



School Committee

MINUTES OF THE CHELSEA SCHOOL COMMITTEE MEETING

FEBRUARY 4, 2016

APPROVED MARCH, 3, 2016

The Chelsea School Committee met on Thursday, February 4, 2016 in the City Council Chambers, City Hall, 500 Broadway, Chelsea.

Members Present: Yessenia Alfaro-Alvarez, Rosemarie Carlisle, Kelly Garcia, Diana Maldonado, Richard Maronski, Shawn O'Regan, Robert Pereira and Jeanette Velez.

Also Present: Superintendent Dr. Mary Bourque, Executive Director of Administration and Finance Gerald McCue, Assistant Superintendent Linda Breau, School Business Manager and School Committee Clerk Barbara Martin. .

The meeting was called to order at 7:00p.m.

Pledge of Allegiance:

School Committee Minutes: The minutes of the January 7, 2016 Organizational and School Committee Meeting were unanimously approved.

Public Comment: None

Report of the Superintendent of Schools:

Student Achievement: Asst. Superintendent Linda Breau discussed the District Indicators of Success from December 2015.

Indicator 1-Attendance year to date was 93.6%, the same as last year to date.

Indicator 2- Annual dropout rate from July 1, 2015 to January 31, 2016 stands at 54.

Indicator 4-CHS percent of students failing at least one class in grades 9 & 10 increased in quarter 2.

Indicator 7- Grade 4 DIBELS Daze 11% scored 24 or higher compared to 4% last Fall.

Indicator 10-Student Mobility was 11.8% year to date compared to 13.5% 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 February 1, 2016 the district-wide enrollment was 6,549 students, including 142 students in out-of-district placements. In addition, there are 10 Chapter 768 students for whom the district has financial responsibility.

Announcements:

- 2-8 3:00-5:00 CHS Auditorium–Chelsea Collaborative secured Oscar Chacon, the Executive Director of *Alianza Americas* to discuss Central American Immigration.
- 2-15/2-19 Winter Break- No School
- 3-3 6:30 –Public Hearing School Choice and FY17 Budget

Committee Reports:

- Human Resources- Ms. Maldonado reported that the subcommittee last met on January 13, 2016. A copy of the report is attached and forms a part of these minutes.
- Curriculum & Instruction- Ms. Alfaro-Alvarez reported that the subcommittee last met on January 21, 2016. A copy of the report is attached and forms a part of these minutes.
- Budget & Finance- Mr. Periera reported that the subcommittee last met on January 21, 2016. A copy of the report is attached and forms a part of these minutes.
- Policy & Procedures- Mr. O'Regan reported that the subcommittee last met on January 13, 2016. A copy of the report is attached and forms a part of these minutes.
- Wellness Committee- Mr. O'Regan reported that the Wellness Committee last met on 1-14-16. A copy of the report is attached and forms a part of these minutes.

New Business:

- Mr. Pereira moved to accept a gift from Fidelity Charitable Gift Fund in the amount of \$1,500.00 for Chelsea High School's Social Worker Department. Program. Questions and discussion ensued. Chairman Velez called for a roll call vote.

Jeanette Velez	Y
Rosemarie Carlisle	Y
Ana Hernandez	AB

Kelly Garcia	Y
Shawn O'Regan	Y
Richard Maronski	Y
Yessenia Alfaro-Alvarez	Y
Robert Pereira	Y
Diana Maldonado	Y

Having eight votes in the affirmative and one absent the motion was approved.

- Mr. O'Regan moved to accept the Chelsea Public Schools Calendar for school year 2016-2017. Questions and discussion ensued. On a voice vote the motion was unanimously approved.
- Mr. O'Regan moved to accept the recommendation of the Superintendent to approve a field trip to the Dunkin Donuts Center in Providence, RI for approximately 33 students on March 6, 2016. On a voice vote the motion was unanimously approved.
- Ms. Garcia moved to amend the Fingerprinting & Policy Governing Criminal History Background Record Information policy to allow the City to do their own fingerprinting to meet the requirements of the CPS Internship Program. Questions and discussion ensued. On a voice vote the motion was unanimously approved.
- Ms. Alfaro-Alvarez moves to approve the home-schooling petition of the Mc Sweeney family to home school their third grade student. Questions and discussion ensued. On a voice vote the motion was unanimously approved.

Communications:

- Book of the Month: Robert Pereira donated: *The Book of Unknown Americans* by Cristina Henriquez to a Chelsea High School student.
- Book of the Month for March- Richard Maronski

Adjournment: The meeting adjourned at 7:45 p.m.

