

The minutes presented within this document are a summary of the discussion that took place at the Board of Education meeting. To view the meeting in its entirety and hear full reports please click the following link: [February 7, 2024 Regular Meeting Recording](#).

BRISTOL BOARD OF EDUCATION
Bristol, Connecticut
Wednesday, February 7, 2024 – 7:00 p.m.
Regular Meeting Minutes

The Bristol Board of Education meeting was held on Wednesday, February 7, 2024, at 7:00 p.m. at the Bristol Board of Education auditorium and via the Zoom Meeting Platform.

PRESENT: Commissioners: Russell Anderson, Jill Fitzsimons-Bula, Eric Carlson, Kristen Giantonio, Lorianne Osenkowski, Shelby Pons, Jennifer Van Gorder

EXCUSED: Commissioners: Dante Tagariello and Maria Simmons

ALSO PRESENT: Dr. Catherine Carbone, Superintendent, and Dr. Michael Dietter, Deputy Superintendent

1. CALL TO ORDER/ PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Vice Chair Pons called the meeting to order at 7:01 p.m. and asked the audience to stand for the Pledge of Allegiance.

Vice Chair Pons asked the audience for a moment of silence for Anthony (Tony) Rocco Benvenuto a custodian at Memorial Boulevard School and Barbara J. Grasso who had a 35-year career as an Art Teacher and Director of Art at O'Connell School.

2. STAFF AND STUDENT RECOGNITION

The Board of Education recognized the following students:

Anastasiya Samoylyuk at BEHS received a \$500.00 Scholarship from the College Board Big Future Scholarship and Emily Skorupski at BEHS received a \$500.00 Scholarship from the College Board Big Future Scholarship. Emily was present online to be recognized and spoke briefly about the scholarship. Anastasiya had a prior commitment and was unable to attend. Congratulations to both students.

3. APPROVAL OF MINUTES

January 3, 2024 – Regular Meeting Minutes

On a motion by Jennifer Van Gorder, seconded by Kristen Giantonio;

The Board of Education voted to approve the January 3, 2024, Regular Meeting Minutes as written. With five (5) Commissioners, Fitzsimons-Bula, Giantonio, Osenkowski, Van Gorder, and Pons in favor of the motion. Commissioners Anderson and Carlson Abstained.

January 16, 2024 - Budget Workshop Meeting Minutes

On a motion by Jennifer Van Gorder, seconded by Lorianne Osenkowski;

The Board of Education unanimously voted to approve the written January 16, 2024, Budget Workshop Meeting Minutes. With seven (7) Commissioners, Anderson, Carlson, Fitzsimons-Bula, Giantonio, Osenkowski, Van Gorder, and Pons in favor of the motion.

January 16, 2024 - Special BoE Meeting Minutes

On a motion by Eric Carlson, seconded by Jill Fitzsimons-Bula;

The Board of Education unanimously voted to approve the January 16, 2024, Special BoE Meeting Minutes as written. With seven (7) Commissioners, Anderson, Carlson, Fitzsimons-Bula, Giantonio, Osenkowski, Van Gorder, and Pons in favor of the motion

January 23, 2024 - Budget Workshop Meeting Minutes

On a motion by Jennifer Van Gorder, seconded by Kristen Giantonio;

The Board of Education unanimously voted to approve the January 23, 2024, Budget Workshop Meeting Minutes as written. With seven (7) Commissioners, Anderson, Carlson, Fitzsimons-Bula, Giantonio, Osenkowski, Van Gorder, and Pons in favor of the motion

January 24, 2024 - Special BoE Meeting Minutes

On a motion by Kristen Giantonio, seconded by Eric Carlson;

The Board of Education voted to approve the January 24, 2024, Special BoE Meeting Minutes as written. With six (6) Commissioners, Carlson, Fitzsimons-Bula, Giantonio, Osenkowski, Van Gorder, and Pons in favor of the motion. Commissioner Anderson Abstained.

4. COMMITTEE REPORTS

Student Achievement

Commissioner Fitzsimons-Bula reported that the committee met on January 17th. The committee voted to approve the 2024 Student Achievement meeting dates. Commissioners heard seven curricular revisions that were voted to the full board for approval, and they will be presented later this evening. One informational item was presented which was an update on the K through 3 reading waiver; which the Bristol Public Schools curriculum received positive feedback, the next steps include providing a scope and sequence for vocabulary and comprehension. The next meeting is scheduled for February 21st at 6:30 p.m.

