

**Portland Board of Education  
Regular Meeting  
Tuesday, January 3, 2023 @ 7:00 pm**

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

L. Steinhauser, Chairperson, called the meeting to order at 7:02 pm

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

Members Absent: none

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

Student Representative: Leah Masal

**2. Pledge of Allegiance**

**3. Approval of Agenda**

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

**4. Approval of Consent Agenda**

A. Approval of December 6, 2022 Board of Education Meeting Minutes

Amend item #4 motion from opposed to abstained

B. Approval of Out-of-State Field Trip PHS Senior Class of 2023 to New York City – Broadway February 22, 2023

**T. Lavoy moved to approve the consent agenda and meeting minutes as amended, seconded by K. Nagy-Maruschock. Unanimously approved. MOTION CARRIED**

**5. Audience of Citizens – none**

**6. Portland Public Schools Spotlight – none**

**7. Student Representative Report – L. Masal reported spirit week was a huge success, more student participation than ever before. Winter sports started.**

**8. Communications and Updates**

A. Superintendent's Report – Dr. Britton received four resignations from M. Lavalette and K. Levesque, M. Jones and K. Dietrichsen and one retirement from M. Mckinley at the end of this school year. Enrollment report submitted. Discussion on Life Skills employee resignation. Extended gratitude to Mr. Shea and maintenance crew, the schools are looking great. Facility projects completed over the break, tank at Valley View came out. Tank projects at schools completed. Excavation of sidewalk at middle school complete. HVAC repairs

completed at schools. Fire Alarm repaired at secondary complex. Hood system cleaned in cafeteria at secondary schools. Transition this year from Aspen to Powerschool. Migrating data to Powerschool completed. Phase over goal is still planned for July 2023. S. Spear expressed thanks for using High School as warming station.

1. Distribution of Superintendent's Proposed FY 2023-2024 Budget – next week will be two budget workshops, once approved by the Board it becomes the Board's budget. Executive summary distributed. If members would like more detail of each section it is available at the Board's request. S. Fragola gave a brief overview of the budget binder. ESSR will be discussed in the budget workshop. L. Steinhauser asked members to send big questions ahead of the workshop meeting so that Dr. Britton can be prepared to answer.
- B. Assistant to the Superintendent for Business and Financial Affairs – S. Fragola submitted and reviewed report. Currently at deficit approximately \$400k, mostly due to special services. Quarterly update will be given at the next regular meeting. L. Steinhauser would like to get update on substitutes at a future meeting.
- C. Director of Student Services Report – D. Davis stated updated numbers for January not complete yet. Typical movement this time of year. Lost life skills teacher due to career movement. It will be a tough position to fill. Transition programming for 18-22 year old students is an area experiencing a bubble for next year, up to 7 students. Visited Middlesex transitioning facility with Dr. Britton to benchmark our programming. Supporting students that are in functional curriculum/life skills curriculum in Brownstone, where numbers have increased. Pursing to hire for speech pathologist position.

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

- A. Board of Education Subcommittee Assignments  
L. Steihauser stated new members have agreed to fill open spots. S. Spear will fill Personnel and Equity and Inclusion Coalition. K. Nagy-Maruschock will fill Building & Grounds.
- B. Memorandum of Understanding with PESO Collective Bargaining Unit (*Discussed in Executive Session*)
- C. Superintendent of Schools Mid-Year Review (*Discussed in Executive Session*)

## 10. Old Business (Discussion/Possible Action)

- A. 2023-2024 School District Calendar (*second reading*) – Dr. Britton moved the start date of school to Wed vs full week of school and added shorten day before winter break in December.

**T. Lavoy moved to recommend to the Portland Board of Education that the draft 2023-24 calendar presented by the Superintendent of Schools be adopted, seconded by S. Benham. Unanimously approved. MOTION CARRIED.**

## 11. Committee Reports

- A. Curriculum – L Steinhauser – meeting 12/21/22. Eric laid out new procedure for course proposals. Positive feedback on new courses. Discussed waiver on K-3 curriculum.
- B. Policy – M. Scata – meeting tentatively scheduled for 1/11/23, may need to find another mutually agreeable date.

- C. Personnel – L. Steinhauser – covered most of meeting tonight.
- D. Buildings and Grounds – M. Scata – no report
- E. Liaison
  - 1. CREC – M. Scata – meeting 11/11/23
  - 2. Selectmen – D. Murphy – looking at another grant for sidewalk improvements.
  - 3. Committee on Solidarity – T. Lavoy – no report
  - 4. Equity and Inclusion Coalition – T. Lavoy– December meeting postponed.
  - 5. School Facilities Study Committee – M. Scata – postponed meeting to Feb.
  - 6. Youth Services Advisory Board – no liaison

**12. Audience of Citizens – none**

**13. Board of Education Member Comments**

M. Scata wished everyone a happy new year.

**14. Executive Session**

A. for the purpose to review Memorandum of Understanding with PESO Collective Bargaining Unit

B. for the purpose of Superintendent of Schools Mid-Year Review

**M. Scata moved to enter into executive session for the purpose to review Memorandum of Understanding with PESO Collective Bargaining Unit and for the purpose of Superintendent of Schools Mid-Year Review, and to invite Superintendent Dr. Britton, seconded by K. Nagy-Maruschock. Unanimously approved. MOTION CARRIED**

**Entered: 8:14 pm**

**Exited: 8:54 pm**

**15. Executive Session Action**

**T. Lavoy moved to approve the memorandum of understanding dated July 1, 2022 – June 30, 2023 between the Portland Board of Education (herein after the “Board”) and the Municipal Employees Independent Local 506, SEIU, AFL-CIO (herein after the “union”), seconded by S. Benham. Unanimously approved. MOTION CARRIED**

**16. Adjournment**

**M. Scata moved to adjourn the meeting at 8:55 p.m., seconded by D. Murphy. Unanimously approved. MOTION CARRIED.**

Respectfully Submitted,

Tricia Dean, Clerk