Recorded by

Barbara A. Martin

Barbara A. Martin

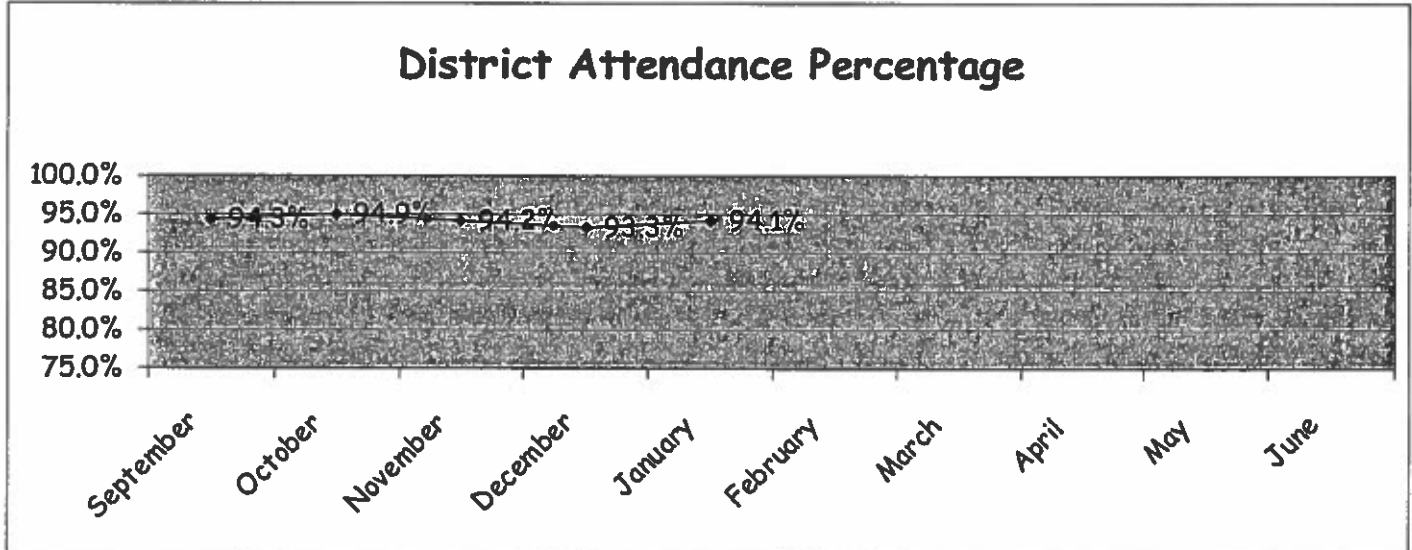
Business Manager
Clerk to the Chelsea School Committee

Indicators for Success January 2016

**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	Month	Month	YTD					
Grade 1	96.1%	95.2%	95.1%	95.2%	94.7%	95.3%					
Grade 2	95.7%	96.2%	95.5%	95.6%	95.2%	95.7%					
Grade 3	96.1%	95.9%	96.0%	95.4%	94.6%	95.7%					
Grade 4	96.0%	96.8%	95.9%	96.0%	95.9%	96.2%					
Grade 5	93.8%	96.4%	95.8%	95.4%	95.0%	95.4%					
Grade 6	96.6%	96.4%	96.1%	95.5%	95.1%	96.0%					
Grade 7	95.7%	96.3%	95.8%	94.9%	94.5%	95.5%					
Grade 8	93.7%	95.2%	94.9%	93.9%	94.0%	94.3%					
Grade 9	87.6%	90.4%	89.9%	87.8%	89.5%	89.1%					
Grade 10	91.5%	92.2%	90.5%	87.9%	90.1%	90.5%					
Grade 11	90.9%	92.3%	90.6%	88.5%	90.7%	90.6%					
Grade 12	93.8%	93.6%	91.0%	89.6%	90.5%	91.8%					
Post-Graduate	64.6%	70.0%	80.9%	79.4%	71.1%	70.5%					
Kindergarten	95.9%	95.2%	94.5%	93.3%	93.6%	94.5%					
Grade PreK	95.3%	94.3%	94.1%	91.7%	93.1%	93.7%					
District Total	94.3%	94.9%	94.2%	93.3%	93.6%	94.1%					

District Attendance Percentage



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	511	70	57	64	140	64.8%
10	447	77	57	39	77	55.9%

