

**Portland Board of Education
Regular Meeting
Tuesday, June 4, 2024 @ 7:00 pm**

1. Call to Order and Roll Call

Laurel Steinhauser, Chair, called the meeting to order at 7:01 pm

BOE Members Present: Laurel Steinhauser, Meg Scata, Kim Nagy-Maruschock, Dave Murphy, Tim Lavoy, Angela Hammond

Members Absent: Sarah Spear

Administration Present: Superintendent Dr. Charles Britton, Stephanie Fragola Assistant to the Superintendent for Business and Financial Affairs, Dawn Davis Director of Student Services, Eric Martin Director of Curriculum, Instruction, and Technology

Student Representative: Caitlin Walsh

2. Pledge of Allegiance

3. Approval of Agenda

M. Scata moved to approve the agenda, seconded by K. Nagy-Maruschock. Unanimously approved. MOTION CARRIED.

4. Approval of Consent Agenda

- A. Approval of May 21, 2024 Board of Education Meeting Minutes
- B. Approval of Reading for Education Donation to Brownstone Intermediate, \$5.77
- C. Approval of Box Tops Donation to Brownstone Intermediate, \$18.10

T. Lavoy moved to approve the consent agenda, seconded by M. Scata. Unanimously approved. MOTION CARRIED

5. Audience of Citizens - none

6. Portland Public Schools Spotlight - Retirement Recognitions

Dr. Britton recognized retirees; Dawn Davis, Director of Student Services; Kathryn Kelly, Grade 7 Language Arts; Ann Marie Szerejko, Art Teacher; and Amanda Peck, Paraprofessional.

7. Student Representative Report

Caitlin reported that on May 28th annual awards night took place, on May 30th capstone night took place, grades 9-11 had class elections, valley view field day took place, and athletics are doing well.

8. Communications and Updates

A. Superintendent's Report

Dr. Britton reported that he received resignations from Shane Farrelly, Gildersleeve teacher, Christian Ticino, 4th grade teacher, Alyssa Donecker, school psychologist, Caitlin Izzo, special

education teacher, and Sam Graf paraprofessional. Information on the legislative update distributed to the Board. The Board was updated on the upcoming Board of Selectmen meeting on June 5th. This is in regards to the supplemental appropriation and school bonding. Dr. Britton made a recommendation to the Board to cancel our 6/18 meeting to attend the BOS Public Hearing for bonding and town meeting for supplemental appropriation. L Steinhauser would like to keep the Board meeting on the calendar in case it is needed. Discussion on 6/18 meeting date. Board consensus to cancel BOE meeting on 6/18. Discussion on BOS Public Hearing and Town Meeting dates and times. Enrollment report submitted.

B. Director of Student Services – D. Davis submitted and reviewed her report. Highlights include hiring a Speech and Language Pathologist, gearing up for the Extended School Year program, and the Summer Learning Program.

9. New Business (Discussion/Possible Action)

A. Request to Board of Selectmen for Supplemental Appropriation

Dr. Britton reviewed the memo and authorized expenditure report. He outlined the deficit line items. Current deficit amount is \$375,000.

S. Fragola explained the factors for the deficit to include ESS substitutes, special education evaluation billing, and speech & language and OT services to get through May-June.

D Davis explained the reasoning for Cheshire Fitness to continue to supplement our current in house service. She also explained our OT services.

M. Scata moved to request a supplemental appropriation to the Board of Education's General Fund Operating Budget from the Portland Board of Selectmen in the amount of \$375,000 due to cost overages in purchased services, tuition, and transportation. If the supplemental appropriation is approved, the following budget line items will be increased:

01-106-120-56003 \$82,500

01-108-120-56003 \$153,750

01-106-120-30030 \$75,000

01-108-120-30030 \$52,500

01-106-120-51010 \$7,500

01-108-120-51010 \$3,750

seconded by K. Nagy-Maruschock. Unanimously approved. MOTION CARRIED

B. Sixth Section of Kindergarten

Dr. Britton reviewed changes to state statutes on kindergarten enrollment. Current anticipated enrollment is 90. This may increase slightly closer to the start of school. Will still have surplus in the certified line item by having a sixth section as of right now. Open Choice seats have 10 openings. Discussion on ideal class size.

T. Lavoy moved to add a sixth section of kindergarten for the 2024-2025 school year, seconded by K. Nagy-Maruschock. Discussion. Unanimously approved. MOTION CARRIED.

C. Rescind Non-Renewals

Dr. Britton stated we were able to absorb some positions due to attrition.

