

**Portland Board of Education
Regular Meeting
Tuesday, June 7, 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, Laurel Steinhauser, Meg Scata, Dave Murphy, Stacey Benham, Lauren Christensen, and Tim Lavoy

Administration Present: Superintendent Dr. Charles Britton, Stephanie Fragola, Assistant to Superintendent for Business and Financial Affairs, via zoom: Eric Martin, Director of Curriculum, Instruction, and Technology, and Dawn Davis, Director of Student Services

Student Representative: Shawn Laverty, Leah Masal

2. Pledge of Allegiance

3. Approval of Agenda

T. Lavoy moved to approve the agenda for the June 7, 2022 Board meeting as presented, seconded by L. Steinhauser. Unanimously approved. MOTION CARRIED.

4. Approval of Consent Agenda

A. Approval of Board of Education Meeting Minutes.

1. May 17, 2022 Regular Meeting 2. May 24, 2022 Special Meeting 3. Donation to VV \$233.99

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

- 5. Audience of Citizens** – Candice Crane, VP Youth Development and Community Relations with Middlesex YMCA, presented an award to Dr. Britton. The presented award is the “Better Us” award that recognizes those that display community relationship and partnership. She stated that Dr. Britton has been a tremendous partner over the years and thanked him for his work with the YMCA.

- 6. Portland Public Schools Spotlight – WellStat (District Health & Wellness** – John White from Sodexo reviewed the School Wellness Policy Triennial Assessment. Covered topics were policy purpose, healthy hunger-free act, scorecard, policies and practices, implementation plan and opportunities for growth. Board discussed the Wellness Committee being implemented.

- 7. Student Representative Report** – Leah reported that the seniors are having finals and underclassmen will have finals next week. Coming up will be field day, sports awards and

graduation. Shawn reported on the Unified sport team. This will be her final meeting before graduation and thanked the Board for the opportunity to be involved.

8. Communications and Updates

- A. Superintendent's Report – Dr. Britton reported he received two resignations from Anna Dilley and Melissa McManus. He also received Meg Wright's intent to retire. Final enrollment report submitted. Dr. Britton read into the record letters of accomplishments, employment background with Portland and a heartfelt thank you to each of the following retirees; Cindy Rustek, administrative assistant for Brownstone, Patti Toller, administrative assistant for Gildersleeve, and Carl Johnson, Director of Buildings and Grounds.
- B. Director of Curriculum, Instruction, and Technology Report - E. Martin thanked John White for his assessment work. State standardized testing is complete; they exceeded the 95% participation threshold. Awarded a \$43,000 grant, which was used to secure a social/emotional learning program. Summer curriculum writing hours passed as part of the budget. Preparing a fall rollout of Atlas. Reflection on Board goals accomplished. Gave an update on summer learning.

9. New Business (Discussion/Possible Action)

- A. Board of Education Policies:
 - 1. Policy 6141.51 Advanced Courses or Programs, Eligibility Criteria for Enrollment (1st reading)
 - 2. Policy 6141.52 Challenging Curriculum Policy (Criteria for Identification Eligible Grade 8,9 Students) (1st reading)
 - 3. Policy 6172.1 Gifted and Talented Students Program (1st reading)

Dr. Britton stated that the policies reflect mandated changes. He reviewed each policy in detail.

- B. Appointment of Portland Secondary Schools Assistant Principal (discussed under Executive Session)
- C. HDHP Overpayments (discussed under Executive Session)
- D. Ratification of Bargaining Unit Contracts (discussed under Executive Session)
 - 1. Portland Board of Education and Portland Federation of Paraprofessionals 2022-2025
 - 2. Portland Board of Education and Municipal Employees Union Independent (PESO 2022-2025).

10. Old Business (Discussion/Possible Action)

- A. Board of Education Policies:
 - 1. Policy 6115.3 – Flag (Display) Policy (2nd reading)

Dr. Britton stated that they added the language from the last meeting.

