

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

1. Call to Order and Roll Call

Laurel Steinhauser, Chair, called the meeting to order at 7:00 pm

BOE Members Present: Laurel Steinhauser, Tim Lavoy, Kim Nagy-Maruschock, Dave Murphy, Sarah Spear, via zoom Meg Scata and Stacy Benham

Members Absent: none

Administration Present: Superintendent Dr. Charles Britton, Director of Curriculum, Instruction, and Technology Eric Martin, Director of Student Services Dawn Davis, Principal Kate Lawson, Principal Chuck Hershon, Principal Ryan Walstrom

Student Representative: Liam Rowe, Caitlin Walsh

2. Pledge of Allegiance

3. Approval of Agenda

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

4. Approval of Consent Agenda

- A. Approval of September 19, 2023 Board of Education Regular Meeting Minutes
- B. Accept Donation from Shutterfly Lifetouch to Valley View Elementary School, \$247.35

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

5. Audience of Citizens – none

6. Portland Public Schools Spotlight – Gildersleeve RISE Beehive Snack Shop, Crazy 8's Math Club, and Yearbook Club – Ryan Walstrom

Ms. McLaughlin explained that RISE is the special education program at Gildersleeve. The RISE snack shop works on hands on tasks by students. Fully funded by donations and is self-sustaining. Schedule is full week. They take orders, deliver orders, then will match money and put in register.

Crazy 8's is an after-school club to instill the love of math. Every week reviews a different math concept. Ms. Sanstrom reviewed a typical weekly schedule and what is created by students. This is an 8-week club.

The yearbook club is made up of fourth grade students led by Ms. Franklin, who meet after school to create the yearbook.

7. Student Representative Report – Dr. Britton introduced new student representative Caitlin Walsh who is a junior. Liam reported high school clubs and sports are in full swing. Annual mum sale by DECA took place. Sophomore auction is in March. Math league competing and engineering club has started to meet. Caitlin reported nine students attended the CIAC leadership conference. Boys' soccer doing well and cross country leaves for VT for a meet this Friday. Band took part in the Big E parade. Seniors working on yearbook submissions for senior quotes, also holding a fundraising event. Annual musical for PHS will be Matilda.

8. Communications and Updates

A. Superintendent's Report – Dr. Britton reported that Eric Martin, Chuck Hershon, Corey Toussaint, and Alan Stekloff presented at a Ignite Conference on how we evaluate our students against the vision of the graduate using student success plans and individual 8th grade capstone projects. Tomorrow, Dr. Britton, Stephanie, and Bob Shea will attend a pre-application HVAC grant webinar. Dr. Britton updated the Board on the facilities work to date; the Board of Selectmen formed a municipal building studies committee, Dr. Britton is working on Ed Specs report, and a survey has been drafted for review. Teacher ratings are no longer required to be submitted to the state. Sharing with the Board and state that we are still following the required evaluation process will remain the same. Discussion on the Board regarding receiving staff evaluation information. PDEC committee met, Eric has been heading this committee. Administrators engaging teachers in goal setting conferences. Enrollment report submitted. Comparison from last year included, as well as Open Choice numbers. Enrollment has been steady. Seats open are 70, have 63 currently filled.

B. Director of Student Services Report – D. Davis – report submitted. Census not updated for Oct 1st, due to sorting and cleaning still taking place. November report will have accurate numbers. Still working to fill the speech and language position opening. Virtual services opportunity discussed that we may have to look at in the future. Cheshire fitness providing SLP once a week. SLPA option discussed but would need a SLP to supervise. Transition program continuing to build, the Transition teacher will present at the December Board meeting during Spotlight. Parent advisory board will have their first meeting on October 18th. Transportation continues to be an issue for the Transition program, looking at other options to fill for drivers. Drop for wi-fi has been addressed. Plan to look for another location next year. Unified sports coaches have been identified, students starting to sign up. CIAC doing a nice job to ensure activities every month are taking place. Preschool numbers were skewed in PowerSchool and not identified as kindergarteners, so the spread is more in line than discussed at last meeting.

9. New Business (Discussion/Possible Action)

A. Review Middle School, High School, Student Services, and Curriculum School Improvement Plans – E. Martin gave brief overview of the TACO framework. Improvement plans submitted. Chuck Hershon reviewed middle school plan. He focused on talent, and culture and climate goals. Goals are the final goals and action items should be finalized by the end of November. Kate Lawson reviewed the high school plan. Currently participating in NEASC accreditation process. She focused on the NEASC portion of the plan, as well as the academic goal to align with the vision of the graduate. End goal of NEASC is to be accredited. It certifies all of the transcripts.

