



School Committee

DRAFT MINUTES OF THE CHELSEA SCHOOL COMMITTEE MEETING

November 6, 2014

Approved December 4, 2014

The Chelsea School Committee met on Thursday, November 6, 2014, in the City Council Chambers, City Hall, 500 Broadway, Chelsea.

Members Present: Chairman Jeannette Velez, Rosemarie Carlisle, Ed Ells, Lisa Lineweaver, Charles Klauder, Lucia Henriquez, and Shawn O'Regan.

Also Present: Assistant Superintendent Linda Breau, Executive Director for Administration & Finance Gerry McCue, Student Representative Marcene Correia and School Business Manager and Clerk to the School Committee Barbara Martin.

The meeting was called to order at 7:10p.m.

Pledge of Allegiance:

School Committee Minutes: The minutes of the October 2, 2014 School Committee Meeting were unanimously approved.

Public Comment: None

Report of the Superintendent of Schools:

Student Achievement: Assistant Superintendent Linda Breau discussed the District Indicators of Success from September 2014.

Indicator 1-Attendance year to date was 95.1% down.1% over last month.

Indicator 2- Annual dropout rate from July 1, 2014 to October 31, 2014 stands at 46.

Indicator 6-Lexile Reading Levels- 28% of students are already over 955.

Indicator 7- DIBELS Daze-6% are at or above 24.

Indicator 10-Student Mobility was 8.9% year to date compared to 6.5% last year.

A copy of this report is enclosed and forms a part of these minutes.

Personnel Report: Mrs. Breau commended the personnel report to the record.

Enrollment Report: Mrs. Breau commended the enrollment report to the record. As of October 31, 2014 the district-wide enrollment was 6, 546 students, including 134 students in out-of-district placements. In addition, there are 4 Chapter 768 students for whom the district has financial responsibility. This is an increase of 277 students over last year to date.

Next, Mrs. Breau made the following announcements:

- 11-11 Veteran's Day- No School
- 11-12 Early Release- Grades 1-8
- 11-12 No School Early Learning Center
- 11-20/11-22 CHS Drama Club presentation of *Almost Maine*
- 11-27 CHS Football vs. Matignon High School

Lastly, Mrs. Breau presented the Chelsea Public School Annual Report.

Committee Reports:

- **Human Resources:** Mr. Ells reported that the subcommittee last met on October 9, 2014. A copy of the report is attached and forms a part of these minutes.
- **Policy and Procedures:** Mr. O'Regan reported that the subcommittee last met on October 9, 2014. A copy of the report is attached and forms a part of these minutes
- **Budget & Finance:** Ms. Lineweaver reported that the subcommittee last met on October 16, 2014. A copy of the report is attached and forms a part of these minutes.
- **Curriculum & Instruction:** Mr. Klauder reported that the subcommittee last met on October 23, 2014. A copy of the report is attached and forms a part of these minutes.
- **Student Representative:** Ms. Correia reported the following:
 - A new cell phone and tardy policies are in place at CHS
 - The Halloween Dance was a success
 - National Honor Society is tutoring Bridge Academy students
 - Boys soccer team has made the playoffs
 - Football team has won 4 straight games
 - Drama club presentation of *Almost, Maine* begins November 20th.

New Business:

- Mr. Klauder moved to approve the Collaborative Agreement of the Shore Educational Collaborative. Under suspension of the rules the motion was unanimously approved by a voice vote.
- Mr. Klauder moved to approve the District Improvement Plan. Under suspension of the rules the motion was unanimously approved by a voice vote.

- Mr. Klauder moved to approve the School Improvement Plans. Under suspension of the rules the motion was unanimously approved by a voice vote.
- Mr. Klauder moved to approve the Revision of Bullying Prevention & Intervention Plan. Under suspension of the rules the motion was unanimously approved by a voice vote.
- Ms. Lineweaver moved to accept the Literacy Professional Partnership Grant on the amount of \$16, 963.00.

Chairman Velez called for a roll call vote.

Charles Klauder	Y
Carlos J. Rodriguez	AB
Rosemarie Carlisle	Y
Edward Ells	Y
Lucia Henriquez	Y
Ana Hernandez	Y
Jeanette Velez	Y
Lisa Lineweaver	Y
Shawn O'Regan	Y

Having eight votes in the affirmative the motion was approved.

- Ms. Lineweaver moved to approve the addition of Indoor Track coaches to the Non-Bargaining Salary Schedule as follows:

Head Coach	\$3,600
Assistant Coach	\$2,200

Chairman Velez called for a roll call vote.

