



School Committee

MINUTES OF THE CHELSEA SCHOOL COMMITTEE MEETING

February 7, 2013

Approved March 14, 2013

The Chelsea School Committee met on Thursday, February 7, 2013, in the City Council Chambers, City Hall, 500 Broadway, Chelsea.

Members Present: Chairman Ed Ells, Vice-Chairman Rosemarie Carlisle, Lucia Colon, Lisa Lineweaver, Ana Hernandez, Charles Klauder, Angel Meza, Carlos Rodriguez, Jeannette Velez, and Student Representative Mark Beltran.

Also Present: Superintendent of Schools Dr. Mary M. Bourque, Executive Director for Administration and Finance Gerry McCue, and School Business Manager and Clerk to the School Committee Barbara Martin.

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

Pledge of Allegiance:

School Committee Minutes: The minutes of the January 2, 2013 Organizational Meeting, and the January 3, 2013 School Committee Meeting were unanimously approved.

Public Comment:

- Jason Jimenez from the non-profit group Music Motivates Me Tour spoke on the positive effect music has on motivating students. The group works with middle and high school students throughout Massachusetts.
- Jackie Clark, Executive Director of Shore Educational Collaborative spoke about the partnership between Shore and the seven district members. Currently Chelsea has 55 students in the various Shore Educational Collaborative programs. Ms. Clark also touched on recent legislation passed mandating that collaborative boards meet at least six times a year and have annual external audits. Shore has met these requirements prior to the new regulations.

Report of the Superintendent of Schools:

Student Achievement: In the absence of Assistant Superintendents Breau and Weinberg, Dr. Bourque called upon Executive Director for Administration and Finance Gerry McCue to report on student achievement. Mr. McCue discussed the District Indicators of Success from January 2013. Indicators 1-Attendance year to date was 93.9%, slightly below the previous year to date average of 94.2%. Indicator 2- Annual dropout rate includes twelve additional students. Seven are attending an Adult Education Program and five are unknown. Indicator 6 – 80% of middle school students will read at a Lexil level of 955 by the end of Grade 7 is up 10% over last year. Indicator 7- 80% of elementary school students will score a 24 or higher on the Dibels Daze up 1% over last year. Indicator 10-Student Mobility was 15.1 % year to date. 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 January 31, 2013 the district-wide enrollment was 6,044 students, including 127 students in out-of-district placements. In addition, there are 3 Chapter 768 students for whom the district has financial responsibility.

Dr. Bourque noted that there would be no school on Friday, February 8, 2013 due to the impending snow storm. Also Winter break is scheduled for February 18-22, 2013.

Next, Dr. Bourque reported that the Pre K lottery was held on Wednesday, February 4, 2013 at the Early Learning Center. There were approximately 130 people in attendance. With the use of the computer generated lottery system the process took only forty minutes to complete.

Dr. Bourque was very happy to report that Chelsea was named the AP College Boards National District of the Year for 2013. Only three awards are given throughout the country. It is based on the number of students taking AP tests and scoring 3, 4 or 5. Chelsea High School has increased the numbers of AP subjects, number of students taking the tests and number of students scoring 3, 4, or 5 for three consecutive years.

Lastly, Dr. Bourque noted that Chelsea High teacher Catherine Doherty was named Entrepreneurship Educator of the Year and 2011 Chelsea High graduate Jennifer Lasala was named Global Youth Entrepreneur of the Year.

Committee Reports:

- **Budget & Finance:** Ms. Lineweaver reported that the subcommittee last met on January 31, 2013. A copy of the report is attached and forms a part of these minutes.
- **Curriculum & Instruction:** Ms. Velez reported that the subcommittee met on January 24, 2013. A copy of the report is attached and forms a part of these minutes.

Student Representative: Mr. Beltran reported the following:

SAC is holding a fund raiser and also collecting toiletries to donate to HarborCov.

The spring musical “Rent” is scheduled for April 14, 2013.

Pathways Internships began this week, students are interning at Chelsea District Court, Leonard Florence Center, and several other local businesses.

New Business:

- Ms. Velez moved to approve a new consumable science textbook *HMD Science Fusion* – published by *Houghton Mifflin Harcourt*.

On a voice vote the motion passed.

- Ms. Lineweaver moved to approve a two year extension to the Jacobs Project Management Contract.

Chairman Ells called for a roll call vote.