Policy

Commissioner Pons reported that a Special Policy Committee meeting was held on January 9th. The committee discussed and revised Bylaw 9132 – Standing Committees. The revisions included combining Finance and Operations, adding a new committee on School Safety adding School climate to student achievement to receive information on current and future practices and prepare for upcoming legislative mandates. The duties and responsibilities of each committee to better align with the CABA model policy. Committee assignments, the Finance and Operation calendar, the School Safety calendar, and School, Family, and Community Partnership calendars were moved to a Special Meeting on January 16th where all were voted on and passed unanimously. At the regularly scheduled Policy Committee meeting held on January 24th, the committee was updated by Commissioner Tagariello that the City had changed the charter to allow the sale and consumption of alcohol for non-school functions at the BAIMS theater. This will also require the policy subcommittee to revise multiple policies and the board lawyer is currently working on those revisions. The committee also continued its discussion of Policy 5144 - Discipline and Recess and decided to continue that discussion and make the necessary revisions at this month's policy meeting. The committee also received an update from Dr Dieter on menstrual equity and the legislative mandates. As of July 1, 2024, to comply, each school is required to designate a menstrual Equity coordinator typically an administrator or their designee. Finally, we discussed and moved Policy 5111 – Admission Age and Policy 5112 – Ages of Attendance out of the committee and to the full Board for a vote.

5. STUDENT REPRESENTATIVE REPORTS

Bristol Central High School

BCHS Junior Student Representative, Abigail Wasta reported on Bristol Central High School activities for January. Highlights from her report included a sports team update, the Southside School Italian program author talk and book signing, the Spanish Elementary Club at South Side continues with additional language learning, midterm completion; the start of Semester 2; the start of class selections for the 2024 2025 school year; 8th-grade orientation; AP exam preparation and seniors awaiting college decisions.

Bristol Eastern High School

BEHS Junior Student Representative, Peyton Troth reported on Bristol Eastern High School activities for February. Highlights from her report included the sports teams doing well, the blue crew working with the Alzheimer's Association, and wearing purple at the next few athletic events to raise awareness and money for the Alzheimer's Association; a February 15th schoolwide Save a Life demonstration; on February 16th there will be a read-in honor of Black History month; the conclusion of midterms; the start of second semester; college decisions for seniors, upcoming SAT's for juniors; course selection for underclassmen and planning for Prom is underway.

6. CHAIR REPORT

Vice Chair Pons reported that Commissioner Maria Pirro Simmons and herself were selected to participate in a Relational Leadership Institute for School, Family, and Community Partnerships she is currently in Santa Fe, New Mexico for the retreat component of the five-month program. Designed to provide the selected participants with experiences and tools to support trusting and mutually beneficial partnerships with families.

7. SUPERINTENDENT REPORT

Dr. Carbone presented the monthly Superintendent Report. Topics included in her report were Budget Workshops Overview, 2025-2030 Strategic Plan Update, February Winter Recess (Monday, February 19th and Tuesday, February 20th) and 2024-2025 Legislative Priorities.

8. CONSENT AGENDA

Vice Chair Pons called for a motion to approve the Consent Agenda, which included Items 8.1.a through 8.1.c.

On a motion by Jennifer Van Gorder, seconded by Kristen Giantonio;

The Board of Education unanimously voted to approve the Consent Agenda (Items 8.1.a through 8.1.c.) as written.

PERSONNEL

8.1.a. Teacher Resignations

Traner, Ashleeann - SSS - Library Media Specialist - Effective January 15, 2024

Cyr, Kaitlynn - EPH - Grade 1 Teacher - Effective January 22, 2024

Hamilton, Marissa - GHS - Special Education Teacher - Effective January 29, 2024

McLaughlin, Meredith - WBS - Psychologist - Effective February 5, 2024

On a motion by Jennifer Van Gorder, seconded by Kristen Giantonio;

The Board of Education unanimously voted to approve the Teacher Resignations as written. With seven (7) Commissioners, Anderson, Carlson, Fitzsimons-Bula, Giantonio, Osenkowski, Van Gorder, and Pons in favor of the motion.

