

**Portland Board of Education  
Regular Meeting  
Tuesday, October 17, 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, Sarah Spear, Meg Scata and Stacy Benham

Members Absent: David Murphy

Administration Present: Superintendent Dr. Charles Britton, Director of Curriculum, Instruction, and Technology Eric Martin, Assistant to the Superintendent for Business and Financial Affairs Stephanie Fragola, Director of Student Services Dawn Davis, Brownstone Principal Michael Searson, Valley View Principal Jessica Bruenn, High School Principal Kate Lawson, Gildersleeve Principal Ryan Walstrom

Student Representative: Liam Rowe, Caitlin Walsh

**2. Pledge of Allegiance**

**3. Approval of Agenda**

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

**4. Approval of Consent Agenda**

A. Approval of October 3, 2023 Board of Education Regular Meeting Minutes

B. Approval of Out-of-State Field Trip PHS Senior Trip to New York City, December 7, 2023

**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** – Brownstone Intermediate School After School Clubs, Michael Searson – Mr. Searson stated that the goals of the clubs are to promote time management, routine and help further their skills in something they may have not known they would enjoy. Mr. Searson introduced Brownstone students who gave a presentation of clubs they are involved in and what makes them great. Clubs highlighted were intermural, future problem solvers, makerspace, board games, nutmeg books, and yearbook club.

**7. Student Representative Report** – Liam reported on PSAT's, DECA fall leadership conference, and sports conducting senior nights. Caitlin reported on winter season sports, cheerleading tryouts, NHS candidates submitting applications, and musical auditions held next week.

## **8. Communications and Updates**

A. Superintendent's Report – Dr. Britton reported that the track is progressing, anticipated completion date is November. Thanked Bob Shea for all his work on this project. Digital radios are in and being programmed. Weight room equipment has been ordered and air purifier system is being installed. One of the two compressors at Valley View failed. Through our relationship with Perfect Temp, they were able to find a donation from Andover school to replace our failed compressor. Participated in a meeting with FS Ryan Curley, John Dillion, Sean Manning and Great Blue Survey personnel regarding the schools facilities survey. Made some tweaks on the survey based on feedback. Survey is on the BOS agenda to be reviewed tomorrow. Working on the Ed Spec plans for different scenarios, will use feedback from administrators to compile a second draft. It will then go to Friar for review. Should be ready for the Board following those channels. Dr. Britton reported he received a resignation from Special Education Teacher David Caruk. We secured the services of Ms. Thurber-Lund, who is a 30-year veteran from RHAM high school. She has agreed to stay on as long as we need, until Mr. Caruk's replacement is found. Policy 1312 Community Complaints form was included in the Board packet as a reminder to the Board to familiarize themselves with our process if we receive parent complaints about reading materials.

B. Assistant to the Superintendent for Business and Financial Affairs – Stephanie Fragola

1. 1<sup>st</sup> Quarter Report and Financial Updates – reports submitted and reviewed. Highlighted substitutes and diesel costs. Waiting for some student services purchase orders to be entered. Threshold of total cost for outplacements is slightly higher than last year.

C. Director of Curriculum, Instruction and Technology – Eric Martin - Report submitted. Highlighted that they landed on a K-3 literacy program. Pilot will start in January 2024 and will run for 8-weeks.

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

A. Review Performance Data – Eric Martin – presented 2022-2023 student achievement report. Recapped 'new baselines' which included arresting negative declines in student performances and restore student achievement rates to pre-pandemic levels of performance. Reviewed K-3 and 3-8 literacy achievement and numeracy achievement. Reviewed grade 11 literacy and numeracy achievement. Reviewed grades 5, 8, 11 science achievement. Dr. Britton shared a story on the 6<sup>th</sup> grade student group, starting from the year 2013 up to 2017, when they would be entering kindergarten, to give context of what students are facing. He highlighted laws and testing strategies implemented and removed during that time. Discussion on plans going forward. E. Martin stated we need to use curricular consistency, intervention, and support to close the gap.