Charles Klauder	Y

Carlos J. Rodriguez	AB
Rosemarie Carlisle	Y
Edward Ells	Y
Lucia Henriquez	Y
Ana Hernandez	Y
Jeanette Velez	Y
Lisa Lineweaver	Y
Shawn O'Regan	Y

Having eight votes in the affirmative the motion was approved.

- Motion to accept the recommendation of the Superintendent to approve a field trip to Cape Elizabeth High School, Cape Elizabeth, Maine for approximately 10 students. Under suspension of the rules the motion was unanimously approved by a voice vote.
- Ms. Lineweaver moved to accept the donation of five exercise bikes from MGH Chelsea to Chelsea Public Schools.

Chairman Velez called for a roll call vote.

Charles Klauder	Y
Carlos J. Rodriguez	AB
Rosemarie Carlisle	Y
Edward Ells	Y
Lucia Henriquez	Y
Ana Hernandez	Y
Jeanette Velez	Y
Lisa Lineweaver	Y
Shawn O'Regan	Y

- Having eight votes in the affirmative the motion was approved.

Communications: Accepted and filed:

Bunker Hill Community College
CAPIC

Announcement: Book of the Month: Mr. Ells donated the *Diary of a Wimpy Kid-The Long Haul* by Jeff Kinney. Ms. Henriquez volunteered for December.

Adjournment: The meeting adjourned at 7:50 p.m.

Recorded by



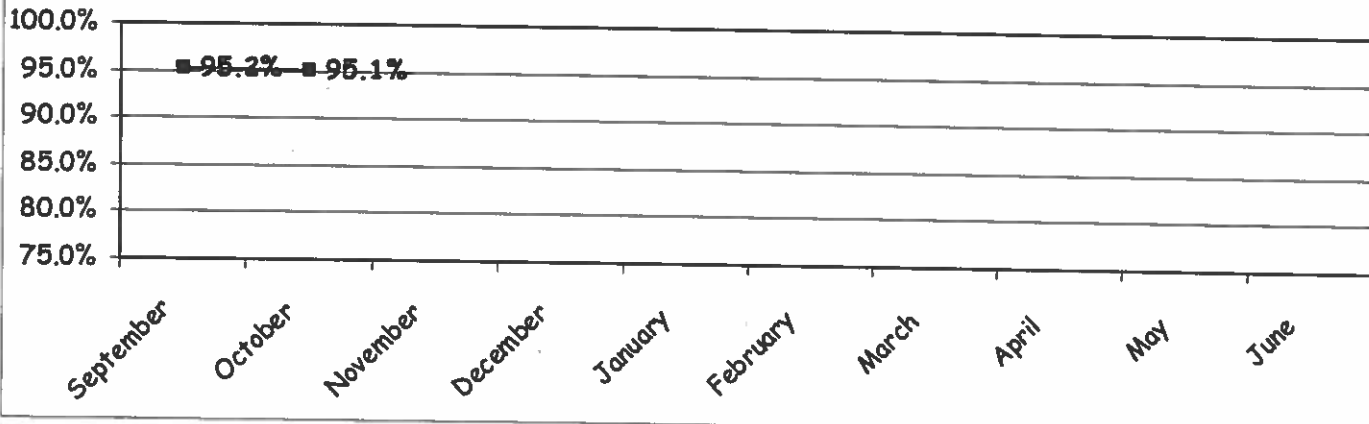
Barbara A. Martin
Business Manager
Clerk to the Chelsea School Committee

Indicators for Success October 2014

**Indicator 1: District-wide daily students' attendance rate will be 95%.
(Report monthly)**

	Sept	October		November	December	January	February	March	April	May	June
	Month	Month	YTD								
Grade 1	96.1%	96.0%	96.0%								
Grade 2	96.4%	96.2%	96.3%								
Grade 3	96.6%	96.9%	96.7%								
Grade 4	96.6%	96.6%	96.6%								
Grade 5	95.1%	96.8%	95.9%								
Grade 6	96.0%	96.2%	96.1%								
Grade 7	96.1%	96.5%	96.3%								
Grade 8	95.9%	96.0%	95.9%								
Grade 9	92.6%	91.8%	92.2%								
Grade 10	92.8%	93.0%	92.9%								
Grade 11	93.1%	91.5%	92.4%								
Grade 12	91.6%	91.0%	91.3%								
Post-Graduate	96.1%	97.0%	96.8%								
Kindergarten	94.9%	95.2%	94.6%								
Grade PreK	95.9%	95.1%	95.5%								
District Total	95.2%	95.1%	95.1%								

