



School Committee

MINUTES OF THE CHELSEA SCHOOL COMMITTEE MEETING

June 7, 2012

Approved September 7, 2012

The Chelsea School Committee met on Thursday, June 7, 2012, in the City Council Chambers, City Hall, 500 Broadway, Chelsea.

Members Present: Chairman Lucia Colon, Vice-Chairman Lisa Lineweaver, Ed Ells, Ana Hernandez, Charles Klauder, Angel Meza, Carlos Rodriguez, Jeannette Velez and City Council Delegate Cliff Cunningham.

Also Present: Superintendent of Schools Dr. Mary M. Bourque, Assistant Superintendent Linda Breau, Assistant Superintendent Assistant David Weinberg, Human Resources Director Tina Sullivan 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 May 24, 2012, School Committee Meeting were unanimously approved.

Presentations: Mr. James Everett Curtis was awarded a Chelsea High School diploma through the Commonwealth of Massachusetts Operation Recognition. A copy of the resolution is attached and forms a part of these minutes.

Dr. Bourque then announced the 2012 Students of the Year:

Chelsea High School- Constance Beck-Treadway
Browne Middle School- Wilber Alfaro
Wright Science & Technology Academy-Eduardo Ulloa
Clark Ave Middle School- Katherine Barnes
Berkowitz Elementary School- Tyra Crossley
Hook Elementary School- Briana Maldonado Granados
Kelly Elementary School- Jasmin Jovel Platero

Sokolowski Elementary School- Irma Del Valle

Each student was presented with a citation and a book award presented by their teacher or principal and a member of the School Committee.

Next, Dr. Bourque announced the 2012 Retirees:

Mary Grace Fusco	Lewis Warren
Deborah Patti	Debra Guiffre
Margaret Mar	Luis Cordero
Joanna Pawlak	Susan Fintonis
Leona Gibbs	Rita Shapiro
Lawrence Dulong	Linda Boyle
Elba Torres	Theresa Grimaldi
Carmen Diaz	Karen Burke
Aurea Drinkwater	

At this time, Vice Chairman Lineweaver under suspension of the rules moved to accept the donation of original artwork from Kimberly Rauda a student at Chelsea High School. Ms. Rauda created a "Bridge to Success" portrait.

At this time Chairman Colon called for a recess to allow audience members to leave if they wished. Committee member Ana Hernandez also left at this time do to illness.

Public Comment: The following Chelsea residents spoke requesting the School Committee's vote in support of the resolution against the Secure Communities Act:

Yesinia Alfaro- Alvarez
Damaris Gonzalez
Lyn Meza
Christopher Gonzalez
Frances Sisnowski
David Martinez

Report of the Superintendent of Schools:

Student Achievement: Dr. Bourque called upon Asst. Superintendent Breau to report on student achievement. Mrs. Breau noted that there was no report since it has only been two weeks since the last report. All full report on the Indicators of Success will be available at the School Committee retreat on June 16, 2012.

Personnel Report: None

Enrollment Report: Dr. Bourque commended the Enrollment Report to the record. As of June 1, 2012 the district-wide enrollment was 5,759 students, including 121 students in out-of-district placements. In addition, there are 3 Chapter 768 students for whom the district has financial responsibility.

Miscellaneous: Dr. Bourque noted that Thursday, June 14, 2012, is the last day of school for all students except Chelsea High School; they finish on Friday, June 15, 2012.

Committee Reports:

- **Budget & Finance:** Ms. Lineweaver reported that the subcommittee last met on May 24, 2012. A copy of the report is attached and forms a part of these minutes.
- **Curriculum and Instruction:** Ms. Velez reported that the subcommittee met on May 31, 2012. A copy of the report is attached and forms a part of these minutes.
- **Human Resources:** Mr. Ells reported that the subcommittee met on June 4, 2012. A copy of the report is attached and forms a part of these minutes.

New Business:

- Mr. Ells moved to approve the four handbooks for the ELC, Elementary, Middle Schools, and High School. Under suspension of the rules the motion was approved.
- Mr. Rodriguez moved to accept the Addendum to the Chelsea Public Schools Wellness Policy. Under suspension of the rules the motion was approved.
- Mr. Ells moved to accept the Memorandum of Understanding between the Chelsea School Committee and the Chelsea Teachers' Union, Local 1340, AFT-MA, AFL-CIO for Expanded Learning Time at the Browne Middle School.

