

**Portland Board of Education
Curriculum Subcommittee
Minutes of Thursday, May 22, 2025 @ 3:00 pm
Virtual**

Committee Members Present:

Laurel Steinhauser
Kim Nagy-Maruschock

Committee Members Absent:

Angela Hammond
Chuck Hershon, Portland Middle School Administrator

Administration Present:

Dr. Charles D. Britton, Superintendent of Schools
Kate Lawson, Portland High School Administrator

Others Present:

Michael Kenney
Robert Jones

1. Call to Order and Roll Call

L. Steinhauser called the meeting to order at 3:00 pm

2. Approval of Minutes of February 19, 2025

K. Nagy-Maruschock moved to approve the minutes of February 19, 2025, seconded by L. Steinhauser. Unanimously approved. MOTION CARRIED

3. Discussion of NEASC Report

Principal Lawson would like to present the results of the NEASC report to the Board, possibly during the first or second meeting in October 2025. She noted that the NEASC process is faculty-driven. Mr. Kennedy and Mr. Jones serve as the steering committee co-chairs, and the committee itself is composed of six 6 teachers.

A full copy of the report and self-reflection was distributed, along with an organizational chart for reference. A draft of the improvement plan was also submitted.

Mr. Kenney and Mr. Jones reviewed the steps and process involved in writing the NEASC report, which took a year to complete. They then shared how the school plans to move forward based on the findings. In October, the NEASC committee visited to review the report and provide specific feedback on the school's strengths and areas for improvement. Mr. Jones highlighted what the committee identified as areas of success and outlined the recommendations for growth. One area of concern noted by the committee was the library, which will need to be addressed and reported back to NEASC by February 1, 2026. The remaining three identified growth areas will be revisited and reported on in the fall of 2026.

There was a discussion regarding the library and its staffing structure, as well as a conversation focused on curriculum and instruction.

Principal Lawson praised the faculty, noting that it is the most exceptional group she has worked with during her 5 years at the school.

4. Set Next Meeting Date

The next meeting date was not set; the group will wait for Mr. Hershon to coordinate with members and establish future meeting dates.

5. Adjournment

The meeting was adjourned at 3:30 pm.

Respectfully Submitted,

Tricia Dean
Executive Assistant to the Superintendent/Board Clerk