District Attendance Percentage



**Indicator 2. District annual dropout rate will not exceed 3%.
(Report annually)**

Data for each year is period to date

	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015
Oct. 1 st Enrollment	5638	5570	5692	5896	6118	6388*
# of Drop-Outs	123	89	125	93	85	46
Drop-Out %	2.18%	1.59%	2.19%	1.58%	1.39%	.72%

Chelsea Enrollment as of 10/1/2013

CHS Programmatic Breakdown this year to date

CHS Enrollment	Regular Ed Students	Sped Students	ELL Students
Oct. 1 st Enrollment**	1050	145	346
# of Drop-Outs	23	7	7
Drop-Out %	2.2%	4.8%	4.6%

*Chelsea District enrollment as of 9/26/2014

**CHS enrollment as of 9/26/2014

9/27/2014-10/31/2014

- 19 students have withdrawn
- 1 GED, 1 YouthBuild, 1 JobCorps, 16 Plans unknown
- Regular=7, Sped=3, LEP=9
- Grade 9 = 6
- Grade 10 = 7
- Grade 11 = 4
- Grade 12 = 2

Indicator 3. Using the Early Warning Indicators, students identified at-risk for dropping out at all levels, elementary, middle and high school, will decrease at least .5% each quarter or 2% per year.

Early Warning Indicators - % at High Risk

Grade Level	2010-11	2011-12	2012-13	2013-14
Elementary	8.11%	3.3%	6.4%	6.6%
Middle	3.86%	5.9%	5.8%	5.1%
High School	5.63%	6.1%	5.0%	6.9%

Data as of Oct 31, 2014

Indicator 4. Less than 8% of CHS students will be retained and less than 10% will fail at least one class in grades 9 and 10.

- In 2009-2010, 146 students were retained (divided by CHS Oct. 1 enrollment of 1,353) for a retention rate of 10.8%.
In 2009-2010, there were 795 ninth and tenth graders who received a final grade in a core course. 362 of them failed at least one course (45.5%).
- In 2010-2011 There were 369 Grade 9 students - 86 retained (23%) and 360 Grade 10 students - 73 retained (20%).
- In 2011-2012 There were 413 Grade 9 students - 56 retained (13.6%) and 363 Grade 10 students - 43 retained (11.8%).
- In 2012-2013 There were 412 Grade 9 students - 77 retained (18.7%) and 342 Grade 10 students - 58 retained (16.9%).
- In 2013-2014 There were 470 Grade 9 students - 164 retained (34.9%) and 347 Grade 10 students - 45 retained (12.9%).

Quarter 1 Grades

Grade	Total # of students	1 failing grade	2 failing grades	3 failing grades	4+ failing grades	Total %
9						
10						

Quarter 2 Grades

Grade	Total # of students	1 failing grade	2 failing grades	3 failing grades	4+ failing grades	Total %
9						
10						

Quarter 3 Grades

Grade	Total # of students	1 failing grade	2 failing grades	3 failing grades	4+ failing grades	Total %
9						
10						

Final Grades

Grade	Total # of students	1 failing grade	2 failing grades	3 failing grades	4+ failing grades	Total %
9						
10						

**Indicator 5. The percentage of students in grades 5, 6 and 10 who score advanced or proficient on Math MCAS will increase by 2% or more each year.
(Report yearly)**

Grade Level	2007-08 Adv&Prof Pct	2008-09 Adv&Prof Pct	2009-10 Adv&Prof Pct	2010-11 Adv&Prof Pct	2011-12 Adv&Prof Pct	2012-13 Adv&Prof Pct	2013-14 Adv&Prof Pct
Grade 5	30%	28%	25%	42%	35%	31%	28%
Grade 6	38%	35%	37%	37%	47%	32%	32%
Grade 10	44%	43%	39%	51%	54%	57%	56%

Indicator 6. 80% of middle school students will read at a Lexile level of 955 or higher by the end of Grade 7.

(Report on 3 times per year with SRI results)

Year	Fall	Winter	Spring
2011-2012	26.3%	25%	38%
2012-2013	20%	35%	42%
2013-2014	23.6%	26.1%	33%
2014-2015	28%		

Indicator 7. 80% of elementary students will score a 24 or higher on the DIBELS Daze by the end of Grade 4.

(Report on DIBELS 3 times per year)

Year	Fall	Winter	Spring
2011-2012	1%	22%	35%
2012-2013	8%	23%	40%
2013-2014	7%	22%	34%
2014-2015	6%		

Indicator 8. By June of each school year, 95% or more of Kindergarten students will score in the "Proficient" or "In Process" range on the Phonemic Segmentation Fluency DIBELS subtest (less than 5% will be identified as "at-risk" in Phonemic Segmentation Fluency).