Dawn Davis reviewed the Student Services plan. Highlighted prevalence rate of special education and identifying student steps. Revisiting model of student service delivery reviewed.

Eric Martin reviewed the Curriculum, Instruction and Technology plan. Academic goal portion reviewed. Talent goal also reviewed. One goal is to recruit a more diverse set of candidates. Focusing on staff support first, and then evaluation process. District equity coalition will look at updating surveys for student and families. Operations will focus on cyber security practices. A Powerschool parent portal video will be created as a tutorial for new users.

All seven department plans have been reviewed by the Board.

S. Spear moved to approve the T.A.C.O. framework and the goals and objectives for all plans as presented, seconded by K. Nagy-Maruschock. Discussion on what the Board's role is for approving the plans. **Unanimously approved. MOTION CARRIED.**

- B. Discussion of Great Blue Survey – Dr. Britton stated the Board of Selectmen created and approved the submitted survey. The BOS asked for the BOE input. Once approved, the survey could go out by the end of the month. A QR code would be on a postcard that would be mailed to households. There will also be a link to the survey for computer access. Discussion on submittal limits. The survey will be communicated through social media, town website, media, and school website and newsletters. They are using a professional research firm that is well versed in creating and compiling survey information. Discussion on wording of question 11 and if it will turn off a user who is not familiar with the facility study committee. Concern with the wording on key findings in question 12. Question 45 confusing. L. Steinhauser will bring the Board feedback to the BOS.

10. Old Business (Discussion/Possible Action)

- A. CABE Leadership Award – criteria and check list sent out to board members.

M. Scata moved to approve submitting the application for the CABE Board Leadership Recognition Award, seconded by S. Spear. Discussion. November 16th or 17th the award will be announced. T. Lavoy feels that it is inappropriate to submit this application for award now due to the upcoming elections. He feels its political puffery, and we have never had this type of award submittal during his time on the Board. S. Spear made note that it is awarded after the election. L. Steinhauser strongly disagreed with T. Lavoy. This is not a reflection of anyone individually but rather the good work of the Board as a whole that has always transpired. She feels it's unfortunate that this hasn't been done in years past. M. Scata stated this is a bipartisan Board and she disagrees that this is politically motivated, but rather a recognition by our peers. D. Murphy felt that it throws an element of doubt doing it this time of year with elections coming up. K. Nagy-Maruschock doesn't feel strongly either way but doesn't feel this is politically motivated. S. Benham feels it's not politically motivated, especially since the announcement of the award happens after the election. **4 in favor, with 2 oppositions by T. Lavoy and D. Murphy, and 1 abstention by K. Nagy-Maruschock. MOTION CARRIED.**

11. Committee Reports

- A. Curriculum – L. Steinhauser – met last week and had discussion around annual report on district achievement data.
B. Policy – M. Scata – meeting 10/6/23

- C. Personnel – L. Steinhauser – discussed matters that will be on the agenda at the next Board meeting.
- D. Buildings and Grounds – M. Scata – no report
- E. Liaison
 - 1. CREC – M. Scata – no report
 - 2. Selectmen – D. Murphy – discussion regarding accept vs approve on the facilities committee.
 - 3. Committee on Solidarity – T. Lavoy – no report
 - 4. Equity and Inclusion Coalition – T. Lavoy/S. Spear – meeting 10/16/23

11. Audience of Citizens –

Diane Lopez, Old Carriage Rd – gave a shout out to the Gildersleeve RISE Beehive Snack Shop. Thanked Dr. Britton for fixing the IT issues at Brownstone Transition Academy room. Thanked T. Pinto for his stellar work. Transition program transportation is still an issue. Speech program is still a deficiency.

Michael O'Rourke, Apple Tree Lane – his son is in 10th grade at the life skills program. Spoke about a recent teacher resignation in the program. Wondering if enough support is being granted to these teachers, and if exit interviews are being conducted. He feels there is a need to analyze what is being transpired.

13. Board of Education Member Comments

- S. Spear – expressed appreciation for the GS staff that presented during spotlight
- K. Nagy-Maruschock – proud to be on this Board, commended Dawn in leading the special ed program.
- M. Scata – shared the same sentiments as Sara and Kim

14. Executive Session – none

15. Executive Session Action – none

16. Adjournment

T. Lavoy moved to adjourn the meeting at 9:25 pm, seconded by S. Spear. Unanimously approved. MOTION CARRIED.

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