

**Portland Board of Education  
Regular Meeting  
Tuesday, November 15, 2022 @ 7:00 pm**

**1. Call to Order and Roll Call**

L. Steinhauser, Chairperson, called the meeting to order at 7:00 pm

BOE Members Present: Laurel Steinhauser, Meg Scata, Tim Lavoy, Stacy Benham, Kim Nagy-Maruschock

Members Absent: Lauren Christensen, Dave Murphy

Administration Present: Superintendent Dr. Charles Britton, Stephanie Fragola Business and Financial Affairs, Dawn Davis, Director of Student Services

Student Representative: Leah Masal and Dorothy Riley

**2. Pledge of Allegiance**

**3. Approval of Agenda**

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

**4. Approval of Consent Agenda**

A. Approval of October 25, 2022 Board of Education Meeting Minutes.

B. Approval of Donation from Grynn & Barrett in the amount of \$425.56

**T. Lavoy moved to approve the consent agenda as presented, seconded by S. Benham. Unanimously approved. MOTION CARRIED**

**5. Audience of Citizens – none**

**6. Portland Public Schools Spotlight – Library Media Specialist Karen Radziewicz – Library Ambassadors Program –** Karen gave background on her history with the Portland district. Presented the Gildersleeve Library Ambassadors program. Students fill out an application to become an ambassador. Once selected student responsibilities include checking in books, organizing shelves, help with displays, arrange the maker space, and labeling books. Program also being implemented at Brownstone. L. Steinhauser stated this program is so impactful to kids.

**7. Student Representative Report –** L. Masal reported seniors reserved and painted parking spots, girls soccer team made it to finals, Project grad fundraiser going on currently to flock a friend, NHS candidates notified of status. D. Riley reported DECA went to Metlife stadium to learn about different job opportunities, Juniors hosted a dance, Senate had a food drive, DECA trip to Washington DC, Senate working on semi formal dance in December, and class 2024 having DQ fundraiser.

## 8. Communications and Updates

- A. Superintendent's Report – Dr. Britton received one resignation from Kelle Young. Enrollment report submitted. Challenge with 7<sup>th</sup> grade math teacher, position accepted then declined due to accepting another position. Current math teachers have stepped up to take a 6<sup>th</sup> section, and interventionist picking up another 2 sections. Dr. Britton thanked these teachers. Hopeful at next Board meeting will have the position filled. Included copy of mental health grant to include RFP and narratives in Board packet. Asking for \$360k to use towards a social worker. Updated Board on winter weather protocols. Working on a newly formed committee to implement a teacher recognition program, to include teacher of the year. Discussion on what the program entails and Portland's history. Participated in the CREC 6 part series on increasing educator diversity.
- B. Director of Student Services Report – D. Davis reported student numbers; 247 IEP (26 reside in Hartford), 14 outplaced, 2 pending outplacements, 44 in district receiving special program services, 18 in referral, 84 with active 504 plans (2 reside in Hartford), and 52 English language learners. Discussed the restraint seclusion process and what is happening in Portland. We follow all guidelines by the state and only use as last resort. Discussed training procedures. Shared incident numbers over the past 5 years. L. Steinhauser inquired about the rate of staff being injured. D. Davis stated it does happen both physically and emotionally. Will be investigating on this more by way of surveying staff. M. Scata inquired on the mobile crisis unit response rate. D. Davis stated it does take almost an hour for a typical response.

## 9. New Business (Discussion/Possible Action)

- A. Policy 3523.11 – Unmanned Aerial Systems (Drones) (*first reading*)
  - M. Scata recommend that we approve this tonight due to students ready to implement the program. C. Britton reviewed the program and policy.

**M. Scata move to accept policy 3523.11 Unmanned Aerial Systems and forgo second reading, seconded by T. Lavoy. Unanimously approved. MOTION CARRIED.**

- B. Policy 6163.33 – Therapy Dogs (*first reading*)
  - C Britton received feedback from attorneys and gained more clarification on certification. Discussion on allergy protocols.