PERSONNEL – cont’d

8.1.b. New Teacher Hires

DiCristofaro, Lynn - BCHS - Special Education Teacher - Effective January 30, 2024

Vilhotti, Emily - EPH - Special Education Teacher - Effective January 30, 2024

On a motion by Jennifer Van Gorder, seconded by Kristen Giantonio;

The Board of Education unanimously voted to approve the New Teacher Hires as written. With seven (7) Commissioners, Anderson, Carlson, Fitzsimons-Bula, Giantonio, Osenkowski, Van Gorder, and Pons in favor of the motion.

8.1.c. Sixth-Year Salary Credit Effective February 1, 2024

Darcy, Julia - Math Coach - Stafford Elementary

Fisher, Jessica - TESOL Teacher - Greene Hills

Tacinelli, Anne - Grade 5 Teacher - Greene Hills

On a motion by Jennifer Van Gorder, seconded by Kristen Giantonio;

The Board of Education unanimously voted to approve the Sixth-Year Salary Credit as written. With seven (7) Commissioners, Anderson, Carlson, Fitzsimons-Bula, Giantonio, Osenkowski, Van Gorder, and Pons in favor of the motion.

9. PUBLIC COMMENT

No members of the Public wished to address the Board.

10. DELIBERATED ITEMS/DISTRICT LEADERSHIP TEAM REPORTS

10.1. Special Services Report

Amy Martino, Special Services Director presented the monthly Special Services Report. As of January 1, 2024, 1,810 of the 8,063 enrolled Bristol students are identified as requiring Special Education programming. This enrollment reflects 22.45% of the total BPS student population. As of January 1st, 120 students with disabilities require out-of-district placements at private special education school programs. There are 80 students requiring special education programming and services at other public out of district and that includes magnet schools. During December, 21% of the newly registered students were identified as students requiring special education programming at the time of registration; there were no newly enrolled students receiving their programming at out-of-district programs also during December, there were (33) 211 calls, and (9) 911 calls.

10.2 Office of Talent Management Report - Enrollment

Dr. Kim Culkin, Chief Officer, presented the monthly Enrollment report as of January 1, 2024. Bristol Public Schools has 8,121 students, 289 of our students are attending magnet schools or other public schools at the time the report was pulled. 121 students were attending out-of-district private programs, 28 students were attending Bristol Tech. Compared to the overall student enrollment for the district in January of 2023 we had 8,089 students so we have 32 more Bristol students overall in a January to January comparison. Dr. Culkin walked commissioners through a breakdown of student enrollment by building.

10.3 Office of Finance Report - Student Activities

Mrs. Lynn Boisvert, Business Administrator, presented the Student Activities Funds. BCHS Student activity account began with a \$180,220.46 balance and has \$60,836.40 in expenses and \$100,790.81 in receipts through 12-31-2023. The ending account balance is \$220,174.87. The BCHS Athletics account began with a \$54,463.95 balance with \$39,745.03 in expenses and \$32,160.11 in receipts through 12-31-2023. The ending account balance is \$46,879.03. BEHS Student activity account began with \$161,345.00 balance and has \$49,094.35 in expenses

10.3 Office of Finance Report - Student Activities – cont'd

and \$81,839.12 in receipts through 12-31-2023. The ending balance is \$194,089.77. The BEHS Athletics account began with a \$12,489.69 balance with \$22,052.45 in expenses and \$10,247.61 in receipts through 12-31-2023. The ending account balance is \$684.85.

10.4 Office of Athletics Report - Fall Report

Mrs. Cera Galluzzo, Director of Athletics, presented the End of Fall Season Report. This report discussed both Bristol Central and Bristol Eastern. The report detailed the 108 regular-season events held per school. The post-season recap for both schools and the All-State Winners. Mrs. Galluzzo shared her contact information and the newly created Facebook page - Bristol High School Athletics.

11. CURRICULUM REVISION

11.1. Entrepreneurship - Second Reading

This course is ideal for students looking to explore entrepreneurship and the idea of becoming a small business owner. Students will learn how to set up their business, connect with customers, manage money, protect their assets, and grow their business ventures. By the end of the course, students will have a completed business plan to move forward with their business idea.

On a motion by Eric Carlson, seconded by Kristen Giantonio;

The Board of Education unanimously voted to approve the Entrepreneurship Curriculum Revision as written. With seven (7) Commissioners, Anderson, Carlson, Fitzsimons-Bula, Giantonio, Osenkowski, Van Gorder, and Pons in favor of the motion.

