

**Portland Board of Education  
Regular Meeting  
Tuesday, February 7, 2023 @ 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, Sarah Spear

Members Absent: none

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

Student Representative: Leah Masal, Dorothy Riley

**2. Pledge of Allegiance**

**3. Approval of Agenda**

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

**4. Approval of Consent Agenda**

A. Approval of January 17, 2023 Board of Education Regular Meeting Minutes

B. Accept Donation from Shutterfly, LLC to Valley View School, \$1,012.09

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

**5. Audience of Citizens – none**

**6. Portland Public Schools Spotlight – DECA Power Trip, PHS -Anna Terry, Business Education Teacher and DECA advisor– This month is Career Technical Education month. Portland recognized for achieving community outreach success. Last year Portland DECA was awarded with the highest increase of membership in CT high schools. Dorothy, VP of Hospitality and a state officer of DECA, went on the Power Trip in November to Washington DC. She gave highlights of events and what she learned on the trip. Phillip, VP of Finance, informed the Board of upcoming events at DECA, which includes ICDC in April. Amelia, new DECA member, gave a background of some of the DECA members. Upcoming DECA fundraisers reviewed.**

**7. Student Representative Report – D. Riley reported on 2/16/23 will be the high school band and chorus concert, and the Green House Garden club will be selling carnations and roses. L. Masal reported on 2/22/23 seniors will have their senior trip to NYC, gave update on sports senior nights, and capstone events listed.**

## 8. Communications and Updates

- A. Superintendent's Report – Dr. Britton reported on emails submitted regarding the Life Skills Teacher position. Received one resignation from R. Rowden Counseling office long term sub. Enrollment report submitted. Update on facilities conditions by Bob Shea – broken pipe at Valley View, gymnasium heating system compromised, and a broken pipe at BIS. No permanent water damage at any location and no lost time in classrooms. Track progress reported, no estimate on price as of yet. March 15, 2023 bid needs to be awarded. Dr. Britton recognized Joe Santini for his coordination on the UConn game tonight, funding was provided by our Open Choice grant funding. Extended gratitude to Mr. Hershon and Jessie Revicki for coordinating the Ryan's Story program at the school. The message was impactful to the kids and parents. School Based Diversion grant written by Mr. Hershon and Eric Martin brought a two day in house program on restorative practices. Dr. Britton reviewed other programs on-going in the district to promote a positive school climate and mental health supports. Mental Health Grant applied for and awarded. Thanks to the input of Dawn Davis and Stephanie Fragolawe were one of 20 that received the grant. Portland will receive \$117k this year, \$117k next year and 80k the year after. Due to this grant that is being awarded we are in a better position financially. This grant funding will contribute to funding the full- time social worker.
- B. Assistant to the Superintendent for Business and Financial Affairs – S. Fragola – Submitted authorized spending report. She reviewed financial status as of this month and grant amounts received, as of right now we are in a good position.
- C. Director of Student Services Report – D. Davis – reported current numbers; 247-IEP's (20% of population), 94-504 plans, and 58-English language learners. High population of special needs coming to the district from birth to 3 to preschool. 19 students in preschool that receive special services. 61 students in special programs. Staffing updates – Speech and Language Pathologist hired, phasing out Cheshire Fitness services, and Special Education Teacher hired in Life Skills Program. ESSER funds for homelessness came through, we currently have 16 families taking part in the program. CTSEDS implementation stipend awarded for \$15k. Began the ground-work to start on a transition academy. Will start putting together a committee with faculty and the community to discuss implementing this program, more information to follow.

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

### A. Open Choice Seats 2023-2024

Dr. Britton submitted a Q&A on enrollment numbers currently. Proposed numbers for 2023-2024 reviewed. Requested opening seats for 84, which would include all current Open Choice students with 3 new seats in first grade, 10 seats in Kindergarten, and 3 seats for siblings of current students. Discussion on number requested in Kindergarten and siblings of current students. Funding and reimbursement of special education costs discussed. Enrollment numbers discussed.

**M Scata moved to recommend to the Portland Board of Education that the district declare up to 81 seats to include 10 Kindergarten seats, 3 first grade seats in the Open Choice Program, with the ability to add up to 3 sibling requests during the 2023-2024**

**school year, seconded by K. Nagy-Maruschock . Unanimously approved. MOTION CARRIED.**

B. New Position in Portland Public Schools – Bus Monitor (*discussed in Executive Session*)

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

**11. Committee Reports**

- A. Curriculum – L Steinhauser – meeting next week
- B. Policy – M. Scata – meeting in April
- C. Personnel – L. Steinhauser – discussing in executive session
- D. Buildings and Grounds – M. Scata – no report
- E. Liaison
  - 1. CREC – M. Scata – meeting third week in February
  - 2. Selectmen – D. Murphy – no report
  - 3. Committee on Solidarity – T. Lavoy – no report
  - 4. Equity and Inclusion Coalition – T. Lavoy– working to reignite the program
  - 5. School Facilities Study Committee – M. Scata – next meeting in March
  - 6. Youth Services Advisory Board – no report

**12. Audience of Citizens – none**

**13. Board of Education Member Comments**

- T. Lavoy - healthy discussion on Open Choice
- S. Spear – asked for a way to get a compiled list of grant funding.
- M. Scata – testified at legislative committee regarding senate bill on free lunches. Met with congressional contingency in Washington DC.
- K. Nagy-Maruschock – asked about new security grants available and how we go about discussing as a Board. Dr. Britton discussed grant funding received for digital radios to work with first responders. He explained the requirements to utilize the grant funding.
- S. Benham- appreciated the DECA program and enjoyed the school newspaper.
- Dr. Britton - Thursday at 6:30 meeting with the Capital Long Range committee.

**14. Executive Session – For the Purpose of New Position of Bus Monitor**

**M. Scata Moved to enter into executive session for the purpose of new position of bus monitor and invite Superintendent Dr. Britton, seconded by T. Lavoy. Unanimously approved. MOTION CARRIED**

Entered Executive Session: 8:49 pm

Exited Executive Session: 9:08 pm

**15. Executive Session Action**

**M. Scata moved to recommend to the Portland Board of Education to approve a job description for a bus monitor as presented, seconded by S. Spear. Unanimously approved. MOTION CARRIED.**

**16. Adjournment**

**T. Lavoy moved to adjourn the meeting at 9:11 p.m., seconded by D. Murphy.  
Unanimously approved. MOTION CARRIED.**

Respectfully Submitted,

Tricia Dean, Clerk