B. Board of Education Policies (1<sup>st</sup> reading)

All policies are current policies that need language revisions.

1. Update Language for Policy 7230.2 Indoor Air Quality – law takes effect Jan 2025 for more frequent and deeper inspections.

2. Replace Policy 5145.53 Transgender and Gender Non-Conforming Youth – updated definitions, new definition for what bullying consists of, and students can ask for change of

name or pronoun, no longer need court documents. Discussion on process of formal record changes.

3. Language Update for Policy 6159 Individualized Education Program/Special Education Program – age span at which we terminate services for special education students has been revised. Previously services ended as soon as they turned 22, now it will be at the end of the school year in which they turn 22.

- C. Memorandum of Understanding for Differential Van Driver Stipend for Administrative Assistant (*discussed in Executive Session*)
- D. Memorandum of Understanding for Differential Van Driver Stipend for Paraprofessionals (*discussed in Executive Session*)
- E. Crazy 8 Math Club Stipend (*discussed in Executive Session*)
- F. Teacher in Charge Stipend (*discussed in Executive Session*)

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

**11. Committee Reports**

- A. Curriculum – L. Steinhauser – Discussed Eric’s data presentation. Next meeting 11/15/23
- B. Policy – M. Scata – meeting addressed policy first reads. Next meeting 11/8/23
- C. Personnel – L. Steinhauser – addressed items that will be discussed during executive session
- D. Buildings and Grounds – M. Scata – no report
- E. Liaison
  - 1. CREC – M. Scata – 10/18/23 next meeting
  - 2. Selectmen – D. Murphy – no report
  - 3. Committee on Solidarity – T. Lavoy – no report
  - 4. Equity and Inclusion Coalition – T. Lavoy/S. Spear – met 10/16/23. Humanize equity through power of stories is the focus. Meeting every other month going forward.

**12. Audience of Citizens –**

Diane Lopez, Old Carriage Rd – spoke about the transition program in regards to transportation and vocational trainings. Thanked Jenny Bell for bringing back unified sports. Speech services continue to be an issue.

**13. Board of Education Member Comments**

- S. Spear – attended CAFE sponsored training for managing difficult conversations. Thanked Brownstone for presenting on clubs.
- K. Nagy-Maruschock – appreciated presentation on clubs.
- S. Benham – thought school spotlight was great.
- M. Scata – appreciated presentation on clubs.
- L. Steinhauser – appreciated presentation on clubs.

**14. Executive Session – for the purpose of Memorandum of Understanding for Differential Van Driver Stipend for Administrative Assistants, Memorandum of Understanding for Differential Van Driver Stipend for Paraprofessionals, Crazy 8 Stipend, and Teacher in Charge Stipend**

**S. Spear moved to enter into executive session for the purpose of memorandum of understanding for differential van driver stipend for administrative assistants, memorandum of understanding for differential van driver stipend for paraprofessionals, crazy 8 stipend, and teacher in charge stipend, and invite Superintendent Dr. Britton, seconded by S. Benham. Unanimously approved. MOTION CARRIED.**

Entered Executive Session: 8:46 pm  
Exited Executive Session: 9:22 pm

**15. Executive Session Action**

**M. Scata moved to approve the Memorandum of Understanding for the differential van driver stipend for administrative assistant, seconded by T. Lavoy. Unanimously approved. MOTION CARRIED**

**M. Scata moved to approve the Memorandum of Understanding for the differential van driver stipends for paraprofessionals, seconded by T. Lavoy. Unanimously approved. MOTION CARRIED.**

**K. Nagy-Maruschock moved to approve the crazy eight math club stipend, seconded by S. Benham. Unanimously approved. MOTION CARRIED**

**M. Scata moved to accept the teacher in-charge job description as amended in executive session, seconded by S. Benham. Unanimously approved. MOTION CARRIED**

**16. Adjournment**

**S. Spear moved to adjourn the meeting at 9:34 pm, seconded by T. Lavoy. Unanimously approved. MOTION CARRIED.**

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