



School Committee

MINUTES OF THE CHELSEA SCHOOL COMMITTEE MEETING

December 4, 2014

Approved January 15, 2015

The Chelsea School Committee met on Thursday, December 4, 2014, in the City Council Chambers, City Hall, 500 Broadway, Chelsea.

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

Also Present: Superintendent Dr. Mary M Bourque, Executive Director for Administration & Finance Gerry McCue, Human Resource Director Tina Sullivan, Student Representative Marcone Correia and School Business Manager and Clerk to the School Committee Barbara Martin.

The meeting was called to order at 7:05p.m.

Pledge of Allegiance:

School Committee Minutes: The minutes of the November 6, 2014 School Committee Meeting were unanimously approved.

At this time Mr. Ells made a motion to discuss an agenda item out of order. There being no objections Mr. Ells moved to approve the Memorandum of Agreement between the Chelsea School Committee and Chelsea Teachers' Union. Questions and discussion ensued.

Chairman Velez called for a roll call vote.

Charles Klauder	Y
Carlos J. Rodriguez	AB
Rosemarie Carlisle	AB

Edward Ells	Y
Lucia Henriquez	Y
Ana Hernandez	AB
Jeanette Velez	Y
Lisa Lineweaver	Y
Shawn O'Regan	Y
Edward Keefe	AB

Having seven votes in the affirmative the motion was approved.

Public Comment: None

Presentation:

Chelsea High School NFTE Class. Mrs. Doherty and members of the class discussed their recent trip to NYC to purchase goods to resell as part of their entrepreneurship program.

Sean Sibson, ELL Coordinator presented a power point on a new initiative called CPS on-line learning.

Report of the Superintendent of Schools:

Student Achievement Superintendent Dr. Mary Bourque Discussed the District Indicators of Success from November 2014.

Indicator 1-Attendance year to date was 94.9%, which is the same as last year to date.
 Indicator 2- Annual dropout rate from July 1, 2014 to November, 2014 stands at 54. This is up over last year to date and a cause for concern.
 Indicator 10-Student Mobility was 10.3% year to date compared to 7.9% last year.
 A copy of this report is enclosed and forms 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 November 25, 2014 the district-wide enrollment was 6, 549 students, including 141students in out-of-district placements. In addition, there are 4 Chapter 768 students for whom the district has financial responsibility.

Next, Dr. Bourque made the following announcements:

Winter Concerts are scheduled at various schools, check the CPS website calendar for dates and times.

12-24 Winter Break begins. Students and teachers return 1-5-15

1-10-15 School Committee Retreat

Committee Reports:

- **Human Resources:** Mr. Ells reported that the subcommittee last met on November 20, 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 November 12, 2014. A copy of the report is attached and forms a part of these minutes
- **Student Representative:** Ms. Correia reported the following:
 - Football team won the Thanksgiving Day Game against Matignon.
 - Drama club presentation of *Almost, Maine* was a great success.
 - The Soccer team is the Division Champion.
 - New Indoor Track program has started
 - Winter Concert is December 16th
 - Winter Carnival sponsored by the National Honor Society is scheduled for January 10th.

New Business:

Mr. O'Regan moved to approve the addendum to the Policy & Procedures Manual that would address Staff Initiated Fundraising and Grants.

On a voice vote the motion was unanimously approved.

Communications: Accepted and filed: Letter from College Board naming Chelsea Public Schools to the AP 5th Annual Honor Roll for Expanding Opportunity and Improving Performance for Advanced Placement Students.

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

Recorded by

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

HUMAN RESOURCES SUBCOMMITTEE

MEETING MINUTES

A meeting of the Human Resources subcommittee was held on Thursday, November 20, 2014, at 6 p.m. in the City Council Chambers of City Hall. Present were Edward Eills, Ana Hernandez, and Shawn O'Regan. Also present were HR Director Tina Sullivan, Assistant HR Director Ellen Benson, and Ron Schmidt, Assistant Principal of Chelsea High.

Meeting was called to order at 6:30 p.m. At this time Ms. Sullivan informed the subcommittee that an agreement had been reached with the leadership of AFSCME regarding a couple of pending grievance issues. As a result, two of the grievances scheduled to be heard by the subcommittee would not need to take place.

Mr. O'Regan then made a motion to go into Executive Session in order to conduct two other grievance hearings and to receive an update on collective bargaining negotiations with the Chelsea Teacher's Union. Motion was approved unanimously by the members present.

Executive session began at approximately 6:35 p.m.

Executive session ended at approximately 7:35 p.m. With no further agenda items before the subcommittee, it adjourned at 7:40 p.m.

MINUTES OF THE POLICIES AND PROCEDURES SUBCOMMITTEE

A meeting of the Policies and Procedures subcommittee was held on Wednesday, November 12, 2014 at Chelsea City Hall, Office of the Superintendent. Present were Edward Ells, Shawn O'Regan, Rosemarie Carlisle and Dr. Mary Bourque. Meeting was called to order at 6:10 p.m.

Dr. Bourque reviewed a draft addendum to the Policies and Procedures Manual that would address Staff Initiated Fundraising and Grants. The addendum would provide guidance to CPS personnel who wish to engage in this activity. Among other things, the policy sets forth guidance on proper ownership of the items that are donated, disclosure requirements for when/if teacher decides to seek grants or materials, and approval processes. Finally, it outlines when items procured either by grant or fundraising become the property of the Chelsea Public Schools.

A copy of the Policy is attached.

