



School Committee

DRAFT MINUTES OF THE CHELSEA SCHOOL COMMITTEE MEETING

December 3, 2015

Approved January 7, 2016

The Chelsea School Committee met on Thursday, December 3, 2015 in the City Council Chambers, City Hall, 500 Broadway, Chelsea.

Members Present: Rosemarie Carlisle, Edward Ells, Lucia Hernandez, Charles Klauder, Lisa Lineweaver, Richard Maronski, Sean O'Regan and Jeanette Velez

Also Present: Superintendent of Schools Dr. Mary Bourque, Executive Director for Administration & Finance Gerry McCue, Human Resources Director Tina Sullivan, Sokolowski School Principal Jeffrey Bryson and School Business Manager and School Committee Clerk Barbara Martin.

Pledge of Allegiance:

Vice Chairman Ells introduced Student Presentative Katherine Cabral.

School Committee Minutes: The minutes of the November 5, 2015 School Committee Meeting were unanimously approved.

Public Comment: None

Report of the Superintendent of Schools:

Student Achievement:

Dr. Bourque discuss the District Indicators of Success from November, 2015.

Indicator 1-Attendance year to date was 94.4%, down from 94.9 % last year to date.

Indicator 2- Thirty-four students have dropped out year to date, compared to 54 at this time last year.

Indicator 10-Student Mobility was 8.1% year to date compared to 10.3% last year to date.

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

Dr. Bourque introduced Lead Principal Jeff Bryson to review the PARCC results. Starting with ELA Actual vs Performance, Mr. Bryson noted a downward trend compared to last year. Math Actual vs Performance showed improvement in all groups. The new test has 5 levels with Level 4 & 5 the goal. A copy of the reports are attached and form a part of these minutes.

Personnel Report: Dr. Bourque commended the personnel report to the record.

Enrollment Report: Dr. Bourque commended the enrollment report to the record. As of December 1, 2015 the district-wide enrollment was 6,6569 students, including 150 students in out-of-district placements. In addition, there are 8 Chapter 768 students for whom the district has financial responsibility.

Dr. Bourque informed the Committee that the 5DP receive statewide recognition from Governor Baker for their collaborative work in education. The 5DP is comprised of the communities of Chelsea, Revere, Everett, Malden and Winthrop.

Dr. Bourque noted the following:

12-4	Parent Awareness Forum on Gang Education- 6:00pm, CHS
12-23 to 1-4	December Break
1-7	School Committee Organizational Meeting

Committee Reports:

- Policy & Procedures- Mr. O'Regan reported that the subcommittee last met on November 12, 2015. A copy of the report is attached and forms a part of these minutes.
- Human Resources- Mr. Ells reported that the subcommittee last met on November 12, 2015. A copy of the report is attached and forms a part of these minutes.
- Curriculum & Instruction- Ms. Lineweaver reported that the subcommittee last met on November 19, 2015. 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 November 19, 2015. A copy of the report is attached and forms a part of these minutes.

New Business:

Mr. Ells moved to approve the Narcan Implementation Plan. On a voice vote the motion was unanimously approved.

- Mr. Ells moved to adopt the proposed changes to the School Committee Rules and Regulations Manual. Questions and discussion ensued. Ms. Lineweaver made a motion to amend section 1 sentence 1 to read -In the event a member of the School Committee is absent from two *consecutive* meetings without prior

notification to the Clerk, the Chair *may* request an investigation by the City Solicitor.

Vice Chairman Ells called for a roll call vote on the motion as amended.

Charles Klauder	Y
Rosemarie Carlisle	Y
Edward Ells	Y
Lucia Henriquez	Y
Ana Hernandez	AB
Jeanette Velez	Y
Lisa Lineweaver	Y
Shawn O'Regan	Y
Richard Maronski	Y

Having eight votes in the affirmative the motion was approved.

- Mr. Ells recommends approval of the enclosed Settlement Agreement between the Chelsea School Committee and the Steelworkers Association, who will serve as the bargaining agent representing the Nurses and Nurse's Aides Negotiations for a new collective bargaining agreement will commence in January. Questions and discussion ensued.

Vice Chairman Ells called for a roll call vote on the motion as amended.

Charles Klauder	Y
Rosemarie Carlisle	Y
Edward Ells	Y
Lucia Henriquez	Y
Ana Hernandez	AB
Jeanette Velez	Y
Lisa Lineweaver	Y

Shawn O'Regan	Y
Richard Maronski	Y

Having eight votes in the affirmative the motion was approved.

