

The minutes presented within this document summarize the discussion of the Policy Committee meeting. To view the meeting in its entirety and hear full reports, please click the following link:

https://zoom.us/rec/share/BT86JPZ-294pt3NllW9uWA8_ub9k6uVibGliQP2keotj8zVDnciqZ6JUgJecX2xA.CR6CVwgPSYIj-lxH

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Policy Committee Meeting Minutes

September 24, 2025

A Bristol Board of Education Regular Policy Committee meeting was held on September 24, 2025, in the BoE Auditorium and via the Zoom meeting platform.

PRESENT: Chair Shelby Pons, Commissioners: Jill Fitzsimons-Bula, Maria Simmons, Lorianne Osenkowski, Kristen Giantonio

ALSO, PRESENT: Mary Hawk, Jodi Bond, Carly Fortin, and Cera Orner (Virtual)

1. Call to Order/Pledge of Allegiance:

The meeting was called to order at 6:03 P.M.

2. Approval of Minutes:

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3. Public Comment:

Kristen Giantonio provided background on the need to implement Policy and Regulation 1324: Fundraising, in order to adopt the CABE policy for athletic fundraising without restrictions.

4. Discussion/Revision —Policy and Regulation 1324: Fundraising

Secretary Fitzsimons-Bula opened the discussion on Policy and Regulation 1324: Fundraising.

Deputy Hawk explained that the current Bristol Board of Education fundraising policy is complex and often limits schools' ability to support students. She recommended adopting the CABE model policy, which is clearer and more flexible. Director of Athletics Orner added that the CABE policy, particularly Line 8, allows fundraising for uniforms, equipment, and other personal athletic items in areas that are currently restricted.

Chair Pons clarified that the board's role is to adopt the policy, not the regulations. The superintendent and her team would manage the operational side, ensuring procedures are

Policy and Regulation 1324: Fundraising – cont'd

followed. Secretary Fitzsimons-Bula asked if the current policy was creating barriers for students, and Deputy Hawk confirmed it was, especially given current budget constraints.

Commissioner Simmons supported adopting the CABE policy, noting that it would give schools more options to fundraise for needed athletic items when the budget doesn't allow it. She said this flexibility would benefit students without limiting what fundraising can support. Chair Pons emphasized that all fundraisers would still require approval from the Director of Athletics and must follow the same process. She reassured the committee that the policy change simply allows more flexibility to fund items not included in the budget, while the regulations—handled by administration—will maintain oversight and consistency.

Motion made by Jill Fitzsimons-Bula and seconded by Maria Simmons, Shelby Pons and Lorianne Osenkowski for full board approval. Motion passed unanimously.

5. Discussion/Revision —Policy 6141.52: Challenging Curriculum

Commissioner Fitzsimons- Bula opens the discussion about Policy 6141.52.

Deputy Hawk discussed to the committee that the idea of 8th and 9th graders may be eligible to take or enroll advanced courses, programs, and requirements. Bristol Board of Education was providing action but did not adopt a policy in place for challenging curriculum.

Commissioner Fitzsimons asks Deputy Hawk that Bristol Board of Education has been offering challenging classes but has not been mandated for a policy. Deputy Hawk responses “Correct this was supposed to be adopted July of 2020”.

Commissioner Fitzsimons made a motion, but left it open for discussion. Fortin discussed that there is some language in the recommended policy that she finds a little problematic, and not in alignment with the language that was in the last Policy 6141.51. Fortin reads the recommended language from CABE that seems much more restrictive and provides a couple of examples.

Fortin took the recommendations from CABE and made some adjustments. Fortin's first recommendation is replacing advanced academic classes in the four content areas of language arts, mathematics, social studies, and science. The change is to replace advanced academic classes with offering rigorous coursework, giving some flexibility when thinking about access to rigorous coursework across our middle school program.

The second recommendation by Fortin is that a paragraph in the CABE model policy could be deleted to better match the language in Policy 6141. On the second page, under criteria, Fortin swapped the language in the CABE model policy with the language in Policy 6141.51 to be consistent with the criteria. Fortin noted that multiple methods may be used to determine student eligibility for enrollment, including recommendations from teachers, administrators, counselors, other staff, and input from students and parents/guardians. Fortin also stated that the CABE model policy had a second set of criteria, and suggested deleting it and instead including eligibility criteria that refers back to this policy.

Policy 6141.52: Challenging Curriculum-cont'd

Fortin's goal in reviewing the language of this policy is to align it with the policy the committee approved last month for the high school, and to carry that same approach through to the middle school

Motion made by Jill Fitzsimons-Bula to move the Challenging Curriculum Policy and Gifted and Talented Students to the next policy meeting, seconded by Maria Simmons and Lorianne Osenkowski. Motion passed unanimously.

6.Discussion/Revision —Policy 6172.1: Gifted and Talented Students

Motion made by Jill Fitzsimon-Bula motion to move the Challenging Curriculum Policy and Gifted and Talented Students to the next policy meeting and seconded by Maria Simmons and Lorianne Osenkowski. Motion passed unanimously.

7.Discussion/Revision —Policy 6140: Curriculum Design/Development/Revision

Fortin presents Policy 6140: Curriculum Design/Development/Revision to have minor revisions.

Fortin proposes a change to the second paragraph of Policy 6140 reading that the Student Achievement Committee, a subcommittee of the Board of Education, will review and approve all curriculum prior to referral to the full board for final approval.

Minor revisions to standards, learning targets, common learning experiences, and assessments are expected to be part of the educational process, on an annual basis.

Simmons questioned the limitation of reporting only once a year, while Fortin suggested that curriculum supervisors should meet at least once per trimester, keep records of suggested changes, report to the Student Achievement Committee, and then share those reports at the end of the school year — rather than limiting reporting to just annually.

Major curriculum revisions, including the introduction of a new course, the adoption of new Connecticut or national standards, or changes to more than half of the course content, will be reviewed first by the Student Achievement Committee, and then referred to the full board for approval.

Motion made by Jill Fitzsimons-Bulla and seconded by Maria Simmons and Jennifer Van Gorder for full board approval. Motion passed unanimously.

8. Adjournment:

Commissioner Fitzsimons-Bula adjourned the Policy Committee meeting at 7:01 p.m.

Respectfully Submitted,

A handwritten signature in cursive script, reading "Shina Shoubah".

Recording Secretary
Bristol Board of Education