

**Portland Board of Education
Regular Meeting
Tuesday, January 18, 2022 @ 7:00 pm**

Note: Due to the Covid-19 pandemic, attendees participated via in person and Zoom

1. Call to Order and Roll Call

Sharon Peters, Chairperson, called the meeting to order at 7:00 pm

BOE Members Present: Sharon Peters, Meg Scata, Lauren Christensen, Laurel Steinhauser, Tim Lavoy, Stacey Benham, and Dave Murphy

Administration Present: Superintendent Dr. Charles Britton, Stephanie Fragola, Assistant to Superintendent for Business and Financial Affairs, and Dawn Davis, Director of Student Services

Student Representative: Shawn Laverty

2. Pledge of Allegiance

3. Approval of Agenda

T. Lavoy moved to approve the agenda for the January 18, 2022 Board meeting as presented, seconded by L. Christensen. Unanimously approved. MOTION CARRIED.

4. Approval of Consent Agenda

A. Approval of Board of Education Meeting Minutes.

1. December 18, 2021 Special Meeting, Board Retreat
2. January 4, 2022 Regular Meeting
3. January 11, 2022 Budget Meeting
4. January 13, 2022 Budget Meeting

B. Donations: 1. Lifetouch School Studios to Valley View School \$938.73
2. Grynn & Barrett Enterprises to Gildersleeve School \$1,668.88

M. Scata asked Dr. Britton to bring information back to the next meeting on how the Lifetouch donation will be used as it is larger than in the past.

L. Steinhauser moved to approve the consent agenda, seconded by M. Scata. Unanimously approved. MOTION CARRIED

5. Audience of Citizens - none

6. Portland Public Schools Spotlight – tabled until next meeting

7. Student Representative Report – S. Laverty reported that they are starting midterms tomorrow until next Monday. Second semester will start Tuesday, 1/25/22.

8. Communications and Updates

A. Superintendent's Report – Dr. Britton stated he received a resignation from Ms. Yeaton, a para. The position has been posted. Chatham Health Dept. Covid status report reviewed from 12/26/21 through 1/8/22. All towns in the district are in the red status. Portland currently has 135 cases per 100,000. Hopefully there will be a down swing soon. Chatham is tracking the number of fully vaccinated individuals, not to include boosters. Dr. Britton stated that they are not requiring a doctor's note when returning from Covid isolation. Discussion and clarification on quarantining and isolation procedures and return to play procedures. Received approval of \$32,838 for the Interoperability Grant. We can access the grant if we come up with a matching amount. The grant provides for better radios within the schools that have the capability for police connectivity. A second grant for \$8,724 for safety was also approved. It reimburses for security upgrades that we have already done. Dr. Britton stated that as we close in on the end of the year he would like to bring a recommendation to the Board to bring the \$8k grant towards the 50% share for the radio grant. He feels it would be a great investment towards school security. Signed the contract with Friar Architect and met with the team to tour buildings and discuss the process. Peter Prowda will conduct a presentation on his report on 2/15/22. The joint facilities committee, Board of Education and Board of Selectmen will be invited to attend. Dr. Britton made note that Brainard Place was not included in Prowda's report. He has asked the developer to provide an Enrollment Impact Analysis that should be received by the presentation date.

B. Business and Financial Affairs

1. **District Financial Report October 1, 2021-December 31, 2021** – S. Fragola submitted and reviewed her report. She noted that the substitute teachers' account has expended \$72,000 to date, which is less than half of what is projected for the year.

C. Director of Student Services Report – D. Davis reported that in Special Education they went from 218 students to 224, one increase in out placement, 504 plan from 85 to 87 students, and 43 students as EL learners. The large change in numbers tend to take place in the spring. Dawn spoke about clinicians with psychologist vs social worker specialization. Upcoming training discussed. IEP form and platform discussed.

9. New Business (Discussion/Possible Action)

A. Policies – 1st reading

1. **P4212.42 Personnel – Non-Certified Drug Testing for School Bus Drivers**
2. **P6172.4 Instruction – Parent and Family Engagement Policy for Title 1 Schools**
3. **P4118.232 Personnel – Alcohol, Drugs, Tobacco Drug Free Workplace**
4. **P5131.6 Students – Alcohol, Drugs and Tobacco (Including Performance Enhancing Substance)**
5. **P6148 – FAFSA Completion Program**
6. **P4118.11 – Personnel Non-Discrimination**

Dr. Britton walked through each policy with the Board. Once these set of policies are completed and approved, this will conclude the required policy updates.

B. 2021-2022 Board of Education Goals Mid-Year Review (Discussed in Executive Session)

C. Superintendent of Schools Mid-Year Review (Discussed in Executive Session)

10. Old Business – none

11. Committee Reports

- A. Curriculum – L. Christensen – meeting on 1/19/22
- B. Policy – M. Scata – meetings held the third Wednesday of every month at 1pm.
- C. Personnel – S. Peters – 1/19/22 meeting cancelled.
- D. Buildings and Grounds – no report
- E. Conservation and Renewable Task Force –Task Force closed
- F. Liaison
 - 1. CREC – M. Scata – meeting on 1/19/22
 - 2. Selectmen – D. Murphy – no report
 - 3. Committee on Solidarity – T. Lavoy – 2/8/22 is next meeting. Working on collaboration for forums. Survey going out next week.
 - 4. Equity and Inclusion Coalition -- no report
 - 5. School Facilities Study Committee – M. Scata – next meeting 2/15/22 with the facilities committee and Board of Selectmen
 - 6. Youth Services Advisory Board – next meeting 1/22/22

12. Audience of Citizens -none

13. Board of Education Member Comments

L. Steinhauser would like to hear what the student assessment calendar looks like in our district. Dr. Britton will have E. Martin discuss at his next report.

T. Lavoy stated the Equity and Inclusion Coalition needs more participation from the community. He will have staff reach out to parents that expressed interest previously.

L. Christensen expressed her condolences to the family of the recent 13 year old that passed due to fentanyl exposure. She indicated to Dr. Britton that she would like to be informed about how our school is doing with drugs and vaping. Would also like to add technology as a component to the Curriculum Committee. Thanked Board Clerk T. Dean for her work on minutes.

Dr. Britton stated he would like to make the next Spotlight focused on drugs and vaping in our school district. M. Scata stated she would also like to include Youth Services in that discussion for a risk behavior component.

14. Executive Session – for the purpose of Board of Education/Superintendent of Schools Mid-Year Reviews

L. Steinhauser moved to enter into executive session and invite Superintendent C. Britton, seconded by M. Scata. Unanimously approved. MOTION CARRIED.

Enter Executive Session: 8:17 p.m.

M. Scata motioned to return to Regular Session at 9:25 p.m., seconded by S. Benham. Unanimously approved. MOTION CARRIED.

15. Executive Session Action

No action was taken.

16. Adjournment M. Scata motioned to adjourn the meeting at 9:26 p.m., seconded by L. Christensen. Unanimously approved. MOTION CARRIED.

Respectfully Submitted,
Tricia Dean, Clerk