- Ms. Lineweaver moved to accept the following private grants for FY16
 - Signal Success Program grant -\$6,000.00
 - Chelsea Educational Foundation REACH grant - \$282,400.00
 - Chelsea Educational Foundation ILP grant- \$12,500.00
 - Aramark Education grant-\$25,000.00

Questions and discussion ensued.

Vice Chairman Ells called for a roll call vote on the motion as amended.

Charles Klauder	Y
Rosemarie Carlisle	Y
Edward Ells	Y
Lucia Henriquez	Y
Ana Hernandez	AB
Jeanette Velez	Y
Lisa Lineweaver	Y
Shawn O'Regan	Y
Richard Maronski	Y

Having eight votes in the affirmative the motion was approved.

- Ms. Lineweaver moved to accept the following grants for the 2015-2016 school year.
 - Federal pass through the Department of Early Education and Care (EEC) - \$16,890.00. (Fall period \$8,445.00, Spring period \$8,445.00).

Questions and discussion ensued.

Vice Chairman Ells called for a roll call vote on the motion as amended.

Charles Klauder	Y
Rosemarie Carlisle	Y
Edward Ells	Y
Lucia Henriquez	Y
Ana Hernandez	AB
Jeanette Velez	Y
Lisa Lineweaver	Y
Shawn O'Regan	Y
Richard Maronski	Y

Having eight votes in the affirmative the motion was approved.

- Mr. Ells moved to accept Dr. Bourque's goals for the 2015-2016 School Year. On a voice vote the motion was unanimously approved.

Communication:

- Use of school property request was accepted and filed.
- Citations were presented to outgoing members: Edward Ells, Lucia Henriquez, Charles Klauder, and Lisa Lineweaver, thanking them for their dedicated service.

Adjournment: The meeting adjourned at 8:10 p.m.

Recorded by

Barbara A. Martin

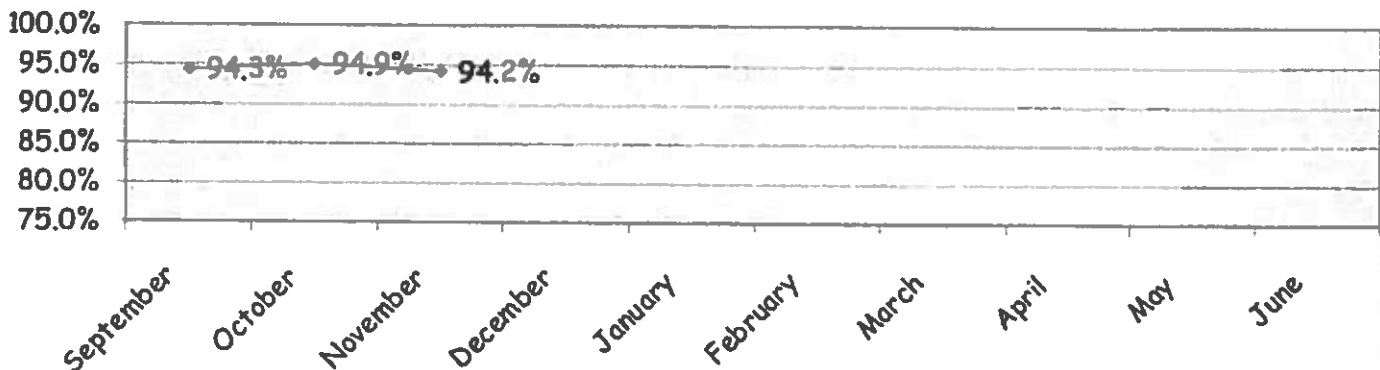
**Barbara A. Martin
Business Manager
Clerk to the Chelsea School Committee**

