

**Portland Board of Education
Regular Meeting Minutes AMENDED 1/3/23
Tuesday, December 6, 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, Dave Murphy

Members Absent:

Administration Present: Superintendent Dr. Charles Britton, Stephanie Fragola Business and Financial Affairs, Eric Martin, Director of Curriculum, Instruction, and Technology Report

Student Representative: Leah Masal

2. Pledge of Allegiance

3. Approval of Agenda

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

4. Replacement of Board of Education Member

Vacancy due to L. Christensen resignation. The Democratic Town Committee is recommending Sarah Spear.

M. Scata moved to recommend to the Portland Board of Education that Sarah Spear be appointed to fill the vacancy, seconded by K. Nagy-Maruschock. Discussion. T. Lavoy inquired as to the rush in bringing someone forward. L. Steinhauser stated they were anxious to bring someone in before budget negotiations started. There was a thorough process and the committee felt that Sarah's background made her well qualified.

MOTION CARRIED with 5 in favor and 1 abstention by T. Lavoy.

Sarah Spear was sworn in by Town Clerk Michael Tierney.
Sarah Spear joined the Board.

5. Approval of Consent Agenda

A. Approval of November 15, 2022 Board of Education Meeting Minutes.

M. Scata moved to approve the consent agenda as presented, seconded by S. Benham. Unanimously approved. MOTION CARRIED

6. Audience of Citizens – none

7. Portland Public Schools Spotlight – Portland Middle School – Theater Troupe – Principal C. Hershon introduced the theater troupe members. He spoke about the award that the troupe

received from Voya. Mr. Hanusch and Ms. Starkowski reviewed the program. Student members overviewed past and current plays.

8. **Student Representative Report** – L. Masal reported the winter ball was on Saturday. Fall sports awards night was last Wednesday. This Friday NHS promoting school nurses with a PJ day.
9. **Communications and Updates**
 - A. Superintendent’s Report – Dr. Britton welcomed new member Sarah. Dr. Britton received one resignation from Mindy Aresco paraprofessional and four retirements from Patty Blodgett math and computer science teacher, Stuart Noelte art teacher, Sharon Fuller music specialist, and Amanda Peck paraprofessional. Enrollment report submitted.
 - B. Assistant to the Superintendent for Business and Financial Affairs – S. Fragola submitted and reviewed report. M. Scata asked about soft freezes. S. Fragola stated software to run any programs were limited, but not many other items that can be frozen.
 - C. Director of Curriculum, Instruction, and Technology Report – E. Martin submitted report. L. Steinhauser and T. Lavoy both commended the format submitted for Eric’s report.

E. Martin presented the Student Achievement Data & Action Planning Report.
10. **New Business (Discussion/Possible Action)**
 - A. Class of 2023 Graduation Date – proposed graduation date of Monday, June 12, 2023, which is also the last day of school as it stands now. This date also coincides with the Project Graduation planned party.

M. Scata moved to recommend to the Portland Board of Education that the Portland High School Class of 2023 graduation date be set for Monday, June 12, 2023, seconded by K. Nagy-Maruschock. Discussion. Unanimously approved. MOTION CARRIED.
 - B. 2023-2024 School District Calendar (*first reading*)
Dr. Britton reviewed calendar. Engaged leadership team in discussion on first day of school and when to start. Consensus was to start on Wednesday vs a full first week. Also added ½ day before winter break. Note to revise last day of school to ½ day for this year’s calendar and proposed calendar for next year. Discussion on early release days and professional development days. Instructional minutes clarified by E. Martin. Agenda item will be on next month’s agenda for second review.
 - C. FY 2022 4th Quarter Transfers – S. Fragola reviewed procedures for transfers.

M. Scata moved to recommend to the full Board, the FY2022 fourth quarter budget transfers between the major objects; Salaries are being decreased by \$131,103.55 (object 11011-12022), Purchased services are being increased by \$24,179.06 (object 30010-33030), Other services is increased by \$106,924.49 (object 56003), seconded by T. Lavoy. Unanimously approved with 1 abstention by S. Spear. MOTION CARRIED.

D. Appoint Trustees – Gildersleeve Wheeler Educational Fund

1. Recommend Reappointment of Andy Bauer as a Gildersleeve Wheeler Educational Fund Trustee from January 1, 2023 through December 31, 2025

M. Scata moved to reappoint Andy Bauer as a Gildersleeve Wheeler Educational Fund Trustee from January 1, 2023 through December 31, 2025, seconded by T. Lavoy. Unanimously approved. MOTION CARRIED

2. Recommend Reappointment of Stephanie Tatro as a Gildersleeve Wheeler Educational Fund Trustee from January 1, 2023 through December 31, 2025

T. Lavoy moved to reappoint Stephanie Tatro as Gildersleeve Wheeler Educational Fund Trustee from January 1, 2023 through December 31, 2025, seconded by K. Nagy-Maruschock. Unanimously approved. MOTION CARRIED.

E. Board of Education Subcommittee Assignments

- L. Steinhauser stated bylaws make reference to assigning subcommittee members in December. Since there is a new Board member will table to January meeting.

11. Old Business (Discussion/Possible Action)

A. Board of Education Policies (*2nd reading*)

1. Policy 6163.33 – Therapy Dogs – Dr. Britton stated previous version did not state agency for dog certification. This has been added.

M. Scata moved to recommend to the Portland Board of Education the adoption of Policy 6163.33 Therapy Dogs, seconded by T. Lavoy. Unanimously approved with one abstention by S. Spear. MOTION CARRIED.

12. Committee Reports

A. Curriculum – L Steinhauser – meeting December 21, 2022

B. Policy – M. Scata – meeting December 13, 2022

C. Personnel – L. Steinhauser – meeting December 9, 2022

D. Buildings and Grounds – M. Scata – need to schedule meeting for January 2023

E. Liaison

1. CREC – M. Scata – meeting December 14, 2022

2. Selectmen – D. Murphy – HVAC grant not approved. Approved new fire truck and senior bus

3. Committee on Solidarity – T. Lavoy – meeting tonight

4. Equity and Inclusion Coalition – T. Lavoy– meeting two weeks ago. Need a second liaison

5. School Facilities Study Committee – M. Scata – D. Murphy stated three scenarios discussed as well as bonding. Committee scheduled to meet again in February 2023.

6. Youth Services Advisory Board – no liaison

13. Audience of Citizens – none

14. Board of Education Member Comments

Kim, Stacy, Dave, Meg, and Laurel all welcomed Sarah.

Meg reported that CABE convention with CAPSS was very successful.

Sarah thanked the Board for the warm welcome.

Laurel also spoke highly of the CABE convention with CAPSS.

15. Executive Session – none

16. Executive Session Action

17. Adjournment

**M. Scata moved to adjourn the meeting at 9:20 p.m., seconded by T. Lavoy.
Unanimously approved. MOTION CARRIED.**

Respectfully Submitted,

Tricia Dean, Clerk