Chairman Colon called for a roll call vote.

1	Ana Hernandez	absent
2	Edward Ells	Y
3	Angel Meza	Y
4	Lucia Colon	Y
5	Lisa Lineweaver	Y
6	Carlos Rodriguez	Y
7	Charles Klauder	Y
8	Rosemarie Carlisle	absent
9	Jeannette Velez	Y

Having seven votes in the affirmative and two absent, the motion was approved.

- Ms. Lineweaver moved to approve an additional appropriation to the 2012-2013 budget in the amount of \$750,000.00. Questions and discussion ensued.

Chairman Colon called for a roll call vote.

1	Ana Hernandez	absent
2	Edward Ells	Y
3	Angel Meza	Y
4	Lucia Colon	Y
5	Lisa Lineweaver	Y
6	Carlos Rodriguez	Y
7	Charles Klauder	Y
8	Rosemarie Carlisle	absent
9	Jeannette Velez	Y

Having seven votes in the affirmative and two absent, the motion was approved.

- Ms. Colon moved to accept the recommendation of the Superintendent to approve a one day trip to Fun Town/Splash Town in Saco Maine for the end-of-summer REACH program Celebration. Under suspension of the rules the motion was approved.
- Ms. Lineweaver moved to extend the Out of District Transportation Contracts for one year, for a total contract period of five years.

Chairman Colon called for a roll call vote.

1	Ana Hernandez	absent
2	Edward Ells	Y
3	Angel Meza	Y
4	Lucia Colon	Y
5	Lisa Lineweaver	Y
6	Carlos Rodriguez	Y
7	Charles Klauder	Y
8	Rosemarie Carlisle	absent
9	Jeannette Velez	Y

Having seven votes in the affirmative and two absent, the motion was approved.

- Ms. Lineweaver moved to extend the Yellow Bus (regular education) Transportation Contracts for one year, for a total contract period of five years.

Chairman Colon called for a roll call vote.

1	Ana Hernandez	absent
2	Edward Ells	Y
3	Angel Meza	Y
4	Lucia Colon	Y
5	Lisa Lineweaver	Y
6	Carlos Rodriguez	Y
7	Charles Klauder	Y
8	Rosemarie Carlisle	absent
9	Jeannette Velez	Y

Having seven votes in the affirmative and two absent, the motion was approved.

- Ms. Lineweaver moved to increase the school lunch prices to ten cents. Ms. Lineweaver noted that the motion should have read increase the school lunch prices by ten cents.

Chairman Colon called for a roll call vote.

1	Ana Hernandez	absent
2	Edward Ells	Y
3	Angel Meza	Y
4	Lucia Colon	Y
5	Lisa Lineweaver	Y
6	Carlos Rodriguez	Y
7	Charles Klauder	Y
8	Rosemarie Carlisle	absent
9	Jeannette Velez	Y

Having seven votes in the affirmative and two absent, the motion was approved as amended.

Ms. Colon moved to adopt and implement a tuition fee to be charged to adult learners participating in Workplace Literacy Program (WPL) and to establish a revolving fund for the receipt and disbursement of said tuition and fees collected by the Intergenerational Literacy Program. Questions and discussion ensued.

Chairman Colon called for a roll call vote.

1	Ana Hernandez	absent
2	Edward Ells	Y
3	Angel Meza	Y

4	Lucia Colon	Y
5	Lisa Lineweaver	Y
6	Carlos Rodriguez	Y
7	Charles Klauder	Y
8	Rosemarie Carlisle	absent
9	Jeannette Velez	Y

Having seven votes in the affirmative and two absent, the motion was approved as amended.

Mr. Ells moved to move the discussion and appointment of the representative to the Shore Educational Collaborative Board to the School Committee Retreat on June 19, 2012.

Chairman Colon called for a roll call vote.