Indicators for Success November 2015

**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	Month	YTD							
Grade 1	96.1%	95.2%	95.1%	95.5%							
Grade 2	95.7%	96.2%	95.5%	95.8%							
Grade 3	96.1%	95.9%	96.0%	96.0%							
Grade 4	96.0%	96.8%	95.9%	96.3%							
Grade 5	93.8%	96.4%	95.8%	95.2%							
Grade 6	96.6%	96.4%	96.1%	96.4%							
Grade 7	95.7%	96.3%	95.8%	95.8%							
Grade 8	93.7%	95.2%	94.9%	94.0%							
Grade 9	87.6%	90.4%	89.9%	88.8%							
Grade 10	91.5%	92.2%	90.5%	91.3%							
Grade 11	90.9%	92.3%	90.6%	91.2%							
Grade 12	93.8%	93.6%	91.0%	92.8%							
Post-Graduate	64.6%	70.0%	80.9%	68.2%							
Kindergarten	95.9%	95.2%	94.5%	95.2%							
Grade PreK	95.3%	94.3%	94.1%	94.6%							
District Total	94.3%	94.9%	94.2%	94.4%							

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	2015-2016
Oct. 1 st Enrollment*	1369	1353	1330	1372	1408	1527	1536
# of Drop-Outs	48	29	54	32	37	54	34
Drop-Out %	3.51%	2.14%	4.06%	2.33%	2.63%	3.54%	2.21%

CHS Enrollment as of 9/24/2015

CHS Programmatic Breakdown this year to date

CHS Enrollment	Regular Ed Students	Sped Students	ELL Students
Oct. 1 st Enrollment*	952	153	431
# of Drop-Outs	14	2	18
Drop-Out %	1.5%	1.3%	4.2%

*CHS enrollment as of 9/24/2015

11/1/2015-11/30/2015

- 3 students have withdrawn
- 1 Plans unknown, 2 Adult Education Program
- Regular=3
- Grade 10 = 2
- Grade 11 = 1

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	2014-15
Elementary	8.11%	3.3%	6.4%	6.6%	4.6%
Middle	3.86%	5.9%	5.8%	5.1%	4.3%
High School	5.63%	6.1%	5.0%	6.9%	3.3%

Grade Level	Q1 2015-16	Q2 2015-16	Q3 2015-16
Elementary	3.9%		
Middle	1.8%		
High School	1.3%		

Data as of November 30, 2015

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%).
- In 2014-2015 There were 569 Grade 9 students - 171 retained (30.1%) and 326 Grade 10 students - 59 retained (18.1%).

Quarter 1 Grades

Grade	Total # of students	1 failing grade	2 failing grades	3 failing grades	4+ failing grades	Total %
9	498	90	65	54	40	50.0%
10	448	97	60	34	38	51.1%

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	2014-15 Adv&Prof Pct
Grade 5	30%	28%	25%	42%	35%	31%	28%	n/a
Grade 6	38%	35%	37%	37%	47%	32%	32%	n/a
Grade 10	44%	43%	39%	51%	54%	57%	56%	51%

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%	24%	26%
2015-2016	22%		

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%	14%	46%
2015-2016	4%		

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	35%	13%	52%
2016			

****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%

	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
Enrolled in AP Courses	192	227	252	301	340	396	409	428
AP tests taken	192	237	244	288	340	398	388	
# of Students scored a 3, 4, or 5	90	97	78	98	114	193	137	
% of Students scored a 3, 4, or 5	47%	41%	32%	34%	34%	48%	35%	

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

	Sept 24		Oct 31		Nov 30		TOTAL
	In	Out	In	Out	In	Out	
ELC (K only)	25	1	4	5	4	3	42
Elementary	44	30	20	16	21	11	142
Middle School	31	45	27	15	13	7	138
High School	48	65	23	29	21	7	193
District Total	148	141	74	65	59	28	515

*District-wide mobility rate (sum of transfers in and transfers out divided by October 1st enrollment (6349)) is 8.1% year to date.