11.2. Architectural Concepts - Second Reading

Students will design and model current and historical building styles using manual drafting, digital CAD, and physical model creation. Students will create models of homes, businesses, and public spaces.

On a motion by Eric Carlson, seconded by Russell Anderson;

The Board of Education unanimously voted to approve Architectural Concepts Revision as written. With seven (7) Commissioners, Anderson, Carlson, Fitzsimons-Bula, Giantonio, Osenkowski, Van Gorder, and Pons in favor of the motion.

11.3. Advanced Acting

This is a new curriculum for the Theater Pathway at BAIMS. The purpose of this course is to provide the student with the knowledge and skills necessary to develop a character through advanced methods in acting. Through the use of internal and external development, students will refine their process as a performer. Furthering the development of the actor's instrument, implementing advanced acting theory and practice, and employing styles in performance, students will explore contemporary and non-contemporary techniques in character analysis and creating roles. The course will culminate in a public performance.

On a motion by Eric Carlson, seconded by Kristen Giantonio;

The Board of Education unanimously voted to approve the Advanced Acting Curriculum as written. With seven (7) Commissioners, Anderson, Carlson, Fitzsimons-Bula, Giantonio, Osenkowski, Van Gorder, and Pons in favor of the motion.

11.4. Theater Behind the Scenes

Theater Behind the Scenes is a new curriculum for the Theater Pathway at BAIMS. In this class, students will explore the "behind the scenes" elements of production in the following disciplines: set design, costume design, lighting/electrics, and sound design, among other subcategories. Learn and apply knowledge and skills to design their own work. Students may have the opportunity to be a stage manager, call a show; act as crew moving sets, props, etc. during shows; operate a spotlight, lighting console, and audio console; set up a PA system and cabling for audio set-ups; and participate in best safety practices, including handling electrics and using proper body mechanics. Academic study and hands-on application provide a practical approach to production. Students may be required to work on the semester performance course production.

On a motion by Eric Carlson, seconded by Lorianne Osenkowski;

The Board of Education unanimously voted to approve the Theater Behind the Scenes Curriculum as written. With seven (7) Commissioners, Anderson, Carlson, Fitzsimons-Bula, Giantonio, Osenkowski, Van Gorder, and Pons in favor of the motion.

11.5. Murals

Murals is a new curriculum for the Art Pathway at BAIMS. Students will learn technical skills through accuracy in drawing from small-scale images to murals. Projects will be inspired by self-expression, building and beautifying our community, and engaging citizens. Murals will be designed on different mediums such as buildings, walls, and large-scale openings. Materials used will include paint, stencils, and projectors.

On a motion by Eric Carlson, seconded by Kristen Giantonio;

The Board of Education unanimously voted to approve the Murals Curriculum as written. With seven (7) Commissioners, Anderson, Carlson, Fitzsimons-Bula, Giantonio, Osenkowski, Van Gorder, and Pons in favor of the motion.

11.6. Soundtrack Production - Second Reading

Soundtrack Production is a new curriculum for the Art Pathway at BAIMS. Students will engage in the study of the aesthetic and technical practices of film music and sound. The focus will be on the interaction between soundtrack and image track, on the level of form, rhythm, style, and emotion, as well as on the creative processes of film scoring. The study of selected film scores illustrating the development of film scoring art will be combined with original projects where students will develop their own soundtracks.

On a motion by Eric Carlson, seconded by Lorianne Osenkowski;

The Board of Education unanimously voted to approve Soundtrack Production as written. With seven (7) Commissioners, Anderson, Carlson, Fitzsimons-Bula, Giantonio, Osenkowski, Van Gorder, and Pons in favor of the motion.

11.7. Program of Studies

The 2024-2025 Program of Studies was presented by Melanie Vetrano Vice, Principal of Bristol Eastern High School. The 2024-2025 High School Program of Studies was reviewed by the Student Achievement Committee on January 17th and it was moved forward for the full Board for your approval. The Program of Studies for the upcoming year includes new course offerings, pathways for students to pursue, and four-year academic planning tools and resources for students and families all of which have been updated in English and Spanish in a digital platform for increased accessibility. These features and more were shared with the Student Achievement Committee and once approved, will be available on the websites of Bristol Eastern, Bristol Central, and Bristol Preparatory Academy. Thank you to the high school teams who worked on updating this document this year. Commissioners were shown the live document on Bristol Eastern's website.