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%	11%	

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		Dec 31		Jan 31		TOTAL
	In	Out	In	Out	In	Out	In	Out	In	Out	
ELC (K only)	25	1	4	5	4	3	2	3	6	0	53
Elementary	44	30	20	16	21	11	17	18	19	20	216
Middle School	31	45	27	15	13	7	11	13	20	15	197
High School	48	65	23	29	21	7	21	19	21	26	280
District Total	148	141	74	65	59	28	51	53	66	61	746

*District-wide mobility rate (sum of transfers in and transfers out divided by October 1st enrollment (6349)) is 11.8% 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															

D

DRAFT Minutes of the Budget and Finance Subcommittee
January 21, 2016

The Budget and Finance Subcommittee met at 6:45 p.m. on
Thursday January 21, 2016. On the third floor Conference Room,
City Hall, 500 Broadway, Chelsea.

Members Present: Diana Maldonado, Jeannette Velez,
Subcommittee Chair, Robert Pereira
Also Participating: Barbara Martin, Gerry McCue

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

Review of Budget Transfers: The committee reviewed budget transfers for the current period.

New Business:

Consideration and action to accept a gift from Fidelity Charitable Gift Fund:
Every holiday season, Social Workers at Chelsea High School pool money in order to procure gift cards for homeless students. Two employees were able to arrange that their employer match their funds totaling \$1,500. These funds will be deposited into the High School's Student Activity Fund. Used by Social workers for Market Basket gift cards, and other matters at exigency of our homeless students.

Massachusetts General Laws, Chapter 71, Section 31A provides for the acceptance of gifts on with the approval of the Chelsea School Committee.

Motion to Accept and Recommend: Jeanette Velez

Second: Diana Maldonado

Vote: 3(Y), 0(N), 0(A)

FY2016 Budget Updates: Gerry McCue then explained to the Committee the various requests and projections. Mr. McCue then noted Governor Baker's Budget proposal to the Massachusetts House, citing we will not know how much the School System will be allotted just yet. The Base Budget update consisted in increases in technology, special education, and transportation, as well as securing gym space for the Clarke Ave. School. Other requests in the budget included new classes in the third grade and fifth grade in order to reduce class sizes. Also Special education requests were made in the form of adding classrooms and improving enrollment. Additional E.L.L classrooms will be needed to support in English Language Learner enrollment; specialists are needed in a regular Ed. Setting as well. Mr. McCue noted that unaccompanied youth on their journey here have suffered traumas that are shared with those who came here with families, which creates an outside stress on our students. Strengthening our Admin capacity was additionally discussed. A principal on Assignment will be needed at the Clarke Ave. School to manage the transfer of the students. Furthermore, a new security position, which yet has a description, will be needed in order to better secure our students. Strengthening Tier I Assessment Capacity was also discussed. Having a new superintendent position was mention as well as a need for data that has been collected but not analyzed. Expanding wrap around services was also discussed. That included expanding the school day at the

Brown and Wright, even an extension of our relationship with Citizens Schools. Funding social workers needs for immigrant families, and more programming during the day in Schools. The Current Spending's Proposals Total was 6,532,000

All members of the general public and the School Committee are urged to attend the Cite Council meeting, two dates were proposed and the committee came to a vote to recommend the date be February 23rd instead of February 9th.

Motion to recommend: Jeannette Velez

Second: Diana Maldonado

Vote: 3(Y) 0(N) 0(A)

Adjournment: The meeting adjourned at 7:26 p.m. The next meeting of the Budget and Finance Subcommittee will be held on February 10th 2016, at 6:00 or 6:30p.m. in the third-floor conference room at City Hall, 500 Broadway, Chelsea.

Human Resources Sub-Committee Meeting

Wednesday, January 13, 2016

Attendance: Superintendent Bourque, Tina Sullivan, Ellen Benson, Gerry McCue, Richard Maronski, Rosemarie Carlisle, Robert Pereira, Shawn O'Regan, Diana Maldonado and Jeanette Velez

Meeting was called to order at 6:50pm.

Superintendent Bourque outlined and reviewed the reorganization of the Athletic Coordinator position. Currently the position was broken up into 3 part time positions but will be posted as a fulltime position with specific requirements and duties.

At 6:55pm Mr. Pereira made a motion to enter into executive session and Mrs. Maldonado second the motion. Executive session ended at 7:09pm

Meeting adjourn at 7:12pm

F

**Policies & Procedures
Meeting Minutes**

A meeting of the Policies and Procedures Subcommittee was held on Wednesday January 13, 2016, at Chelsea City Hall. Present were Richard Maronski, Kelly Garcia, Yessenia Alfaro and Shawn O'Regan, along with Superintendent Bourque, Gerry McCue, Tina Sullivan, Rosemarie Carlisle, Jeanette Velez and City Solicitor Cheryl Watson Fisher.