Charles Klauder	Y
Carlos J. Rodriguez	Y
Rosemarie Carlisle	Y
Edward Ells	Y
Lucia Colon	Y
Ana Hernandez	Y
Jeanette Velez	Y
Lisa Lineweaver	Y
Angel Meza	Y

Having nine votes in the affirmative, with one absent, the motion was approved.

- Ms. Lineweaver moved to approve an extension of the Memorandum of Understanding.

Chairman Ells called for a roll call vote.

Charles Klauder	Y
Carlos J. Rodriguez	Y

Rosemarie Carlisle	Y
Edward Ells	Y
Lucia Colon	Y
Ana Hernandez	Y
Jeanette Velez	Y
Lisa Lineweaver	Y
Angel Meza	Y

Having nine votes in the affirmative, with one absent, the motion was approved.

Mr. Ells moved to update the Schedule of Athletic and Performing Arts Salary Stipends Sections of the Non Bargaining Salary Schedule.

Chairman Ells called for a roll call vote.

Charles Klauder	Y
Carlos J. Rodriguez	Y
Rosemarie Carlisle	Y
Edward Ells	Y
Lucia Colon	Y
Ana Hernandez	Y
Jeanette Velez	Y
Lisa Lineweaver	Y
Angel Meza	Y

Having nine votes in the affirmative, with one absent, the motion was approved.

Late Motion:

Under a suspension of the rules, a late motion was filed and accepted: Consideration and Action to accept the recommendation of the Superintendent of approve a day trip to

the United Nations, NYC for 8 students and 2 teachers planning on February 4, 2013 to participate in the United Nations Association of America's annual member's day.

On a voice vote the motion passed.

Communications: Letter from Brighter Holidays Committee of the Chelsea Chamber of Commerce was accepted and filed.

Book of the Month: Mrs. Carlisle donated several Sesame Street and Highlight books to students at the Early Learning Center.

Ms. Colon volunteered the Book of the Month for March

Adjournment: The meeting adjourned at 8:05 p.m.

Recorded by

A handwritten signature in cursive script that reads "Barbara A. Martin".

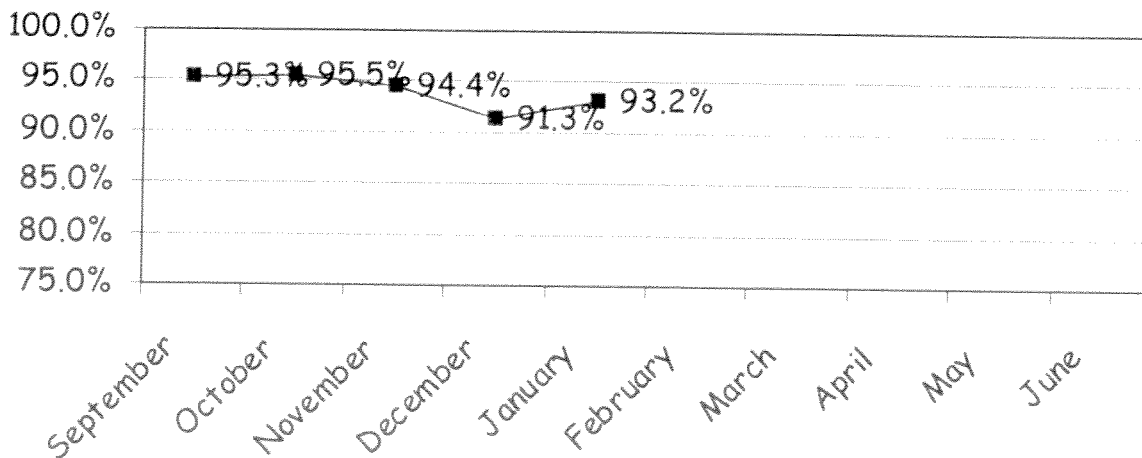
Barbara A. Martin
Business Manager
Clerk to the Chelsea School Committee