	At risk	Some risk	Low Risk
2012	9%	11%	81%
2013	10%	9%	81%
2014**	20%	21%	59%
2015			

**During the 2013-2014 school year, the ELC implemented the DIBELS Next 2012 Recommended Benchmark Goals which are considerably higher than the previous versions. This was a significant change from the benchmark goals used in previous years. Therefore, the data from the results of this year's DIBELS assessments cannot be compared to data collected from previous years. As a result the Indicator for Success has to be adjusted as well. NOTED: Referencing the previous benchmark goals, students continued to reach a success rate of 95% or above.

REVSIED INDICATOR: By June of each school year, 80% or more of Kindergarten students will score in the "Proficient" or "In Process" range on the Phonemic Segmentation Fluency DIBELS subtest.

Indicator 9. 50% of Chelsea High School students in AP courses will attain a 3, 4, or 5. 2011 Goal 50%

	2008-2009	2009-2010	2010-2011	2011-2012	2012-13	2013-14	2014-15
Enrolled in AP Courses	192	227	252	301	340	396	409
AP tests taken	192	237	244	288	340	398	
# of Students scored a 3, 4, or 5	90	97	78	98	114	193	
% of Students scored a 3, 4, or 5	47%	41%	32%	34%	34%	48%	

Indicator 10. Student Mobility - Monthly transfers into and out from the school system after the first day of school

	Sept 26		Oct 31																	TOTAL		
	In	Out	In	Out																		
ELC (K only)	53	13	15	8																	89	
Elementary	36	29	26	17																		108
Middle School	60	55	20	10																		145
High School	121	48	24	31																		224
District Total	270	145	85	66																		566

*District-wide mobility rate (sum of transfers in and transfers out divided by estimated October 1st enrollment (6388)) is 8.9% year to date.

Student Mobility Rate September 1 - June 30 (10-month calculation)

	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Rate	32.0	32.4	33.7	33.5	23.9	36.0	28.6	37.5	23.6	32.0	28.5	25.0	24.8	17.0	20.0	17.6	20.6	17.0

HUMAN RESOURCES SUBCOMMITTEE

MEETING MINUTES

A meeting of the Human Resources subcommittee was held on October 9, 2014, in the Office of the Superintendent, 500 Broadway, Chelsea, MA. Present were Edward Ells, Jeannette Velez, Shawn O'Regan, and Carlos Rodriguez . Also present were Dr. Mary Bourque, HR Director Tina Sullivan and Assistant HR Director Ellen Benson. Meeting came to order at 6:45 p.m.

The subcommittee reviewed regular meeting dates through the end of the year, opting to move regular sub-committee meeting nights to Wednesdays through the end of December.

Dr. Bourque reviewed with the members and clarified the procedure for the filing of grievances at various step levels and the role of the school committee members in the grievance process.

Ms. Velez then moved to go into executive session to discuss strategy with respect to collective bargaining matters and to discuss pending disciplinary matters of employees. The vote to do so was unanimous by all school committee members present.

Executive session ended at approximately 7:30 p.m., at which time the subcommittee meeting was adjourned.

Meeting adjourned at 7:30 p.m.



School Committee

Policy and Procedure

Subcommittee Meeting

October 9, 2014

The meeting was called to order at 6:10pm.

Present: Jeanette Velez, Ed Ells, Carlos Rodriguez, Shawn O'Regan and Superintendent Mary Bourque.

The subcommittee discussed the possibility of changing the monthly scheduled meeting night. Following a discussion it was decided to move the regular subcommittee meeting night to Wednesdays through the end of the year.

There being no other business the meeting adjourned 6:20pm.

School Committee

MINUTES OF THE CURRICULUM AND INSTRUCTION SUBCOMMITTEE MEETING

October 23, 2014

The Curriculum and Instruction Subcommittee met on Thursday, October 23, 2013 in the office of Assistant Superintendent Linda Breau, City Hall, 500 Broadway, Chelsea.

Members Present: Lisa Lineweaver, Charles Klauder, Jeanette Velez

Also Present: Assistant Superintendent Linda Breau

Call to Order: The meeting was called to order at 6:05pm

Reviewed Bullying Prevention Plan:

Changes to plan aligns with changes to State requirements. The full school committee will vote on this updated version after review at the next School Committee meeting. New version will be emailed to members prior to next meeting.