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

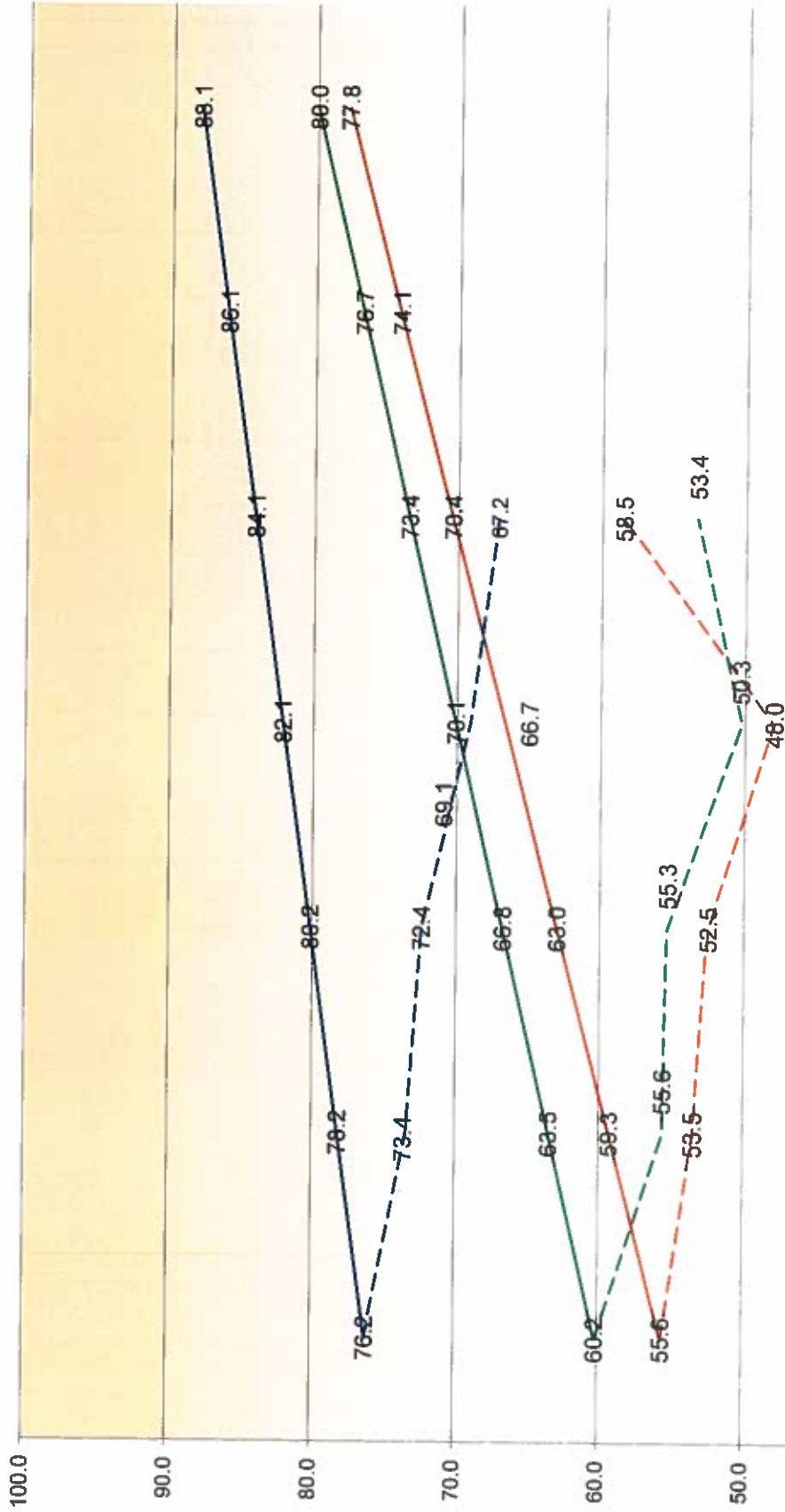
year	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Rate	32.0	32.4	33.7	33.5	23.9	36.0	28.6	37.5	23.6	32.0	28.5	25.0	24.8	17.0	20.0	17.6	20.6
year	2014	2015															
Rate	17.0	18.7															

Future of Assessment in Massachusetts

The Board of Education recently voted to accept Commissioner Chester's recommendations for assessment in the Commonwealth of Massachusetts. There were nine recommendations detailed below.