Indicators for Success January 2013

**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	MTD	YTD					
Grade 1	96.0%	96.5%	95.6%	91.2%	94.1%	94.7%					
Grade 2	96.6%	96.8%	96.1%	91.5%	95.0%	95.3%					
Grade 3	96.4%	96.8%	95.8%	93.1%	95.2%	95.5%					
Grade 4	96.5%	96.0%	96.0%	94.6%	95.2%	95.7%					
Grade 5	94.0%	97.1%	96.6%	94.3%	94.8%	95.4%					
Grade 6	96.7%	97.0%	96.7%	93.4%	95.3%	95.9%					
Grade 7	96.8%	97.1%	95.7%	93.7%	94.5%	95.7%					
Grade 8	95.9%	96.7%	95.2%	92.9%	93.6%	94.9%					
Grade 9	92.5%	91.6%	90.0%	86.9%	90.1%	89.9%					
Grade 10	92.7%	92.1%	90.1%	87.5%	90.4%	90.4%					
Grade 11	93.8%	92.8%	91.2%	88.6%	90.0%	91.0%					
Grade 12	93.1%	93.2%	92.1%	88.7%	90.7%	91.3%					
Post-Graduate	93.6%	88.8%	68.9%	87.8%	85.0%	84.2%					
Kindergarten	95.3%	95.3%	93.5%	89.0%	90.9%	92.8%					
Grade PreK	95.9%	95.8%	94.0%	90.6%	92.0%	93.7%					
District Total	95.3%	95.5%	94.4%	91.3%	93.2%	93.9%					

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
Oct. 1 st Enrollment	5638	5570	5692	5896*
# of Drop-Outs	64	39	63	54
Drop-Out %	1.13	0.70	1.11	0.91

*DESE District enrollment as of 10/1/2012

CHS Programmatic Breakdown this year to date

CHS Enrollment	Regular Ed Students	Sped Students	ELL Students
Oct. 1 st Enrollment**	1372	142	225
# of Drop-Outs	34	8	12
Drop-Out %	2.5%	5.6%	5.3%

** DESE CHS enrollment as of 10/1/2012

1/1/2013-1/30/2013

- 12 students have withdrawn
- 7 to Adult Education Program and 5 'Plans Unknown'
- Regular Ed = 6, Alternative = 1, SpEd = 3, LEP = 2
- Grade 9 = 5
- Grade 10 = 2
- Grade 11 = 3
- 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 Q1	2012-13 Q2	2012-13 Q3
Elementary	8.11%	3.3%	4.3%		
Middle	3.86%	5.9%	4.4%		
High School	5.63%	6.1%	5.0%		

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 2010-2011, 146 students were retained (divided by CHS Oct. 1 enrollment of 1,353) for a retention rate of 10.8%.
In 2010-2011, 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 2011-2012 369 Grade 9 students - 86 retained (23%) and 360 Grade 10 students - 73 retained (20%).
- In 2012-2013 413 Grade 9 students - 56 retained (13.6%) and 363 Grade 10 students - 43 retained (11.8%).

Quarter 1 Grades

Grade	Total # of students	1 failing grade	2 failing grades	3 failing grades	4 failing grades	Total %
9	413	62	35	29	68	47%
10	358	62	43	37	57	56%

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
Grade 5	30%	28%	25%	42%	35%
Grade 6	38%	35%	37%	37%	47%
Grade 10	44%	43%	39%	51%	54%

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%	

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%	

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).

(Progress monitored every 3-4 weeks)

	At risk	Some risk	Low Risk
2012	9%	11%	81%
2013			

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

(Report yearly)

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

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

	Sept 30		Oct.		Nov.		Dec		Jan		Feb		March		April		May		June		TOTAL
	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out			
ELC (K only)	32	6	15	6	6	3	3	4	5	3											83
Elementary	89	36	18	8	18	8	10	13	12	10											222
Middle School	81	53	21	13	23	14	13	5	10	20											253
High School	117	50	24	16	21	28	14	17	22	25											334
District Total	319	145	78	43	68	53	40	39	49	58											892

*District-wide mobility rate (sum of transfers in and transfers out divided by October 1st enrollment (5896)) is 15.1% year to date.

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

	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Rate	30.0	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

Curriculum and Instruction Sub-Committee Meeting

January 24, 2013

In Attendance: Jeanette Velez, Angel Meza, Lisa Lineweaver and David Weinberg

Meeting started 6:02pm

Currently the Clark Avenue Middle School has been piloting 2 consumable texts books. A 7th grade Science book and a 5th grade History book. We are looking to the school committee as a whole to approve the expansion of the science book to the Browne Middle School and to extend the use of the History book for another year at the Clark. Race to the Top funds will be used and Superintendent Bourque received approval.

Ms. Lineweaver moved to recommend extension and expansion of the text books.

During the meeting we also discussed MCAS workshop during the School Committee retreat. We reviewed our norms and ended with our Plus/Deltas.

