

**Portland Board of Education  
Regular Meeting  
Tuesday, September 19, 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, Stacy Benham, Dave Murphy, Sarah Spear, Meg Scata

Members Absent: none

Administration Present: Superintendent Dr. Charles Britton, Director of Curriculum, Instruction, and Technology Eric Martin, Director of Student Services Dawn Davis, Principal Jessica Bruenn, Principal Ryan Walstrom, Principal Mike Searson, and Vice Principal Frank Cardona

Student Representative: Liam Rowe

**2. Pledge of Allegiance**

**3. Approval of Agenda**

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

**4. Approval of Consent Agenda**

- A. Approval of September 5, 2023 Board of Education Regular Meeting Minutes
- B. Approval of Out-of-State Field Trip PHS DECA to Austin, TX, November 16-20, 2023

**M. Scata moved to approve the consent agenda, seconded by K. Nagy-Maruschock. Unanimously approved. MOTION CARRIED**

**5. Audience of Citizens –** Diane Lopez, Carriage Rd – spoke regarding the Transition Academy; great open house, reaching out to local businesses for jobs for the kids, thanked Dr. Britton for calling and following up on items, transportation is still a concern, as well as cell service in the basement of BIS, asked to have the bus company communicate any delays, and spoke in regard to services her child should be receiving.

**6. Portland Public Schools Spotlight**

Recognize Spring 2023 State Champions – Mr. Cardona introduced coaches and athletes, and thanked coaches on their efforts. Joe Santavenere, coach, reviewed the golf team's success. They have attained their third state championship. Athletes attained all state and all conference championships. Mr. Cardona stated track athletes also attained some great milestones. Isha Murphy, coach, reviewed the track athlete's success. Dr. Britton thanked the parents for all their work as well.

Kindergarten Town Program, Valley View – Principal Jessica Bruenn introduced Maureen Garcia and Corinne Scrivano who showed a video production that gave an overview of the Town Program. The Town Program incorporates the social studies curriculum. They also incorporate math, reading, and writing. Some of the kids set up businesses, and others budget money and spend money at the businesses. At the end of the ‘day’ they count money earned at businesses.

7. **Student Representative Report** – Dorothy Riley has resigned as student representative. Dr. Britton is grateful for her service over the years. Liam Rowe, sophomore, is a new Board representative. Another Board representative will be introduced at the next meeting. Liam reported they had their first spirit week a few weeks ago. Spirit week ended with a pep rally. Over the summer the student ambassadors attended the Aug 23<sup>rd</sup> orientation at PHS, as well as a mentor session. PHS band is preparing for the Big E this Friday. Two new clubs started, Self-Improvement club and Model UN club.

8. **Communications and Updates**

- A. Superintendent’s Report – Dr. Britton received one resignation from Jillian McGinley, Speech and Language Pathologist. Dr. Britton reviewed the states final draft of the Every Student Prepared for Learning, Life, and Work Beyond School plan. The Board has identified four critical strategic priorities to address from challenges presented by the CT State Board of Education, and has identified actions which will assist in achieving the desired outcomes. Dr. Britton shared the new legislation passed that funded the Paraeducator Deductible Assistance Program to reduce out of pocket healthcare costs for paraeducator. He reviewed what the program will look like for our district. We have received the funding and it will be disbursed to the paras by October 11, 2023 into their HSA accounts. Dr. Britton shared a draft for the HVAC grant. Any local funds that we can secure, whether it be from town Covid relief funding, town fund balance or bonding, before December 31, 2023, to earmark for HVAC upgrades can then be applied for a matching grant reimbursement of half. If we don’t take advantage of this any improvements in the future will be subject to zero state reimbursement. Attended first master class of science and reading with Eric Martin, and a few of the administrators. Received additional funding for Chrome Books, \$39k. Pickle Ball court will proceed here in Portland. Dr. Britton is continuing to work on the Ed Spec Plan. Dr. Britton, along with L. Steinhauser and First Selectman Curley, attended a meeting with Great Blue survey company. This will be a survey in regards to the School Facilities. Surveys should hit mailboxes before Thanksgiving.
- B. Assistant to the Superintendent for Business and Financial Affairs – S. Fragola
1. 2022-2023 4<sup>th</sup> Quarter Report – report submitted and reviewed. Ended the year solid. Used Fund 11 for larger projects. 4<sup>th</sup> quarter transfers will be done in December.
  2. 2023 Financial Report – report submitted and reviewed. Professional Services line item is low due to contracted services.
- C. Director of Curriculum, Instruction, and Technology Report – E. Martin – report submitted and reviewed. L. Steinhauser inquired about an annual report to the Board on evaluations of teaching staff. PDEC committee consists of Eric, reps from para and teacher bargaining unit, staff member from every school, and two administrators. Eric gave the overall number of new chrome books to date.

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

- A. Review Valley View, Gildersleeve, and Brownstone School Improvement Plans  
These plans have been vetted by administrators. Once all plans for each school have been reviewed, they will come before the Board for approval. Preference of the district is site based leadership. For each school the following goals were reviewed; talent, academics, culture & climate, and operations. T. Lavoy noted that the equity statement linked is the old version. Eric will update. S. Spear asked to have measurable goals included. Eric noted that it's difficult to have a data indicator on certain actions. T. Lavoy asked about a section to engage families and the community. Principal Bruenn, Principal Walstrom, and Principal Seanson briefly reviewed each of their plans.
- B. CAFE Leadership Award – L. Steinhauser has pulled together information to submit to CAFE. 10/6/23 is the deadline to submit the application. L. Steinhauser asked each member to submit why they think the Board has effective leadership. Discussion on merits of submitting the application. Tabled until 10/3/23 meeting.

## 10. Old Business (Discussion/Possible Action)

- A. Board of Education Policy (2<sup>nd</sup> reading)  
1. 6163.1 Selection of School Library Material

**M. Scata moved to approve Policy 6163.1 Selection of School Library Material as presented, seconded by K. Nagy-Maruschock. Unanimously approved. MOTION CARRIED.**

## 11. Committee Reports

- A. Curriculum – L. Steinhauser – next meeting 9/21/23  
B. Policy – M. Scata – next meeting 9/28/23  
C. Personnel – L. Steinhauser – next meeting 9/25/23  
D. Buildings and Grounds – M. Scata – no report  
E. Liaison  
1. CREC – M. Scata – next meeting 9/20/23  
2. Selectmen – D. Murphy – golf team issued a proclamation, discussed survey, recognized Capt. Milardo's retirement.  
3. Committee on Solidarity – T. Lavoy – no report  
4. Equity and Inclusion Coalition – T. Lavoy/S. Spear – next meeting 10/16/23

## 12. Audience of Citizens - none

## 13. Board of Education Member Comments

- S. Spear – congratulated student athletes and appreciated the Valley View Town presentation.  
K. Nagy-Maruschock – congratulated student athletes, Valley View Town program is a great program, and concerned with the speech and language pathologist teacher leaving

**14. Executive Session** – none

**15. Executive Session Action** – none

**16. Adjournment**

**S. Spear moved to adjourn the meeting at 9:37 pm, seconded by T. Lavoy. Unanimously approved. MOTION CARRIED.**

Respectfully Submitted,  
Tricia Dean, Clerk