After discussion and review, Ms. Carlisle made a motion to recommend adoption of the addendum to the full committee at the next meeting. The motion to recommend adoption of the addendum was approved unanimously by the members present.

Mr. O'Regan then sought information from Dr. Bourque on two issues with respect to a school van and the policy surrounding indoor track activities at Chelsea High School.

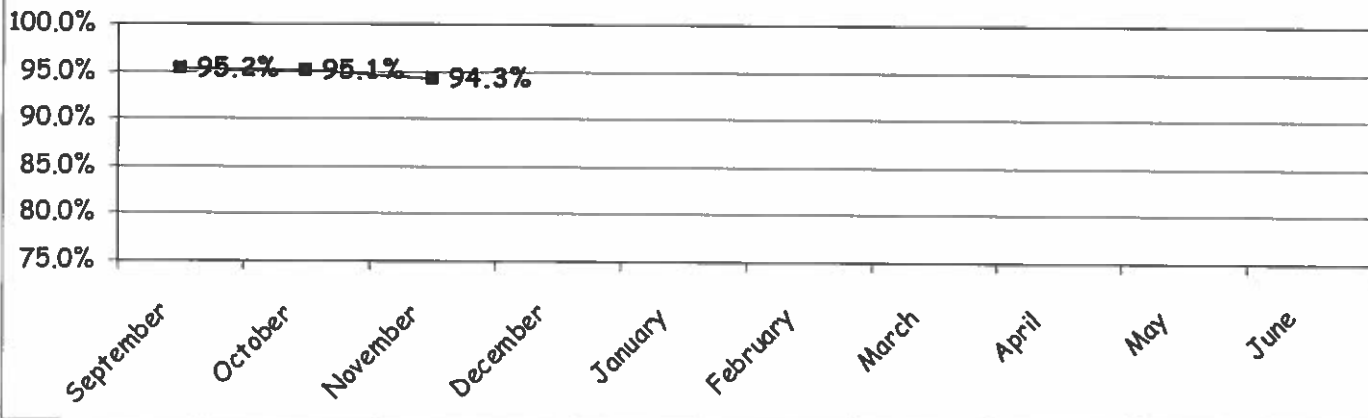
With no other items on the agenda, the meeting adjourned at 6:40 p.m.

Indicators for Success November 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	Month	YTD							
Grade 1	96.1%	96.0%	95.3%	95.9%							
Grade 2	96.4%	96.2%	96.2%	96.3%							
Grade 3	96.6%	96.9%	96.4%	96.6%							
Grade 4	96.6%	96.6%	96.0%	96.4%							
Grade 5	95.1%	96.8%	96.4%	96.0%							
Grade 6	96.0%	96.2%	96.2%	96.1%							
Grade 7	96.1%	96.5%	96.0%	96.2%							
Grade 8	95.9%	96.0%	95.6%	95.9%							
Grade 9	92.6%	91.8%	90.2%	91.7%							
Grade 10	92.8%	93.0%	91.1%	92.3%							
Grade 11	93.1%	91.5%	90.8%	91.9%							
Grade 12	91.6%	91.0%	88.9%	90.6%							
Post-Graduate	96.1%	97.0%	96.3%	96.8%							
Kindergarten	94.9%	95.2%	93.6%	94.2%							
Grade PreK	95.9%	95.1%	93.5%	94.9%							
District Total	95.2%	95.1%	94.3%	94.9%							

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	48	29	54	32	37	54
Drop-Out %	0.85%	0.50%	0.90%	0.54%	0.60%	0.85%

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	27	8	10
Drop-Out %	2.6%	5.5%	2.9%

*Chelsea District enrollment as of 9/26/2014

**CHS enrollment as of 9/26/2014

11/01/2014-11/30/2014

- 8 students have withdrawn
- 1 GED, 7 Plans unknown
- Regular=4, Sped=1, LEP=3
- Grade 9 = 5
- Grade 11 = 2
- Grade 12 = 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	Q1 2014-15
Elementary	8.11%	3.3%	6.4%	6.6%	4.9%
Middle	3.86%	5.9%	5.8%	5.1%	3.4%
High School	5.63%	6.1%	5.0%	6.9%	3.8%

Data as of Nov 30, 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	597	91	72	90	53	51.3%
10	315	52	44	32	32	46.4%

Quarter 1 Grades 2013

Grade	Total # of students	1 failing grade	2 failing grades	3 failing grades	4+ failing grades	Total %
9	448	90	53	55	52	56%
10	351	65	46	34	38	52%

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		Nov 30												TOTAL		
	In	Out	In	Out	In	Out													
ELC (K only)	53	13	15	8	4	4													97
Elementary	36	29	26	17	15	16													139
Middle School	60	55	20	10	14	5													164
High School	121	48	24	31	16	16													256
District Total	270	145	85	66	49	41													656

*District-wide mobility rate (sum of transfers in and transfers out divided by estimated October 1st enrollment (6388)) is 10.3% 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

- #1 YTD Attendance was 94.9% for Nov the same as last November YTD.
- #10 District-wide mobility rate (sum of transfers in and transfers out divided by October 1 enrollment) is 10.3% year-to-date compared to 7.9% year-to-date last year.
- YTD dropouts higher than last year.
 - 2013-14 37 students have dropped out.
 - 2014-15 54 students have dropped out
- Enrollment in the 9 Chelsea Public Schools has stabilized at the moment to approximately 6400 students, still higher than last year.
 - Oct 1, 2012 5896
 - Oct 1, 2013 6123
 - Nov 30, 2014 6400