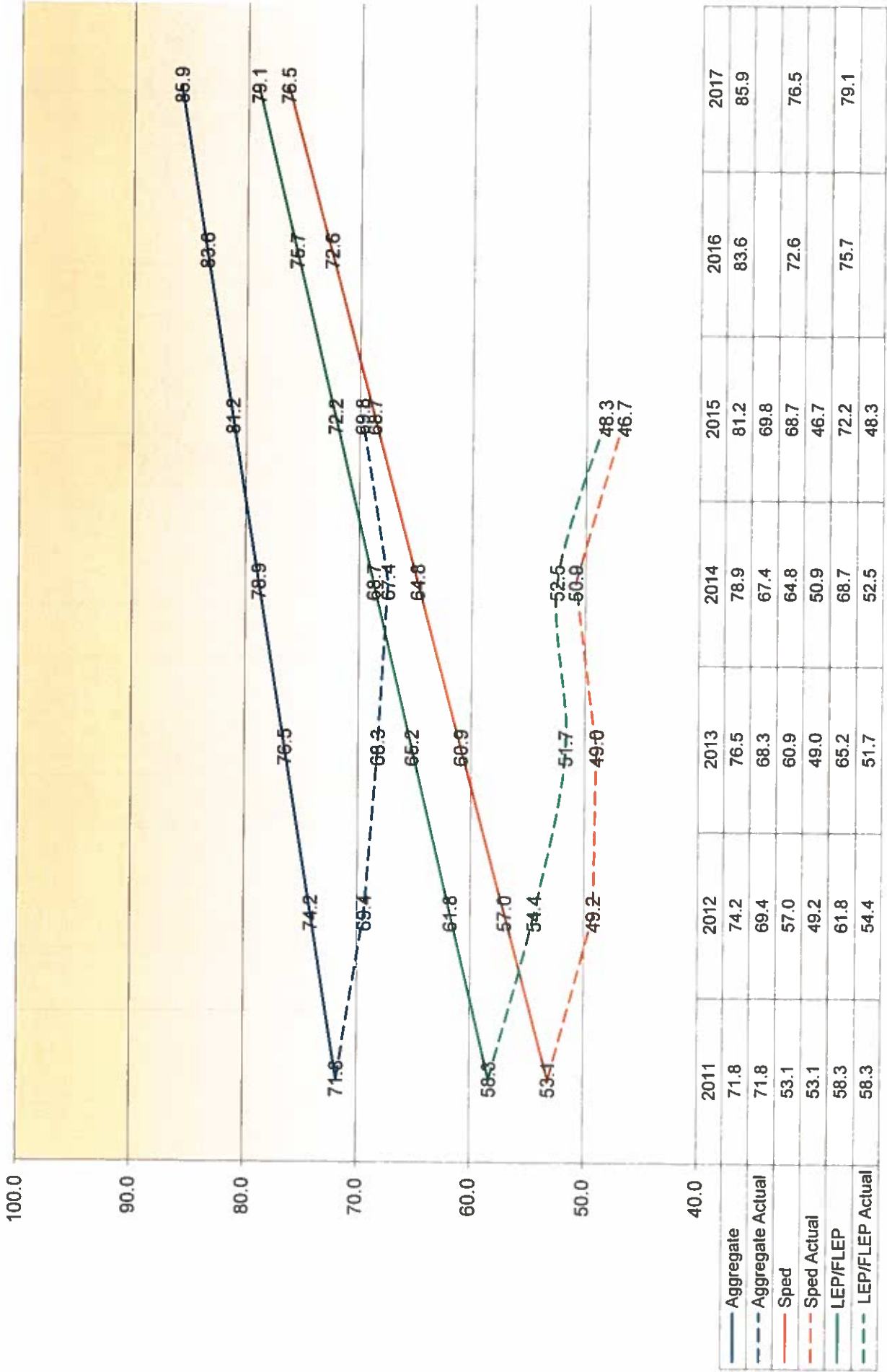
1. The immediate procurement of a new contract to create a new assessment, MCAS 2.0. The assessment will be in place for Spring 2017 and will include elements of PARCC and MCAS.
2. Spring 2016 will be a transitional year. Districts and schools that administered PARCC in 2015 will administer PARCC again in 2016. Districts and schools that administered MCAS in 2015 will have the choice of administering PARCC in 2016 or remaining with MCAS.
3. Creation of advisory committees, consisting of K-12 educators and higher education, to discuss content and policies of assessment. Including length of individual assessments, when they will be administered and assessment policies for Special Education and English Language Learners.
4. Creation of review panels consisting of K-12 educators and higher education to ensure standards alignment and the possible modification of individual standards in the Massachusetts Frameworks.
5. Commitment to all computer based testing by the Spring of 2019.
6. Any districts administering PARCC in Spring 2016 will be held harmless. This is a continuation of the 2015 policy. Chelsea High School will still be held accountable for MCAS scores. The Board added a provision that all Districts in 2017 will be held harmless solely from test results.
7. For High School Grade 10, MCAS remains a graduation requirement through 2019 for Science.
8. Work with the PARCC consortium to ensure access to PARCC intellectual property.
9. Massachusetts will remain an active member of PARCC consortium.