The meeting was called to order at 6:08 p.m.

On the agenda for the evening was the Reorganization and Posting of the Athletic Director Position at Chelsea High School.

The Subcommittee was provided a list of Duties and Responsibilities of the Athletic Director. Superintendent Bourque then reviewed the Duties and Responsibilities with the subcommittee.

With no further business on the agenda, meeting adjourned at 6:45 p.m.

1.14.16 CPS Wellness Committee Meeting Notes

1. Attendance. Diana Maldonado (School Committee), Samir Zemmouri (CHS Student/ YFM Intern), Madelyn Herzog (FoodCorps Service Member), Kaitlyn Bourgeois (Aramark), Adele Lubarsky (Principal), Marie Washington (CPS Health Manager), Sylvia Ramirez (Chelsea Collaborative, CUDE), Michael Mason (CPS), Sean O'Regan (CPS School Committee), Sara Nelson (Pediatrician), Tracie Gillespie (UMASS NEP), Wanda Vega (CHS Health Center), Hannah Finnigan (Healthy Chelsea)

2. CPS Wellness Updates.

a. School Food –

- i. ID's – Middle and High Schools now have a key pad so student can enter in their ID. This will increase lunch participation (previously, students could not purchase a lunch without an ID)
- ii. New breakfast items. Yogurt parfait, oatmeal, breakfast flats (healthy spins on popular restaurant items)
- iii. Other changes. Testing some new "FUEL" recipes in the high school, taste tests for new chili recipe

b. YFM–

- i. Meeting with Aramark– Youth interns had an opportunity to learn about the logistics and better understand the parameters of the National School Lunch Program and Chelsea Nutritional services. This enabled them to rethink their role as interns, and how they can make feasible recommendations, and how the NSLP affects the lunch at Chelsea High.
- ii. List of Recommendations – Interns analyzed data from the school lunch survey and created a document that lists highlights and recommendations

c. Recess and the Wellness Policy

- i. Looking forward for the Clark – There is no recess at the Clark middle school, students attend a full day of classes with only a short break for lunch. they have one quarter of PE, so 75% of the school year, they have no physical activity. How can we help youth meet the Pediatrician and CDC recommended 60 minutes of physical activity daily?
 - 1. Fit minutes/ tabata
 - 2. Could the cafeteria be used?

3. Hannah and Sarah will reach out to Principal to schedule a meeting
 - ii. *Can we add language about when children stay inside due to inclement weather? (at the Hooks, the principal (Adele Lubarsky) uses 32^o)*
- d. Walk to school efforts
 - i. Walking School Bus needs walkers – the parent liaison has reached out to parents. Hannah and Sarah will reach out to health care professionals
 - ii. New efforts at the Kelley – A community health leader is working with the principal to encourage families to walk to school. Stay tuned.

3. Planning Fundraising– Why, Who, what, where, when, how and how much?

- a. Michael Central Administration will notify principals and club leaders about the bake sale regulation. <http://www.fns.usda.gov/healthierschoolday/tools-schools-focusing-smart-snacks>
 - i. Here is the guidelines for what snack can be sold in the cafeteria. http://www.fns.usda.gov/sites/default/files/allfoods_flyer.pdf
 - ii. Any foods sold in school 30 before or after the school day must meet these guidelines
 - iii. Popcorn, smoothies, fruit cups are all ‘smart snacks’ that could be sold during school and at events. Sean will look into the cost of a popcorn machine.
- b. Pasta (or other food) team dinners– can be held at the high school. Sean has raised money with little league. Very profitable (\$600) Hannah and Maddy will offer to help a team do this.
- c. Asking local businesses to have a fundraising night were clubs make a percentage of the profit (when patrons hand in tickets that club members hand out). The Dockside in Chelsea has supported some clubs this way. Sylvia suggested Curley’s. Samir will do outreach to businesses. He will create a letter to businesses and do some informal informational interviewing with club leaders.
- d. Michael will look into the process of transferring leftover balances from clubs/ classes.
- e. Clubs can potentially set up bake sales after school (not a bad option—fridge/microwave to reheat food, will prevent students from flocking to fast food restaurants)
- f. In near future, hold a meeting with youth in clubs, club leaders to discuss this change and collectively think through some new fundraising ideas that will be feasible/ profitable

4. New Meeting Time?

- a. Wednesdays are generally better. Hannah will send out doodle poll with notes.