Dave Murphy moved to approve Policy 6115.3 Flag (Display) Policy as presented, seconded by M. Scata. Unanimously approved. MOTION CARRIED

- B. District Resource Officer Discussion – Dr. Britton stated that there would need to be work done to identify the understanding of the role, explore the expectations, job description, policy and an MOU that would need to be drafted for the police union. He opened the floor to the Board to garnish their thoughts on the position and to see if they would be interested in having him

research options for an SRO. He stated he fully supports the option to replace the school security guard with an SRO. Board discussed and posed questions on the security plan for the district, overall scheme of school safety, and the need for a comprehensive look at the entire package before having any committee work. The 6/21/22 meeting will include an executive session to discuss.

- C. Superintendent of Schools Evaluation (discussed under Executive Session)
- D. Superintendent of Schools Contract 2024-2027 (discussed under Executive Session)
- E. Board of Education Self-Evaluation (discussed under Executive Session)

11. Committee Reports

- A. Curriculum – S. Benham – meeting today discussed textbooks, capstone courses, midterm and final exams.
- B. Policy – L. Steinhauser – discussed policies at tonight’s meeting.
- C. Personnel – no report
- D. Buildings and Grounds – no report
- E. Liaison
 - 1. CREC – M. Scata – next meeting 6/16/22
 - 2. Selectmen – D. Murphy – discussed transfer station summer hours. Dr. Britton stated that the track transfer of \$250,000 to supplement the state grant funding was approved. Interviewing architect firms.
 - 3. Committee on Solidarity – T. Lavoy – next meeting 6/14/22
 - 4. Equity and Inclusion Coalition – last meeting was in May, next meeting is Sept.
 - 5. School Facilities Study Committee – Dr. Britton – visiting PTO’s for parent focus groups in July and then town community groups will be visited in Aug.
 - 6. Youth Services Advisory Board – S. Benham – brainstorming programming for 11-14 year-olds. Saturday is the Library 127 anniversary celebration. Rock painting being done by kids. Listed currently running and upcoming programs.

12. Audience of Citizens - none

13. Board of Education Member Comments

- L. Steinhauser reminded everyone of the Library anniversary celebration this Saturday.
- L. Christensen inquired about the gifted and talented program and if there is any required enrichment. D. Davis will answer this on her next report.
- S. Benham attended the high school and 8th grade awards.
- S. Peters reminded the Board of graduation on Monday.

14. Executive Session - For the Purpose of Secondary School Assistant Principal, Bargaining Unit Agreements, Superintendent of Schools Evaluation, Superintendent 2024-2027 Contract, Board of Education Self-Evaluation

M. Scata moved to enter into executive session and invite Superintendent Charles Britton, Stephanie Fragola and Frank Cardone, seconded by T. Lavoy. Unanimously approved.
MOTION CARRIED.

Entered Executive Session: 8:17 p.m.

T. Lavoy moved to recommend to the Portland Board of Education that the Board return to open session at 10:31pm, seconded by L. Christensen. Unanimously approved. MOTION CARRIED.

15. Executive Session Action

L. Steinhauser moved to recommend to the Portland Board of Education that Jesus “Frank” Cardona be appointed as the Assistant Principal at the Portland Secondary School effective July 1, 2022, seconded by T. Lavoy. Unanimously approved. MOTION CARRIED.

T. Lavoy moved to recommend to the Portland Board of Education that the Collective Bargaining Agreement between the Portland Board of Education and the Portland Federation of Paraprofessionals for the period 2022-2025 be approved, seconded by L. Christensen. Unanimously approved. MOTION CARRIED.

T. Lavoy moved to recommend to the Portland Board of Education that the Collective Bargaining Agreement between the Portland Board of Education and the Municipal Employees Union Independent Administrative and Office Assistants for the period 2022-2025 be approved, seconded by S. Benham. Unanimously approved. MOTION CARRIED.

L. Steinhauser moved to recommend to the Portland Board of Education to extend the agreement between the Portland Board of Education and the Superintendent of Schools for the period of July 1, 2022 through June 30, 2025, seconded by S. Peters. Unanimously approved. MOTION CARRIED.

S. Peters moved to recommend to the Portland Board of Education to approve a 2.5% salary increase to the Superintendent of Schools salary for the period from July 1, 2022 to June 30, 2023 to \$176,690, seconded by L. Steinhauser. Unanimously approved. MOTION CARRIED.

16. Adjournment

M. Scata moved to adjourn the meeting at 10:34p.m., seconded by T. Lavoy. Unanimously approved. MOTION CARRIED.

Respectfully Submitted,

Tricia Dean, Clerk