M. Scata moved to rescind the non-renewal of letters of the following staff members listed below as recommended by the Superintendent of Schools:

Emily Davidson

Alley Furlong

Seconded by T. Lavoy. Unanimously approved. MOTION CARRIED.

D. Memorandum of Understanding for Extra Curricular Stipends (discussed in executive session)

E. Memorandum of Understanding for Contract Extension Agreement for Local 1303-144 of Council #4 Custodial and Maintenance Employees (discussed in executive session)

10. Old Business (Discussion/Possible Action)

A. New Teacher Evaluation Plan (2nd read)

E. Martin distributed and reviewed Appendix I: At-A-Glance Overview. This plan passed PDEC committee with full consensus, as well as with the administrators. This will take effect July 1, 2024.

M. Scata moved to accept the new teacher evaluation plan as presented, seconded by T. Lavoy. Unanimously approved. MOTION CARRIED.

B. Superintendent of Schools Contract 2024-2027 (discussed in executive session)

C. Superintendent of Schools Evaluation (discussed under executive session)

D. Board of Education Self-Evaluation (discussed under executive session)

11. Committee Reports

A. Curriculum – L. Steinhauser – next meeting on 6/19/24.

B. Policy – M. Scata – Next meeting on 6/12/24.

C. Personnel – L. Steinhauser – meeting held on 6/3/24 to discuss stipends, contract extensions, kindergarten section, and feedback on exit interviews. Started the process of contract negotiations.

D. Buildings and Grounds – K. Nagy-Maruschock – no meeting scheduled.

E. Liaison

1. CREC – M. Scata – Annual meeting in May.

2. Selectmen – D. Murphy – discussed water situation and budget being passed.

3. Youth Services Advisory Board – T. Lavoy – no report

4. Equity and Inclusion Coalition – S. Spear – next meeting 6/10/24.

5. Land and Building Usage Committee – D. Murphy – next meeting 6/17/24. Expressed his appreciation for the article M. Scata sent to the committee.

12. Audience of Citizens - none

13. Board of Education Member Comments

T Lavoy – congrats to retirees, liked how Dr. Britton acknowledged them. Stated he respected the work on the educator evaluation plan by Eric.

D. Murphy – congrats to retirees, especially Dawn who worked very hard.

K Nagy-Maruschock – congrats to retirees, especially to Dawn. Sorry to see some of the resignations. Thanked Dr. Britton for his hard work on budget.

A Hammond – Thanked the educator assessment group, congrats to retirees, and good luck to students in the summer. Noted for the record that she would have voted in favor of the education specification plan at the last meeting.

M Scata – suggested a book, capstone night was amazing

L Steinhauser – congrats to retirees, and especially Dawn. Reminded graduation is 6/13/24 at 6pm.

14. Executive Session – for the purpose of Superintendent 2024-2027 Contract, Superintendent of Schools Evaluation, and Board of Education Self-Evaluation, MOU for

Extra Curricular Stipends, and MOU for Contract Extension Agreement with Local 1303-144 of Council #4 Custodial and Maintenance Employees

T. Lavoy moved to go into Executive Session, and invite the superintendent, seconded by M. Scata . Unanimously approved. MOTION CARRIED.

**Entered Executive Session: 9:07 pm
Exited Executive Session: 10:26 pm**

15. Executive Session Action

Superintendent of Schools Contract 2024-2027

T. Lavoy moved to extend the superintendent's contract for three years, 7/1/24 through 6/31/27 with a 2.5% increase, seconded by M. Scata. Unanimously approved. MOTION CARRIED.

Memorandum of Understanding for Extra Curricular Stipends

K. Nagy-Maruschock moved to approve the memorandum of understanding with Portland –CEA updating the stipends authorized for the 2024-25 school year, seconded by A. Hammond. Unanimously approved. MOTION CARRIED.

Memorandum of Understanding for Contract Extension Agreement for Local 1303-144 of Council #4 Custodial and Maintenance Employees

A. Hammond moved to approve the memorandum of understanding to extend the Local 1303-144 of Council #4 American Federation of State, County and Municipal Employees, AFL-CIO bargaining agreement through June 30, 2026, seconded by K. Nagy-Maruschock. Unanimously approved. MOTION CARRIED.

16. Adjournment

T. Lavoy moved to adjourn the meeting at 10:28 pm, seconded by K. Nagy-Maruschock. Unanimously approved. MOTION CARRIED.

Respectfully Submitted,
Tricia Dean
Executive Assistant to the Superintendent/Board Clerk