

**Portland Board of Education  
Regular Meeting  
Tuesday, April 2, 2024 @ 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, Meg Scata, Kim Nagy-Maruschock, Dave Murphy, Tim Lavoy, Angela Hammond

Members Absent: Sarah Spear

Administration Present: Superintendent Dr. Charles Britton, Stephanie Fragola Assistant to the Superintendent for Business and Financial Affairs, Eric Martin Director of Curriculum, Instruction and Technology

Student Representative: Caitlin Walsh and Liam Rowe

**2. Pledge of Allegiance**

**3. Approval of Agenda**

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

**4. Approval of Consent Agenda**

- A. Approval of March 19, 2024 Board of Education Meeting Minutes
- B. Approval of Caring for Classroom Teacher Donations to Valley View \$6,390
- C. Approval of Caring for Classroom Teacher Donations to Brownstone \$480

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

**5. Audience of Citizens - none**

**6. Portland Public Schools Spotlight – none**

**7. Student Representative Report**

Liam reported the Matilda play concluded and the show was successful; sophomore auction held on March 28<sup>th</sup>, they raised \$8k; 4/10/24 music department traveling to Disney, NHS promoting PHS to 7<sup>th</sup> graders in April.

Caitlin reported SAT's and PSAT's were taken on 3/27; spring pep rally is this Friday; new science teacher Mrs. Bartoli started.

Liam and Caitlin informed the Board that the Student Senate would like to propose to the Board to add an agenda item to a future meeting to adjust the end of year calendar. They would like to move the last day from Monday 6/17 to Friday 6/14 and making the 17<sup>th</sup> a teacher in service day.

## 8. Communications and Updates

A. Superintendent's Report – Dr. Britton thanked Mr. Shea for his work on the tennis courts. The contractor was able to fit us in due to another job being cancelled. They filled in the cracks, and it is now playable. The next step is to sand and paint the courts. Courts should be ready after April vacation. This will be a short-term fix for the next three years. Will be able to have home practices and games. Mr. Shea gave an update on the courts repair process. Total cost \$19K. The vendor used is one of the best in the industry. He explained the reasoning of why the BOS has an agenda item for pickle ball painting of the courts, the major reason is cost.

Dr. Britton reported that FRIAR will prepare a facilities modernization plan cost estimate on renovate to new and asked a construction company to do a blind cost as well. Mike Sorano shared the results with Dr. Britton, and they are close. There is quite a bit of information to share so we will have a special joint BOS/BOE meeting on April 17, 2024 at 6:30pm. M. Scata asked that we also have a Public Community Forum, Dr. Britton agreed and we will have that after the joint meeting. In May we will have a new business item for discussion and possible action on the Ed Specs plan. The grant application would need to be submitted by June 3<sup>rd</sup>. Dr. Britton outlined the grant approval process.

Enrollment report submitted.

B. Assistant to the Superintendent for Business and Financial Affairs – Stephanie Fragola Report submitted. Discussion on if the Board would prefer the quarterly report with comparisons from year to year. Consensus that yes, they would like that submitted. Excess cost has been reduced further.

C. Director of Curriculum, Instruction, and Technology – Eric Martin

Report submitted and reviewed. L. Steinhauser stated the Board would like the data after the survey for homegrown culture and climate is collected.

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

A. ED-099 Healthy Food Certification

This is a yearly motion as part of our National School Lunch program.

**Motion: To recommend to the full Board that the Portland School District approve the following considerations as outlined in the SDE Operational Memorandum February 27, 2024 requiring each local board of education or governing authority for all Connecticut public school districts participating in the National School Lunch Program (NSLP) to take action annually to certify whether all food items sold to students separately from reimbursable meals will or will not meet the Connecticut Nutrition Standards (CNS).**

**Consideration #1 Healthy Food Option:** Pursuant to C.G.S. Section 10-215f, the Portland Board of Education certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2024, through June 30, 2025. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.

**Moved by M. Scata, seconded by T. Lavoy. Unanimously approved. MOTION CARRIED.**

**Consideration #2 Combined Food and Beverage Exemptions:** The Portland Board of Education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the food sales.

**Moved by M. Scata, seconded by T. Lavoy. Unanimously approved. MOTION CARRIED**

B. Gildersleeve Grants

1. Track & Field Program Enhancement Project

Dr. Britton reported that as a result of the new track, the school would like the ability to hold meets. This is the equipment identified to run a meet.