11.7. Program of Studies – cont'd

On a motion by Kristen Giantonio, seconded by Russell Anderson;

The Board of Education unanimously voted to approve the Program of Studies as written. With seven (7) Commissioners, Anderson, Carlson, Fitzsimons-Bula, Giantonio, Osenkowski, Van Gorder, and Pons in favor of the motion.

12. POLICY REVISION

Dr. Dietter presented the updates to Policy 5111 – Admission/Age of Attendance and Policy 5112 - Ages of Attendance. Both policies were reviewed at the January Policy Committee meeting and forwarded for your consideration this evening.

12.1 Policy 5111 - Admission/Age of Attendance

On a motion by Kristen Giantonio, seconded by Eric Carlson;

The Board of Education unanimously voted to approve the Policy Revision of Policy 5111 as written. With seven (7) Commissioners, Anderson, Carlson, Fitzsimons-Bula, Giantonio, Osenkowski, Van Gorder, and Pons in favor of the motion.

12.2 Policy 5112 - Ages of Attendance

On a motion by Kristen Giantonio, seconded by Eric Carlson;

The Board of Education unanimously voted to approve the Policy Revision of Policy 5112 as written. With seven (7) Commissioners, Anderson, Carlson, Fitzsimons-Bula, Giantonio, Osenkowski, Van Gorder, and Pons in favor of the motion.

13. NEW BUSINESS

There was no New Business to come before the Board.

14. BUILDING/FACILITY REPORTS

Peter Fusco, Facilities Director provided the monthly building reports:

Chippens Underground Storage Tank - True Blue has provided submittals and the tanks have been ordered; Installation will begin in early spring.

BAIMS - We canceled the January building committee meeting at BAIMS due to the water infiltration in the lower level; Conducted two walkthroughs with the insurance carrier and are awaiting approval to proceed with remediation and restoration; Review of the change orders for redundant heat and air curtain have been put on hold until remediation is complete.

NEMS Building Committee Report - The increase to the estimate will be reviewed at the city joint board meeting on February 13, 2024; Clough Harbour is the 3rd party estimator that will review D'Amato Downes CD estimate; The CD estimate will be reviewed with the committee at this month's meeting; The special permit was approved at the zoning commission meeting in January while the site plan was tabled until the February meeting. (February 12, 2024) and a meeting to review the interior finishes is scheduled this month.

ESSER/ARP - 100% CD's will be received by the end of this week; Met with the Purchasing Agent, and these will be out to bid by late next week; SNE has begun the BMS upgrades districtwide and continue to work through design and installation.

EDGEWOOD RENOVATION/CULINARY ARTS PROJECTS - In January, the project was approved by the Education Committee and they submitted that Priority List to the Governor and General Assembly on February 1st.; Next steps: In late Spring/Early Summer, the General Assembly authorizes the Commissioner of DAS to enter into grant commitments on behalf of the State.

ATHLETIC FIELDS & SITE IMPROVEMENTS - Received the report from the engineers - they have highlighted short-term repairs as well as long-term.

15. INFORMATION/LIAISON REPORTS

Commissioner Osenkowski shared an update on Ivy Drive. She reported on one of the Ivy Drive Dragons being recruited to the Kid Cabinet for Governor Lamont's team. She also mentioned there was an Enrichment Activity Arts Dinner that several of the Ivy Drive families attended to celebrate young artists.

16. EXECUTIVE SESSION

On a motion by Eric Carlson, seconded by Kristen Giantonio;

The Board of Education unanimously voted to Convene Into Executive Session (8:18 p.m.) for:

1. Discussion concerning Attorney/client communication related to a request for an exit interview (Proposed for Executive Session).
2. Superintendent's Evaluation - Mid Year - 23-24

17. VOTOE TO RECONVENE INTO PUBLIC COMMENT TO VOTE ON ANY MATTERS FROM EXECUTIVE SESSION.

18. ADJOURNMENT

There being no other business to come before the Board, the meeting should be adjourned.

Respectfully Submitted,
Michelle Crowley
Michelle Crowley, Recording Secretary
Bristol Board of Education