Chelsea District MCAS ELA
Actual vs Performance Targets
2011 - 2017



	2011	2012	2013	2014	2015	2016	2017
Aggregate	76.2	78.2	80.2	82.1	84.1	86.1	88.1
Aggregate Actual	76.2	73.4	72.4	69.1	67.2	74.1	77.8
Sped	55.6	59.3	63.0	66.7	70.4	74.1	77.8
Sped Actual	55.6	53.5	52.5	48.0	58.5	53.4	53.4
LEP/FLEP	60.2	63.5	66.8	70.1	73.4	76.7	80.0
LEP/FLEP Actual	60.2	55.6	55.3	50.3	53.4	76.7	80.0

Chelsea District MCAS Math
Actual vs Performance Targets
2011 - 2017



POLICIES & PROCEDURES

MEETING MINUTES

A meeting of the Policies and Procedures Subcommittee was held on Thursday, November 12, 2015, at 6:00 p.m. at Chelsea City Hall. Present were Ed Ells, Richard Maronski and Shawn O'Regan, along with Dr. Mary Bourque, Barbara Martin, and Marie Washington, Director of Nursing.

The meeting was called to order at 6:00 p.m.

Ms. Washington reviewed with the subcommittee the proposed Narcan Implementation Plan which will go into effect on January 1, 2016, pending approval by the School Committee.

Ms. Washington provided a summary of the Plan and how the plan will now include the ELC and the Elementary Complex.

All nurses (10) and health aides (3) were trained last year and were assisted in those efforts by the MA Department of Public Health.

She also discussed briefly the steps involved in assessing whether Narcan administration is necessary and how that intersects with an emergency 911 notification.

The members present unanimously recommended adoption of the Plan by the full Committee in December.

Barbara Martin next reviewed the proposed language changes and edits to the School Committee Rules and Regulations Manual to better reflect the current practices and procedures of the Committee.

Following her review, the members present unanimously recommended adoption of the revisions by the full Committee in December. Ms. Martin agreed to provide a summary of the changes and edits to the Committee at that same meeting.

With no further business on the Agenda, meeting adjourned at 6:30 p.m.

HUMAN RESOURCES SUBCOMMITTEE

MEETING MINUTES

A meeting of the Human Resources Subcommittee was held on Thursday, November 12, 2015, at 6:45 p.m. at Chelsea City Hall. Present were Ed Ells, Richard Maronski and Shawn O'Regan, along with Dr. Mary Bourque, Tina Sullivan, HR Director, and Ellen Benson, Assistant HR Director.

The meeting was called to order at 6:45 p.m.

Dr. Bourque presented the members with a copy of her Goals for the period of December 2015-December 2017. These goals included the Professional Practice Goal, District Improvement Goal, Impact on Student Learning Goals, and a fifth goal concerning dropout rate at CHS.

Dr. Bourque also provided a copy of her Self-Assessment (for our review only) and the Superintendent/Leadership Goal Setting Form which included some other goal setting, but not formal goal work that she will be working on in 2015-2017.

Following a discussion of her Goals, the members voted to recommend her Goals to be approved by the full Committee at the December meeting.

Upon the recommendation of Superintendent Bourque, Mr. O'Regan moved that the sub-committee go into Executive Session for purposes of discussing collective bargaining strategy and pending litigation. The motion passed unanimously. Executive session began at approximately 7:00 p.m.

The regular session of the HR sub-committee resumed at 7:15 p.m. With no further business on the Agenda, meeting then adjourned.



F

School Committee

DRAFT Minutes of the Curriculum and Instruction Subcommittee November 19, 2015

The Curriculum and Instruction Subcommittee met at 6:45 on Thursday, November 19, 2015 in the 3rd floor Conference Room, City Hall, 500 Broadway, Chelsea.

Members Present: Charles Klauder, Lucia Henriquez, Lisa Lineweaver
Also: Linda Breau, Jeff Bryson

Call to Order: The meeting was called to order at 6:49 p.m.

Review of Home Schooling Petition: The subcommittee reviewed the home schooling petition of Christine Kirby. The subcommittee directed Mrs. Breau to seek guidance from counsel and from the state to clarify whether and how a home-schooled student may be enrolled in one or two courses at the high school, and if so, spell out implications for enrollment status, mandated testing, and the school's accountability for her progress.