Mr. Shea explained the process of power to the track through existing conduits. Or the other option is to get a battery powered item.

**T. Lavoy moved to recommend to the Portland Board of Education approval to submit a Gildersleeve Grant to purchase track and field program enhancements at Portland High School, seconded by K. Nagy-Maruschock. Unanimously approved. MOTION CARRIED**

2. PPS Artificial Intelligence Committee

Dr. Britton explained that AI is a wave of the future. Asking for seed money to use for training, supplies, and software for the newly formed committee. Mr. Martin explained that students have access to AI but staff are not trained on AI.

**M. Scata moved to recommend to the Portland Board of Education approval to submit a Gildersleeve Grant for funding to support the work of the Artificial Intelligence Committee, seconded by A. Hammond. Unanimously approved. MOTION CARRIED**

3. Gildersleeve Teacher mini-grant Standardized Assessment Library

Dr. Britton explained this is the Fifer assessment of writing and math submitted by a teacher at Gildersleeve.

**T. Lavoy moved to recommend to the Portland Board of Education approval to submit a Gildersleeve Grant to purchase standardized assessment library items, seconded by K. Nagy-Maruschock. Unanimously approved. MOTION CARRIED**

4. Middle School Television Studio Lab Enrichment Grant

Mr. Martin stated this is for the studio equipment.

**M. Scata moved to recommend to the Portland Board of Education approval to submit a Gildersleeve Grant to purchase television studio lab enrichment, seconded by D. Murphy. Unanimously approved. MOTION CARRIED.**

C. Approval of State Personnel Development Grant

Opportunity to help student with narrowing the achievement gap in the area of mathematics. We will target grades 3-5.

**M. Scata moved to approve the submission of the state personnel development grant, seconded by T. Lavoy. 5 in favor with one abstention by K. Nagy-Maruschock. MOTION CARRIED**

D. Approval of Perkins Grant –  
This will help upgrade the lab and studio.

**M. Scata moved to approve the submission of the Perkins Grant, seconded by T. Lavoy. Unanimously approved. MOTION CARRIED**

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

**11. Committee Reports**

- A. Curriculum – L. Steinhauser – next meeting 4/17/24
- B. Policy – M. Scata – next meeting on 4/18/24, would like to mention on cell phones that we deal with mental health in children which social media and cell phones contribute to. Suggests removing cell phones from the middle school.
- C. Personnel – L. Steinhauser – next meeting 4/5/24
- D. Buildings and Grounds – K. Nagy-Maruschock – next meeting 4/3/24
- E. Liaison
  - 1. CREC – M. Scata – meeting next week, it's budget season. Assistant director hired.
  - 2. Selectmen – D. Murphy – 3/20 & 26 meetings mostly budget related. They did not propose alterations to the BOE budget. Budget deliberations on 4/3/24.
  - 3. Youth Services Advisory Board – T. Lavoy – next meeting on 4/16/24. Road race in October.
  - 4. Equity and Inclusion Coalition – S. Spear – next meeting 4/8/24
  - 5. Land and Building Usage Committee – D. Murphy – next meeting on 4/15/24. Special meeting also on 4/8/24.

**12. Audience of Citizens - none**

**13. Board of Education Member Comments**

- K. Nagy-Maruschock – thanked for the work on grants. Does not need Board paper packet going forward.
- A. Hammond – thanked for all the work on grants
- D. Murphy – inquired on the status for director of student services hiring. Review of paper screening in process now.
- T. Lavoy – inquired on paper screening committee. Dr. Britton will look into.
- M. Scata – thanked for the work on grants. Everyone needs to be a voice on excess cost.
- L. Steinhauser – congratulations to everyone involved in the production of Matilda. Wonderful production from student and staff. Coral extravaganza on 4/25, band extravaganza on 4/25, and Portland celebration of arts in middle school library also 4/25. Tomorrow is paraprofessional appreciation day.

**14. Executive Session – none**

**15. Executive Session Action - none**

**16. Adjournment**

**M. Scata moved to adjourn the meeting at 9:18 pm, seconded by Kim Nagy-Maruschock. Unanimously approved. MOTION CARRIED.**

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