- C. 2023 Board of Education Meeting Dates
  - L. Steinhauser asked to move the October meeting to Oct 3, and 17<sup>th</sup> since those dates do not conflict with any holidays.

**M. Scata moved to approve the 2023 Board of Education meeting dates as amended, seconded by T. Lavoy. Unanimously approved. MOTION CARRIED.**

- D. Heating Venting and Air Conditioning Grant (HVAC)
  - 1. Allocation of ESSER Funding to Support HVAC Grant
  - 2. HVAC Grant ApplicationBob Shea gave an overview of why the units are needed and why this is the best path to take. Units are at the 18-year mark with many repairs being done to the rooftop units. A big part of respiratory health is de-humidification. The new units would improve the indoor air

quality by removing moisture from the air conditioning system. This will make a significant difference to what is in place now. T. Lavoy asked if there is another alternative to bridge us to where we want to be, such as a lower number of units. B. Shea stated anything additional would be a help. First Selectman Curley felt comfortable asking the BOS to allocate \$120k out of the contingency fund, and possibly use ARPA funding. BOE Fund 11 funds may be able to be used towards the town share of \$120k. The town funding number is the number that would be matched. Process discussed on approvals. The amount of ESSER funds used would not wipe out our ESSER funds.

**M. Scata moved to recommend to the Portland Board of Education that the Board approve the allocation of \$200,000 of remaining ESSER funds to upgrade the HVAC system at the Portland Secondary School as proposed in the Superintendent's proposal, seconded by T. Lavoy. Unanimously approved. MOTION CARRIED.**

**S. Benham moved to recommend to the Portland Board of Education that the Board approve of the grant application for HVAC system improvements at the Portland Secondary School as proposed by the Superintendent of Schools, seconded by M. Scata. Discussion.**

**S. Benham moved to amend the motion: moved to recommend to the Portland Board of Education that the Board Amend approve the writing and submission of the grant application for HVAC system improvements at the Portland Secondary School as proposed by the Superintendent of Schools, seconded by M. Scata. Unanimously approved. MOTION CARRIED.**

**10. Old Business (Discussion/Possible Action) - none**

**11. Committee Reports**

- A. Curriculum – L Steinhauser – meeting with Eric this past week, with Kate joining. Shared thoughts on expanding program at high school to better meet the needs of all students. Eric gave rough draft of data presentation for standardized tests.
- B. Policy – M. Scata – 12/14/22 next meeting. State dept of education gave report of restraint seclusion.
- C. Personnel – L. Steinhauser – meeting on 11/28/22
- D. Buildings and Grounds – M. Scata – met with Bob and discussed HVAC.
- E. Liaison
  - 1. CREC – M. Scata – meeting 11/16/22
  - 2. Selectmen – D. Murphy – no report
  - 3. Committee on Solidarity – T. Lavoy – no report
  - 4. Equity and Inclusion Coalition – T. Lavoy – meeting 11/17/22
  - 5. School Facilities Study Committee – M. Scata – meeting 12/5/22, waiting for information from town financial planner.
  - 6. Youth Services Advisory Board – no liaison

**12. Audience of Citizens – none**

**13. Board of Education Member Comments**

M. Scata reported CABE conference starting 11/17/22, gave information on what will be highlighted at the conference. Library issues will be discussed. Attended conference that discussed assessments and attended diversity and equity workshop.

S. Benham appreciated school library spotlight.

L. Steinhauser reported that Lauren Christensen gave the Board her letter of resignation due to personal commitments in school.

Kim Nagy-Maruschock attended veterans day event and felt it was very impactful. Last week middle school/high school early release was abrupt and would prefer a phone call to notify rather than email only.

**14. Executive Session – none**

**15. Executive Session Action**

**16. Adjournment**

**T. Lavoy moved to adjourn the meeting at 8:58 p.m., seconded by M. Scata. Unanimously approved. MOTION CARRIED.**

Respectfully Submitted,

Tricia Dean, Clerk