1	Ana Hernandez	absent
2	Edward Ells	Y
3	Angel Meza	Y
4	Lucia Colon	Y
5	Lisa Lineweaver	Y
6	Carlos Rodriguez	Y
7	Charles Klauder	Y
8	Rosemarie Carlisle	absent
9	Jeannette Velez	Y

Having seven votes in the affirmative and two absent, the motion was approved as amended.

- Mr. Meza moved to adopt a Resolution against the Secure Communities Act. Questions and discussion ensued. Mr. Ells moved to amend the last line to read as follows: BE IT RESOLVED that the Chelsea School Committee is against the unintended consequences of the Secure Communities Act. Questions and discussion ensued.

Chairman Colon called for a roll call vote.

1	Ana Hernandez	absent
2	Edward Ells	Y
3	Angel Meza	N
4	Lucia Colon	Y

5	Lisa Lineweaver	Y
6	Carlos Rodriguez	Y
7	Charles Klauder	Y
8	Rosemarie Carlisle	absent
9	Jeannette Velez	Y

Having six votes in the affirmative, one against and two absent, the motion was approved as amended.

Communications: Accepted and filed the Use of School Property requests. Accepted and filed the New England Association of Schools & Colleges review of the Pre-Self Study of Chelsea High School and they continued the school's accreditation. Dr. Bourque noted they were pleased with the work of the redesign committee.

Adjournment: The meeting adjourned at 9:10 p.m.

Recorded by

Barbara A. Martin

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



School Committee

DRAFT MINUTES OF THE BUDGET AND FINANCE SUBCOMMITTEE MEETING

May 24, 2012

The Budget and Finance Subcommittee met on Tuesday, May 24, 2012 in the 3rd floor Conference Room, City Hall, 500 Broadway, Chelsea.

Members Present: Lucia Colon and Angel Meza. Chairman Lisa Lineweaver and Charles Klauder joined the meeting at 6:40 p.m.

Also Present: Executive Director for Administration and Finance Gerald McCue and School Business Manager Barbara Martin

Call to Order-The meeting was called to order at 6:22 p.m.

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

New Business- Consideration and action to extend the Out of District Transportation Contracts for one year, for a total contract period of five years.

Barbara Martin explained that contracts that go beyond three fiscal years must be approved by the School Committee. Last year, the Committee approved an extension to bring the contract period to four years. This request covers the fifth and final year of this contract.

The members present agreed to recommend that this matter be taken up by the full school committee.

Consideration and action to extend the Yellow Bus (regular education) Transportation Contracts for one year, for a total contract period of five years.

Barbara Martin explained that contracts that go beyond three fiscal years must be approved by the School Committee. Last year, the Committee approved an extension to bring the contract period to four years. This request covers the fifth and final year of this contract.

The members present agreed to recommend that this matter be taken up by the full school committee.

Consideration and action to increase the school lunch prices by ten cents.

Gerry Mc Cue explained we are under a federal requirement to maintain minimum lunch prices that correspond to federal reimbursements for school lunches. To maintain compliance with this requirement it is necessary to consider increasing school lunch

prices. A \$0.10 across- the-board increase would be the most equitable increase at this time, given the gap between the required price and what we are charging. The members present agreed to recommend that this matter be taken up by the full school committee.

Consideration and action to adopt policy concerning new Commonwealth of Mass school nutrition regulations. The new regulations were discussed with the possibility of including other school programs that may otherwise be exempt. The information was for discussion purposes only as this matter will be taken up by the Policies and procedures Committee.

Gerry Mc Cue also discussed the proposed allocation of funds from additional budget appropriation of \$750,000 provided by the City. Members will be emailed this proposal with the expectation it will be taken up at the June 7, 2012 School Committee meeting.

Adjournment- The meeting adjourned at 7:00 p.m.

D

Policy & Procedure Sub-Committee Meeting
Thursday, May 31, 2012

In Attendance: Superintendent Mary Bourque, Rosemarie Carlisle (P&P Committee Chair), Lucia Colon (School Committee Chair), Jeanette Velez, Ana Hernandez, Angel Meza, Carlos Rodriguez and Cheryl Watson (City Solicitor)

Meeting called to order @ 6:34pm

First topic discussed was the new Commonwealth of Mass school nutrition regulations. Chelsea Public schools already had started with some of the regulations due to the collaboration with the Healthy Chelsea Grant. The Budget and Finance Sub committee had made recommendations it was reviewed and everyone was in agreement. These recommendations will be presented to the School Committee as a whole on June 7, 2012.