Reviewed District and School Improvement Plans:

Overall goal continues to be the strengthening of tier one instruction. All plans will be provided via email to all committee members for review prior to next full School Committee meeting.

Discussion included results on PPI and other indicators. New ELL coordinator Sean Sibson is moving to better represent our ELL results by not moving students to the Status of Former ELL for the purposes of ACCESS testing. This will allow testing to better reflect progress for this group of our Students as reflected in AMAO's.

Meeting adjourned at 7pm.



School Committee

DRAFT MINUTES OF THE BUDGET AND FINANCE SUBCOMMITTEE MEETING

October 16, 2014

The Budget and Finance Subcommittee met on Thursday, October 16, 2014 in the 3rd floor Conference Room, City Hall, 500 Broadway, Chelsea.

Members Present: Ana Hernandez, Charles Klauder, Subcommittee Chair Lisa Lineweaver

Also Present: Executive Director of Administration and Finance Gerry McCue, Barbara Martin

Call to Order: The meeting was called to order at 6:38 p.m.

Review of Budget Transfers: The Committee reviewed the budget transfer requests for the current period. The subcommittee recommends approval of these transfers.

New Business:

Review of Grants

The subcommittee reviewed the details of a grant distributed by the state to provide support and supplemental services in the form of a Literacy Partnership during SY14-15, in the amount of \$16,963. The subcommittee recommends approval of these grants.

Yellow Bus Wait List Analysis

Mr. McCue shared data about the number of students receiving yellow-bus service and on wait lists at the ELC and elementary complex. As of mid-September, the district is providing bus transportation for 1,433 students, and there are 291 students on wait lists. The Parent Information Center has recently begun calling families on the wait list to fill vacant seats, so the wait lists are expected to shrink over the next month.

Preliminary Enrollment Projections

Mr. McCue presented preliminary enrollment projections upon which the upcoming fiscal year's budget will be based. Last year's projections for the current school year anticipated growth of 237 students (~4%), but the district has actually grown by 282 students (~4.5%). Initial projections anticipate growth of about 5% next year, bringing the projected total student enrollment to 6,634. The school department has engaged the nonprofit group Nesdeq to do long-range enrollment forecasts. The consultants are analyzing construction, immigration, and housing trends, and connecting with Chelsea

residents to build a narrative about what's driving people's choices to live and stay in Chelsea. The final report is expected in January.

Facilities Management Accomplishments for FY2014

The subcommittee reviewed the summary of Facilities Management Accomplishments during FY2014, which included several security enhancements (LED lighting at CHS parking and exterior, new access card entry at CHS, fencing under Route 1 near Williams School, and surveillance cameras at Clark Ave and the ELC. The department also responded to two emergency repair needs: the repair of the west wall in the CHS gymnasium, and of a corroded natural gas line at the Burke complex. Finally, renovations at the Human Resources and Finance and Administration Department offices at City Hall removed asbestos, modernized the HVAC system, and improved the efficient use of space to enhance the workspace.

In addition, the energy efficiency improvements the department put in place in FY13 resulted in a decrease in a 4% decrease in natural gas usage, even though it was a hotter summer and colder winter since 2003-4. The subcommittee applauded the Facilities Management Team's diligent and innovative efforts and commended their report to the full committee.

Technology Department Accomplishments for FY2014

The subcommittee reviewed the summary of the Technology Department's Accomplishments during FY2014, which included upgraded network devices at CHS, the Williams Complex, Clark Ave, and Burke Complex; enhanced wireless coverage at the middle and high schools; upgraded district wireless network infrastructure; purchase of 368 Chromebook devices to support PARCC testing; and new internet content filtering to help monitor users accessing the internet from computers and tablets. The team also upgraded data video projectors with whiteboard capabilities in classrooms at the Burke Complex; installed 255 new computers in labs and classrooms; expanded use of Google Apps; created a web-based request and approval process to streamline after-school facilities use; trained parents on MyPaymentsPlus; and migrated the district to a new mass communications system, Blackboard Connect 5.

The subcommittee applauded the Technology Team's diligent and innovative efforts, recognizing their role in helping students acquire the technological literacy and fluency needed for computer-based testing and life in the 21st century, and commended their report to the full committee.

Net School Spending

The district's End of Year Net School Spending report was filed on October 3, 2014, and showed that the city's Net School Spending for the prior year was \$72,214,423, which was \$2,365,335 or 4.9% below required net school spending. The Finance Department continues to work with the city to monitor this closely.

Adjournment: The meeting adjourned at 7:15 p.m. The subcommittee's next meeting will be held on November 20, 2014 at 6:00 p.m. in the third-floor conference room.