

# Portland Board of Public Education Standing Committee Reports

## Annual Reports – November, 2017

### *Curriculum and Ed Planning*

#### **Role of Committee**

The Curriculum and Educational Planning Committee regularly reviews the District's practices related to the development, implementation and evaluation of curriculum policies, models of learning and educational instruction. It reviews and recommends policies that promote the sharing of best practices in curriculum, assessment, and instruction across the District. It regularly reviews State actions to ensure that the District's current practices comply with State statutes, and it makes recommendations to the Finance Committee and the full Board about how resources can best be allocated across the District to ensure equitable access to curriculum resources in accordance with the District's vision.

#### **Activities, Accomplishments, and On-Going Work: 2016-2017**

- Revised policy IFK - Graduation Requirements (February 2017)
- Revised policy IHBGA - Home Schooling, Participation in School Programs (June 2017)
- Reviewed policy IKC - Graduation Reporting System (January 2017). Determined the policy should be reviewed again for possible revision after Proficiency-based Grading System is in place.
- Drafted revisions to policy JICI - Athletic and Co-Curricular Code of Conduct for Middle and High School (June 2017). After board feedback, policy was not changed for this year and further revision work is needed.
- Discussed district-wide transition to Proficiency-based Teaching and Learning system and provided input on community concerns and the need for strong internal and external communication.
- Reviewed district metrics and targets aligned to the Portland Promise (comprehensive plan), with a focus on achievement metrics.

#### **Priorities for 2017-2018:**

- Target setting and monitoring progress on Achievement, Whole Student and Equity goals.
- Review and revise associated policies, support development of community and family communications strategy around Proficiency-based Teaching and Learning Transition.
- Advise on district strategies for math instruction, educator professional development strategy and middle-school math curriculum selection.

- Provide input and facilitate community connections around evolution to universal Pre-K work, including budget development.
- Provide input on, review and advise on strategy for Social-Emotional Learning, systems-wide strategy launch and support resource allocation to ensure a sustainable, long-term strategy.
- Review and advise on district plans for Alternative High School Program development including on the development of a regional Alternative High School for students significantly off-track and at risk of dropping out (or who have dropped out).
- Advise on budget development and support to develop more content leadership, extended learning time (with a focus on robust summer programming), and co-teaching conditions.
- Monitor progress around Seal of Biliteracy and New Mainer Center.

## *Finance/Personnel*

### **Role of Committee**

The Finance/Personnel Committee shall be responsible for conducting workshops and hearings on the school budget; recommending the budget to the full Board and the City Council; and overseeing the School Department's budget and financial status throughout the year. The Committee reviews and recommends to the Board salaries, benefits, and policies for non-represented employees; develops personnel policies for review and recommends to the Board for approval; designs and implements the superintendent's evaluation process in conjunction with the Board Chair.

### **Activities, Accomplishments, and On-Going Work: 2016-2017**

- Worked in coordination with the Operations Committee on the FY2018 CIP and the Buildings for Our Future project, resulting in the project going to referendum on November 7, 2017. The Finance Committee worked through a difficult budget cycle with the City Finance Committee on the approved budget and again for the supplemental budget after receiving more funding.

### **Priorities for 2017-2018:**

- Review and acceptance of FY2017 Audit
- Plan for FY2019 budget process, set a timeline in coordination with City Finance Committee
- Review and recommend FY2019 budget to the Board
- Monitor status of FY2018 budget throughout the fiscal year
- Receive updates on major initiatives
  - Munis financial system
  - Compensation study
- Define expectations and assumptions around multi-year budget (FY20-FY23)

## *Policy-Legislative Affairs/Public Affairs*

### **Role of Committee:**

This Committee regularly reviews Board policies, develops new policies as needed, and recommends them to the Board for approval. The Committee keeps current on relevant legislative issues, develops resolutions, and reports regularly to the Board. Individual Board members shall not use their position as a member of the Portland Board of Public Education to speak for the Board in municipal or legislative matters unless empowered by the Board to do so.

The Public Affairs Committee's purpose is to build community engagement and connection to the Board by facilitating opportunities for the Committee and Board members to listen, take feedback from, and connect with the community. The Committee will work to build awareness in the community to explain opportunities to interact with the Board. The Public Affairs Committee meets on an as-needed basis. The Committee's purpose is to conduct outreach throughout the year.

### **Activities, Accomplishments, and On-Going Work: 2016-2017**

- Worked closely with Superintendent of Schools and Assistant Superintendent for School Management to identify policies that need to go before the Board:
  - Policy JB – Transgender and Gender Expansive Students
- Discussed Community Forums

### **Priorities for 2017-2018:**

- Goals for the Policy Committee focus on completing as much policy work as possible and plan Community Engagement sessions with the public.
  - Cell Tower Policy
  - Remaining B Policies, including BBAB – Student Representation to the Portland Board of Public Education
  - Priority Policies as recommended by Drummond Woodsum and MSMA
    - BCB – Board Member Conflict of Interest
    - DJ – Bidding/Purchasing Requirements
    - DJH – Purchasing and Contracting: Procurement Staff Code of Conduct
  - Community Engagement Forums

## *Operations*

### **Role of Committee**

The Operations Committee shall be responsible for reviewing and recommending to the Board policies affecting transportation, facilities, food service, technology, and co-curricular programs, and shall make recommendations to the Board on these and other matters referred to it by the Board. The Operations Committee also monitors the implementation of district policies, through periodic updates from staff on related activities and plans.

### **Activities, Accomplishments, and On-Going Work: 2016-2017/2017-2018**

- Oversaw the development of 2018 and 2019 CIP (2019 CIP timeline was expedited by City and is scheduled to be approved by Board on 11/28);
- Oversaw the completion of the Comprehensive Facilities Assessment by Sebago Technics;
- Oversaw the completion of applications to DOE for Major School Construction for four elementary schools (Lyseth, Longfellow, Reiche and Presumpscot) and Portland High and Casco Bay HS/PATHS;
- Reviewed and approved changes to the Bus Discipline Policy and the Wellness Policy;
- Reviewed the transportation department's fleet replacement strategy including the rationale for moving to a mixed energy source fleet;
- Reviewed and advised on compliance with Federal requirements for addressing shortfalls in Food Service charges through administrative procedures.

### **Priorities for 2017-2018:**

- Develop and advocate for a plan for long term response to the Comprehensive Facilities Assessment report;
- Guide staff efforts to renovate four elementary schools;
- Propose boundaries changes to Ocean Avenue, Hall and East End schools as a result of ending the controlled enrollment practice at Ocean Ave School.