The P & P subcommittee asked Cheryl Watson to advise us on the difference between petitions and resolutions. Cheryl talked about as an individual each School Committee member has a choice to sign a petition but that a resolution would be what the School Committee resolves to stand for.

With a resolution School Committee members are not obligated to sign or vote. The Subcommittee agreed to draft a Resolution Against the Secure Communities Act. Dr. Bourque agreed to assist the subcommittee with the task of drafting the language of the Resolution. The Resolution will be presented to the School Committee on June 7, 2012.

Meeting adjourned @ 7:10pm

**Chelsea Public Schools
Addendum to District and School Wellness Policy
May 31, 2012**

**Implementation of:
New Massachusetts School Nutrition Standards
for Competitive Foods and Beverages.**

New regulations for school nutrition standards that apply to competitive foods and beverages sold or made available in public schools will go into effect on August 1, 2012. Competitive foods are defined as foods provided in:

1. School cafeterias offered as à la carte sales items
2. School buildings including classrooms and hallways
3. School stores
4. School snack bars
5. Vending machines
6. Concession stands
7. Booster sales
8. Fundraising activities
9. School-sponsored or school related events
10. Any other location on school property

At a minimum, the regulations apply to competitive foods and beverages sold or provided to students 30 minutes before school and 30 minutes after school, except for vending machines which must comply with the standards at all times.

Chelsea Public Schools have adopted the following policies which may or may not go beyond the minimum standards.

Soft drink vending machines in teacher rooms

These vending machines are exempt as long as the teacher rooms do not have student access. We will continue to offer similar items in the teacher room vending machines as student offerings.

ILP, REACH

These programs would have to comply with the regulations.

Concession stand

Use of the concession stand will be exempt from the regulations (if use takes place after dismissal plus 30 minutes.)

Clubs/Fundraising

Items sold in the high school store or for school fundraisers would have to comply with these regulations.

Recommendation: Hold until revised regulations are available.

Boosters

If the Football Boosters or other boosters are fundraising at the school during the school day including 30 minutes before and after, then sale items would have to comply with these regulations.

Recommendation: keep booster clubs excluded from the policy for now for activities beyond the school day. For booster club activities within the school day, hold until revised regulations are available.

Afterschool Programs

These programs will be included in the policy; excluding CHS Culinary Club.

Classroom parties with parent provided food

Food and/or beverages provided by parents for classroom birthday parties or other celebrations would have to comply with these regulations.

Incentives in classrooms

Food and/or beverages provided by teachers as rewards would have to comply with these regulations.

Outside organizations using/renting the school space

Outside organizations are excluded from this policy unless specifically included.

**MEMORANDUM OF UNDERSTANDING BETWEEN THE
CHELSEA SCHOOL COMMITTEE
AND
CHELSEA TEACHERS' UNION, LOCAL 1340,
AFT-MA, AFL-CIO**

Expanded Learning Time Agreement for the Browne Middle School

1. This agreement shall be in effect for the 2012-13 school year only.
2. The parties agree that providing students and teachers in Chelsea additional learning and teaching time is an important strategy for improving student achievement.
3. The parties further agree that cooperation and collaboration in the development and implementation of any Expanded Learning Time program is essential to its success.

To ensure such cooperation and collaboration, any working group or committee formed either district-wide or school-based for the purpose of developing, implementing, redesigning, reviewing or evaluating Expanded Learning Time programs will include one CTU member appointed by the President of the CTU. If members of an ELT committee receive compensation for their service, the CTU appointee shall be compensated in the same manner as the other members of that committee. The amount of the payment shall not be subject to the grievance and arbitration clauses of the collective bargaining agreement.

