

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: [1/28/2026-Regular Policy Meeting](https://www.bristol.k12.tn.us/2026-regular-policy-meeting)



Regular Policy Committee Meeting Minutes
January 28, 2026

A Bristol Board of Education Regular Policy Committee Meeting was held on January 28, 2026 at 6:00 P.M. in the BoE Auditorium and via the Zoom meeting platform.

Present: Chair Shelby Pons , Commissioners: Lorianne Osenkowski, Jill Fitzsimons-Bula and Kara Ledger

Absent: Maria Simmons

Also Present: Deputy Superintendent Mary Hawk (6:05 p.m.) and Chief of Talent Management Joseph Grabowski .

1. Call to Order/ Pledge of Allegiance

The meeting was called to order at 6:01 P.M.

2. Approval of Minutes

2.1 10/22/2025 Regular Policy Committee Meeting Minutes

Commissioner Fitzsimons-Bula called for a motion to approve the 10/22/2025-Regular Policy Committee Meeting minutes. The motion was made by Kara Ledger and seconded by Lorianne Osenkowski.

The Policy Committee voted unanimously to approve the October 22, 2025, regular meeting minutes as written.

2.2 11/24/2025 Special Policy Committee Meeting Minutes

Commissioner Fitzsimons-Bula called for a motion to approve the 11/24/2025-Special Policy Committee Meeting minutes. The motion was made by Kara Ledger and seconded by Lorianne Osenkowski.

The Policy Committee voted unanimously to approve the November 24, 2025, special meeting minutes as written.

3. Public Comment

No public comment.

4. Review And Possible Action On The Following Policies :

4.1 Policy 2151 with Accompanying Regulation – Hiring Administrators

Chair Fitzsimons-Bula provided background on the policies being presented to the committee and noted that the Board of Education was asked to review the policies to ensure compliance with the findings of last year's audit.

Draft proposed Policy 2151 introduces a formal operational regulation developed collaboratively by the Superintendent, Deputy Superintendent, and Human Resources. The regulation is intended to formalize the District's administrative hiring guidelines in alignment with state and CSDE requirements. If Policy 2151 is approved, current Policy 2100 will be rescinded.

Committee members engaged in questions and discussion regarding the changes and differences among Policy 2151, Regulation 2151, and Policy 2100.

Commissioner Jill Fitzsimons-Bula recommended adoption of the drafted Policy 2151 and Regulation 2151 without revisions.

A motion was made by Kara Ledger and seconded by Lorianne Osenkowski to forward Policy 2151, with the accompanying regulation on Hiring Administrators, to the full Board for approval.

4.2 Policy 4111.1 – Affirmative Action / Equal Employment Opportunity

Commissioner Jill Fitzsimons-Bula provided the recommendation to update Policy 4111.1 terminology to reflect “Diverse Educators” to align with CABE and State guidance.

Fitzsimons-Bula recommended adoption of the drafted Policy 4111.1 – Affirmative Action / Equal Employment Opportunity without further revisions.

A motion was made by Kara Ledger and seconded by Lorianne Osenkowski to forward Policy 4111.1 – Affirmative Action / Equal Employment Opportunity, to the full Board for approval.

4.3 Policy 4111.3 – Increasing Educator Diversity

Commissioner Jill Fitzsimons-Bula recommended adoption of new guidance to ensure compliance with Public Act 23-167 and CSDE guidance.

Commissioner Fitzsimons-Bula noted that the Board does not currently have a comparable policy. Chair Pons stated that the proposed policy is based on the CABE Policy Model and that no revisions were made.

Committee members discussed the addition of language requiring annual reporting to the Board. Joseph Grabowski, Chief of Talent Management, shared that annual reporting is not required by the state. The Committee agreed to revise draft Policy 4111.3 to require the Chief of Talent Management to report annually to the Board of Education as part of the hiring report.

Commissioner Jill Fitzsimons-Bula recommended adoption of draft Policy 4111.3 – Increasing Educator Diversity, as revised.

A motion was made by Kara Ledger and seconded by Lorianne Osenkowski to forward Policy 4111.3 – Increasing Educator Diversity to the full Board for approval.

4.3 Policy 2100 – Administrative Staff Organization

Commissioner Jill Fitzsimons-Bula recommended rescinding of Policy 2100 - Administrative Staff Organization.

A motion was made by Kara Ledger and seconded by Lorianne Osenkowski to forward the rescinding of Policy 2100 - Administrative Staff Organization, to the full Board for approval.

5. New Business

5.1 2026 Policy Committee Meeting Dates

Commissioner Jill Fitzsimons-Bula presented the revised 2026 Regular Policy Committee meeting dates to the Committee, noting the time change to follow the Finance & Operations Committee meetings and that the meetings will now be held on the second Wednesday of each month.

Committee members engaged in questions and discussion regarding the proposed dates.

Motion Passed: A motion was made by Commissioner Osenkowski and seconded by Commissioner Ledger to approve the 2026 Policy Committee meeting dates.

6. Adjournment

Commissioner Fitzsimons- Bula adjourned the Regular Policy Committee Meeting at 6:24 P.M.

Respectfully Submitted,



Recording Secretary
Bristol Board of Education