New Business:

PARCC Performance Data from Spring 2015 PARCC and MCAS testing

Mr. Bryson, principal of the Sokolowski Elementary, presented school and sub-group level analyses of performance on the spring 2015 PARCC and MCAS testing. Since this was the second year of a "test drive" of the new PARCC test, the elementary and middle schools, are "held harmless" on state accountability levels during the transition. Performance overall was solid but somewhat lower (on CPI terms) than on MCAS, as was expected on the first year of a new test. However, the Hooks and Kelly schools each out-performed the state on mathematics at some grades!

Mr. Bryson also explained implications of the recent vote by the Board of Education, which has determined that the state will move toward an "MCAS 2.0" which combines significant elements of the PARCC test – such as fuller assessment of the standards, on-line test administration, technology-enhanced items, and even items drawn from the PARCC item bank – for the spring 2017 test administration. This year, schools that took PARCC in 2015 will do so again; all schools and districts will be "held harmless" on accountability status during this two-year transition to a new test.

Adjournment: The meeting adjourned at 7:49 p.m. The subcommittee's next meeting will be held on December 17, 2015 at 6:00 p.m. in the third-floor conference room (followed by the Budget and Finance subcommittee meeting that evening at 6:45 p.m.)



G

School Committee
DRAFT Minutes of the Budget and Finance Subcommittee
November 17, 2015

The Budget and Finance Subcommittee met at 6:00 on Thursday, November 19, 2015 in the 3rd floor Conference Room, City Hall, 500 Broadway, Chelsea.

Members Present: Charles Klauder, Lucia Henriquez, Subcommittee Chair Lisa Lineweaver
Also: Gerry McCue, Barbara Martin, and Michael Mason (Assistant School Business Manager)

Call to Order: The meeting was called to order at 6:07 p.m.

Review of Budget Transfers: The Committee reviewed the budget transfer requests for the current period. None require the approval of the full school committee

New Business:

Private Grants

Mr. McCue presented information about four sources of private grants received by the school department.

- Signal Success Program grant (\$6,000)
- Chelsea Educational Foundation REACH grant (\$282,400)
- Chelsea Educational Foundation ILP grant (\$12,500)
- Aramark Education grant (\$25,000)

These grants provide operational support and supplemental services for certain school populations. Additional information is included in your packet.

MGL Ch71.37A provides for the acceptance of grants for educational purposes only with the approval of the Chelsea School Committee. The subcommittee recommends approval.

Federal Pass-Through Grant

Ms. Martin presented information about a federal pass-through grant received from the Department of Early Education and Care (EEC), for \$16,890 to support implementation of the federally funded Race to the Top Massachusetts Kindergarten Entry Assessment (MKEA) initiative. Funds will be used for professional development and stipends for entering observational data.

MGL Ch71.37A provides for the acceptance of grants for educational purposes only with the approval of the Chelsea School Committee. The subcommittee recommends approval.

Mr. Klauder requested more information about the MKEA grant before the full committee votes.

FY17 Budget

Ms. Martin presented the FY17 budget calendar, noting that the budget office has been at work already developing initial revenue and enrollment estimates and preparing to distribute budget instructions to principals and administrators. The subcommittee discussed ways to ensure continuity in the practice of annual meetings with School Site Councils and community stakeholders when there will be significant turn-over on the School Committee as a whole and the Budget & Finance Subcommittee in particular. The proposal is to (a) model the

presentation that we have done in the past at the School Committee's January 9th to begin building the new committee members' knowledge of the major budget considerations, (b) tentatively schedule three sessions (at Elementary Complex, CHS, and at the Community School) and (c) consider sending a high-level overview of budget considerations along with the meeting flyer to parents.

Late Business:

Net School Spending Report

Ms. Martin presented the quarterly Net School Spending Analysis, which shows that actual year-to-date spending for FY16 as of September 30, 2015 has spent/encumbered 44.3% of the FY16 General Fund Budget, down from 50.2% on the prior fiscal year. The percent of Required NSS Spent/Encumbered is 41.5%, on-track to be spent down fully for the year.

Adjournment: The meeting adjourned at 6:49 p.m. The subcommittee's next meeting will be held on December 17, 2015 at 6:45 p.m. in the third-floor conference room (following the Curriculum and Instruction subcommittee meeting that evening at 6 p.m.)