4. The CTU approval process for the grant reapplication for the Brown School follows:
Approval by the CTU shall be by the CTU Executive Board after receiving a copy of the Browne school's grant reapplication and the results of the staff secret ballot. Any votes of the staff of the school regarding the ELT grant application shall be by secret ballot and performed by the CTU Building Representative, in consultation with the CTU President. Upon receipt of funding of the grant, the staff at the Browne School shall vote to opt in or opt out.
5. Nothing in this agreement shall alter the rights and terms of the current collective bargaining agreement between the parties unless specifically stated. The parties agree that the provisions of this MOU shall be enforceable through the Grievance procedures outlined in both the teacher and paraprofessional collective bargaining agreements.

6. **No CTU teacher or paraprofessional shall be required to participate in an Expanded Learning Time program. No CTU teacher or paraprofessional shall be disciplined or retaliated against, for opting in or out of the program. Those who choose not to participate shall have the same workday and work year as described in the current collective bargaining agreement. Any teacher or paraprofessional who declines participation in the program shall not be required to transfer to another school.**

The formal commitment to opt in shall be due after the school year 2012-2013 assignments have been issued and no later than the close of school on June 15, 2012. After June 15, 2012, the parties agree that a teacher/paraprofessional may change their commitment to not participate, upon extenuating circumstances and at the reasonable determination of the Principal.

Teachers of the Brown Middle School shall have the option of opting in for:
100% of all am & pm schedules
100% of all am solely
100% of all pm solely

The Superintendent and Union President will review this design after the first quarter.

Effective with 2012-2013 school year, all newly hired teachers (not including transferred teachers) for the Browne Middle School are required to opt in to the Expanded Learning Time Program at a 75% or 100% level for the first year and will be required to opt in for 100% beyond year 1 for a minimum of five (5) years.

7. **Teaching positions in the Expanded Learning Time Program shall be posted system wide (including all flexible schedule assignments) and applicants shall be selected by the school principal, with consideration to programmatic needs, in the following order:**
 - a. **Teachers in the school who hold professional status;**
 - b. **Teachers in the school without professional status;**
 - c. **Teachers from other Chelsea schools who hold professional teaching status;**
 - d. **Teachers from other Chelsea schools without professional teaching status;**
 - e. **If there is an insufficient number of applicants from within the system with the appropriate credentials, individuals from outside the system may be employed only for the work beyond the regular school day.**
 - f. **These appointments will be effective for the entire school year.**
 - g. **Class assignment for staff shall be determined by the Principal. All staff shall have the right to discuss class assignments with the Principal; a Union Representative shall be allowed.**
 - h. **Once enrichment classes are determined by principal, preference will be given by area of licensure and seniority from an established list.**

This protocol in section 7 shall not be subject to the grievance and arbitration clauses of the collective bargaining agreements.

8. The Expanded Learning Time program shall increase the teachers work time in accordance with the ELT grant requirements and Proposed Work Day Schedule attached as Attachment A. Any minor changes to Attachment A will be made between the Building Principal and the CTU Building Representative. Any major changes will be resolved between the CTU and the administration. Determination of minor/major changes shall be determined by the CTU Building Representative.

The daily schedule for those who participate in the ELT program shall not exceed nine (9) hours, excluding all current contractual and professional obligations including, but not limited to parent teacher conferences, Open House, Concerts, Art Show, stipended positions, and participation in voluntary activities such as professional development opportunities, curriculum committee meetings, school council meetings, book clubs, parent workshops, and any other school sponsored activities, meetings and gatherings.

Teachers who opt out of participation in the afternoon portion of Expanded Learning Time program will not be assigned an ELT related duty for the last 15 minutes of the day.

9. Teachers at the Browne Middle School who participate in the Expanded Learning Time program and have a 90% attendance rate shall receive an annual stipend based on years of experience teaching in Chelsea as follows:

	<u>Stipend</u>
0 – 3 years:	\$10,000
4 – 7 years: (Beginning of 4 th year)	\$12,800
8 years or more: (Beginning of 8 th year)	\$14,500

Payment shall be included in equal installments in their 24 annual paychecks and shall be retirement-worthy. The stipend payments will be pro-rated for less than full completion of the expanded learning time duties.

10. Teachers who opt in for full participation (100%) will be eligible for a participation incentive bonus. Teachers who opt in at 100% and complete the full participation/full year schedule with a 90% attendance rate will be eligible to receive a bonus from a pool of \$20,000 split evenly, with a maximum of \$1,000 per teacher, to be paid in a lump sum in the last check for May.

