

**Portland Board of Education
Personnel Subcommittee
Minutes of Monday, September 8, 2025 @ 4:00 pm**

Committee Members Present:

Laurel Steinhauser
Dave Murphy
Sarah Spear

Committee Members Absent:

None

Administration Present:

Dr. Charles D. Britton, Superintendent of Schools
Stephanie Fragola, Assistant to the Superintendent for Business and Financial Affairs
Sara McLaughlin, Director of Student Services

1. Call to Order and Roll Call

L. Steinhauser called the meeting to order at 4 pm

2. Approve Minutes of May 14, 2025

S. Spear moved to approve the minutes of May 14, 2025, seconded by D. Murphy. Unanimously approved. MOTION CARRIED

3. Bus Contract Negotiations

Negotiation date set for 9/17 @ 11 am

4. Paraprofessional Needs

S. McLaughlin updated the committee regarding the need for an additional para.

5. Paraprofessional Union Negotiations

a. Select negotiation dates for Sept/Oct/Nov

The committee selected the following dates: 10/2, 10/9, 10/16 at 3pm
Tricia will follow up on the dates with the union representative and our attorney.

6. Custodian Union Negotiations

a. Select negotiation dates for Sept/Oct/Nov

The committee selected the following dates: 10/30, 11/6, 11/3 at 3pm
Tricia will follow up on the dates with the union representative and our attorney.

7. Adjourn

The meeting was adjourned at 4:45 pm