Meeting Adjourn 6:35pm



School Committee

DRAFT MINUTES OF THE BUDGET AND FINANCE SUBCOMMITTEE MEETING

January 31, 2013

The Budget and Finance Subcommittee met on Thursday, January 31, 2013 in the 3rd floor Conference Room, City Hall, 500 Broadway, Chelsea.

Members Present: Subcommittee Chair Lisa Lineweaver, Lucia Colon, Angel Meza, and Charles Klauder

Also Present: Executive Director for Administration and Finance Gerald McCue

Call to Order: The meeting was called to order at 6:02 p.m.

Transfer Requests: The Committee reviewed the requests for the current period.

New Business:

FY14 Budget Update

Mr. McCue shared an updated draft budget summary based on the info from the newly released governor's budget Chapter 70 aid. Key highlights include:

- Our total required Net School Spending – the amount the state requires Chelsea Public Schools to spend on education – is up from \$67M to \$74.4M. After paying \$3.8M to charter schools who educate Chelsea residents, the remaining net school spending available to Chelsea Public Schools will be \$70,581,659.
- Chapter 70 state aid contribution is up about \$6M, and local (city) contributions will also up about \$1.2M, partly because this category has been underfunded for the last several years.
- All told, with increases in Chapter 70, local contributions, and special education circuit breaker funding, the projected budget is coming in at \$6.1M above last year's budget. This is good news, but not enough to fully fund the projected new expenses.
- The next step is firming up estimates for the non-discretionary new expenses (e.g., contractually required salary increases, increases to pensions, benefits and Medicare, special education tuition increases), which will then allow prioritization among desired discretionary spending on school programming.
- At this point, the budget office is **not** projecting teacher layoffs or major program cuts.
- This year's budget reflects a couple changes to how school-related expenses are distributed and budgeted for between the school department and the city:

- Charter-school tuition will be paid out of Chapter 70 funds instead of city funds.
- The city will pay for certain school-related expenses not allowable under Net School Spending: transportation, crossing guards, and Intergenerational Literacy Project
- City administrative costs (“overhead”) proportionally attributable to school department usage (such as auditors, inspectional services, treasury, etc.) will be counted under net school spending.

The benefits of these changes will be that spending on charter schools is accounted for more transparently, which is important data for school staff and community members to track.

All school committee members and members of the public are encouraged to attend the next meeting of the Budget and Finance Subcommittee on February 28th at 5:30, the March 7th public hearing, and the school committee vote on March 14th.

Update on Clark Avenue School Project

Mr. McCue updated the subcommittee on the Clark Avenue School Project. The project manager has been selected, Pinck & Company. The original proposal had been for a “major repair project” with estimated cost of \$10M, but the state has approved the feasibility study to examine a full range of options, from major repair to total renovation or new construction. These more dramatic options would be more costly, more in the \$27.5M range. Since the cost of a feasibility study is a percentage of total project cost, the school department is requesting that the city approve and fund a supplement to the original allocation for the feasibility study.

These fees – a total of \$598,850 – will cover the cost of the feasibility study, which will explore and present options for the best way to bring the Clark Avenue School, including schematics. The timeline hopes to have a designer on board by April, with feasibility study concluded by December 2013 and schematics completed and ready for city approval and appropriation by June 2014.

Once a recommended path has been approved (approximately 18 months from now) the Massachusetts School Building Authority will negotiate a new agreement and budget, with the state funding approximately 78% of the total design and construction cost.

Members of the public interested in following the process can attend the open meetings of the School Building Committee for the Clark Avenue School, which comprises a diverse group of school and community stakeholders.

Two-Year Contract Extension for Jacobs Property Management

In 2010, CPS entered a three-year contract with Jacobs Property Management for architectural, engineering, and contractor management services, with the possibility of three two-year extensions. The first three-year contract expires March 31, 2013, and the school department requests approval to exercise the first two year extension, lasting until March 31, 2015. Any contract over three years in duration needs to be approved by the school committee. The subcommittee recommends approval.

Update to Non-Bargaining Hourly Salary Schedule

To bring the school-committee approved Schedule of Athletic Stipends in line with established practice, the school department recommends the addition of one role to the "Other Athletic Staff" category:

Athletic Worker (multi-game rate) -- \$45.00

This rate will fund staff who provides scorekeeping and other administrative and support services to varsity and junior varsity sports games *that occur on the same day*.

Adjournment: The meeting adjourned at 7:22 p.m. The next meeting will be held on February 28, 2013 at 5:30 pm in the 3rd floor conference room. *Please note the shift in week and in time, due to school vacation the previous week.*