11. Paraprofessionals who elect to work additional hours in the Expanded Learning Time program shall be compensated at their hourly rate of pay for each hour worked beyond the regular contractual workday and such payment shall be retirement-worthy.

Paraprofessionals who teach or serve as substitute teachers in the ELT program and those assigned to the Alternative Program shall receive the additional substitute hourly pay as specified in the Paraprofessionals bargaining agreement (specified as \$9.00 per hour effective July 1, 2011).

- a. Additional professional development/common planning time specified in the schedules on early release days will be part of the professional expectations of teachers opting to participate in the Expanded Learning Time program (in the same method of staff meetings for all staff). A good faith effort will be made by the Administration to establish a collaborative co-planning period.
12. Class size: The Administration will make a good faith effort to achieve the following goals for maximum class size as follows:

Physical Education classes:	35 students
Enrichment classes	30 students
Academic classes	20 students
Remediation classes	15 students

The STARS Program shall maintain a maximum of 5 students to 1 staff ratio.

Any language agreed to in the Collective Bargaining Agreement relative to the relieve of large class sizes will apply to this section.

13. The STARS Program will be provided with a portion of gym space in the Williams School Building for two of the four extended days during elective time at the end of the day (2:45 to 3:36)
14. The parties agree to discuss any issues regarding this MOU as they evolve.
15. Nothing in this Memorandum of Understanding mandates the Superintendent, to implement an Expanded Learning Time Program in any school within the District. At any time throughout the process, the Superintendent has the discretion to withdraw the districts' applications and or participation in the ELT program. The Superintendent's discretion to implement the ELT program shall not be subject to the grievance and arbitration procedures of the collective bargaining agreements.

APPROVED:

DATE: MAY 15, 2012


FOR THE CHELSEA SCHOOL COMMITTEE


CHELSEA TEACHERS' UNION



WHAT IS THE WORKPLACE LITERACY PROGRAM?

It is a literacy class aimed at improving the English language and literacy skills of adult English language learners employed by Cooper Industry Chelsea.

The program offers 40 hours of English language and literacy instruction over a 10-week period. Instruction focuses on improving vocabulary, grammar, pronunciation, reading, and writing skills. Content themes are aligned with topics of interest and importance both in and out of the workplace. Participants may enroll in one or more 10-week modules.

The Workplace Literacy Program is modeled after the highly successful Intergenerational Literacy Program, a family literacy and ESOL program that has operated in Chelsea since 1989. Fifteen employees may enroll in each ten-week module. The program offers 40 hours of English language and literacy instruction over a 10-week period. Instruction focuses on improving vocabulary, grammar, pronunciation, reading, and writing skills. Content themes are aligned with topics of interest and importance both in and out of the workplace. Participants may enroll in one or more 10-week modules.

WHAT DOES THE WLP DO?

In the WLP classroom, adults read and respond to literacy materials of adult interest and importance; they share and discuss literacy events, and they relate them to their lives at work, at home, and in the community. Emphasis is placed on reading, discussing, and writing about authentic experiences in the United States and countries of origin. The class is taught by an experienced adult ESOL teacher.

WHO CAN ATTEND WLP CLASSES?

WLP classes are open to Cooper Industries employees.

WHEN ARE CLASSES OFFERED?

The WLP classes meet **Monday and Wednesday from 4:00 to 6:00 PM**. The class session will begin on **Monday, July 9th** and run through **Wednesday, September 10th**.

CHELSEA SCHOOL COMMITTEE
RESOLUTION
Against Secure Communities

WHEREAS President Obama passed the Secure Communities Act; and

WHEREAS the City of Chelsea is a community of immigrants, rich in diversity and culture; and

WHEREAS the Chelsea School Committee believes the Secure Communities Act will hurt our community by promoting mistrust and fear; and

WHEREAS we believe this fear will negatively impact our public schools with increased student absences and reluctance of families to engage with our schools;

BE IT RESOLVED that the Chelsea School Committee is against the Secure Communities Act.

Signed:
