

## **Regular Policy Committee Meeting**

Tuesday, November 22, 2022 6:00 PM

Via Zoom Platform, 129 Church Street, Bristol, CT 06010

- I. **Call to Order/Pledge of Allegiance/Meeting Norms**
- II. **Approval of Minutes - 9/28/22 - Regular Committee Meeting**
- III. **Public Comments -**
  1. Send your comments to:  
michellecrowley@bristolk12.org
  2. Be sure to put PUBLIC COMMENT - POLICY in the subject line.
  3. Include your name and address.
  4. Direct your comments to the Committee Chair
  5. Your comments will be read at the meeting by the Committee Chair
  6. All comments should be written in an appropriate manner, comments regarding personal or confidential student information shall not be discussed under public comment.
  7. Any comments not adhering to the guidelines will not be read at the meeting.
- IV. **Policy 2112 - Professional Development - Review and Revise**
- V. **Policy 3000 - Concept and Roles in Business and Non-Instructional Operation Review and Revise**
- VI. **Policy 3240 - Tuition Fees - Review and Revise**
- VII. **Policy 3250 - Materials/Service Fees, Charges - Review and Revise**
- VIII. **Information/Discussion - Event Spectator Fees**
- IX. **Adjournment**



**Policy Committee Meeting Minutes  
September 28, 2022**

A meeting of the Bristol Board of Education Policy Committee was held on September 28, 2022 , at 6:00 p.m. in Room 36 of the Bristol Board of Education and via the Zoom Meeting Platform.

**PRESENT:** Kristen Giantonio, Shelby Pons, Todd Sturgeon, and alternate Dante Tagariello (virtually at 6:29 pm). Also present Commissioner Russell Anderson and Chair Jen Dube.

**ALSO PRESENT:** Dr. Michael Dietter, Dr. Catherine Carbone

**1. Call to Order:**

The meeting was called to order at 6:00 P.M.

**2. Approval of Minutes:**

On a motion by Commissioner Pons, seconded by Commissioner Giantonio, the minutes were approved from August 24, 2022. Commissioner Sturgeon abstained from vote.

**3. Public Comment:**

There was no public comment this evening.

**4. Discussion/Revision - Policy 2100 Administrative Organization**

Committee members discussed revisions and draft language. On a motion by Commissioner Sturgeon, seconded by Commissioner Giantonio, the motion passes to approve the revision of Policy 2100 Administrative Organization. Commissioner Pons was opposed citing a desire for bipartisan language.

**5. Discussion/Revision - Policy 2151 Hiring School Administrators**

On a motion by Commissioner Sturgeon, seconded by Commissioner Pons to discuss the policy or to take no action. Committee members

discussed Policy 2151 and determined a course of action to add language from Policy 2151 to Policy 2100.

On a motion by Commissioner Sturgeon, seconded by Commissioner Pons to discuss new business to discuss reconsideration of adding to Policy 2100 language regarding the, *next regular or special board of education meeting*.

On a motion by Commissioner Sturgeon, seconded by Commissioner Pons to discuss strike Policy 2151. Commissioners unanimous, all approved striking Policy 2151.

On a motion by Commissioner Sturgeon, seconded by Commissioner Giantonio to accept this Policy 2100 with revisions. All were in favor except Commissioner Pons, she voted no citing a wish for bipartisan language.

#### **6. Discussion - Meeting Minutes, Recording, Maintenance of Records, Access**

- ❖ Discussed Nutmeg and past issues with recording meetings.
- ❖ Discussion of a service to use in order to record and post on youtube.
- ❖ Committee to consider standardizing how we record meetings and how we can do that going forward.
- ❖ We are re-aligned with what we were doing pre-pandemic and continuing to offer slide-shows and zoom.
- ❖ Discussed getting recommendations from CUBE on this issue.

#### **7. Adjournment**

The Policy Committee meeting was adjourned at 6:52 p.m. by Commissioner Giantonio.

Submitted by:

***Michelle L. Crowley***

Recording Secretary

Bristol Board of Education

## **Administration**

### **Professional Development**

The Board of Education recognizes the importance of professional development opportunities for new and experienced administrators. As leaders of the school system, administrators' active participation in professional development provides positive role models for other staff and students by enacting dual roles of teacher and learner. Formal acknowledgment of the importance of these reciprocal roles and responsibilities will lead to sustained professional growth and learning among administrative staff, which will, in turn, benefit the school community.

A philosophy that promotes continued learning for all educators should permeate professional development programs and practices. The philosophy should specifically support different learning needs, based on experience, and an investment in the professional growth of future school leaders:

1. Innovative programs should be developed and established for teachers who aspire to administrative positions. A special effort should be made to encourage women and minorities to seek administrative positions.
2. For new administrators, a comprehensive orientation program should include broad-based exposure to district practices and resources, provision of mentor support from experienced administrators, and development of an individualized professional growth plan that targets priority learning needs.
3. For experienced administrators, flexible professional development opportunities should be entertained, allowing for career advancement support and long-term areas of professional pursuit.

All administrators should be exposed to professional growth opportunities and educational practices that address ways to foster diversity and equity in the school community. Professional development programs should be developed to assist and alert participants to issues related to the impact of racial, ethnic, and gender bias in the classroom, in the schools, and in the broader community.

**Policy adopted: August 25, 1993**

**Business****Concept and Roles in Business and Non-Instructional Operations****Business**

The Bristol Board of Education looks upon business operations of the school system as essential -- yet ancillary and auxiliary to the central function of the school system, which is education. The Board serves as trustee of school facilities and overseer of school business operations for the purpose of providing the facilities and services that will support a good educational program.

The Board expects operation and maintenance of the school plant, equipment, and services to set high standards of safety, to promote the health of students and staff, to reflect the aspirations of the community, and to support environmentally the efforts of the staff to provide good instruction.

The Bristol Board of Education recognizes that money and money management comprise the foundational support of the whole school program. To make that support as effective as possible, the Board intends:

1. To encourage advance planning through the best possible budget procedures.
2. To explore all practical and legal sources of dollar income.
3. To guide the expenditure of funds so as to achieve the greatest educational returns.
4. To require maximum efficiency in accounting and reporting procedures.
5. To maintain a level of per student expenditure needed to provide high quality education.

As trustee of community, state, and federal funds allocated for use in local education, the Board of Education has the responsibility to protect the funds and use them wisely.

**Policy adopted: July 6, 1994**

**Business****Tuition Fees**

The Bristol Board of Education will permit students from other school districts to attend local schools when they can be accommodated in existing classes. The students or their sending district shall pay a tuition fee. The tuition fee may be adjusted as changes in costs indicate unless a multiple year agreement to provide educational facilities is entered into with another Board of Education.

(cf. 6145.6 - Travel and Exchange Students re Foreign Exchange Students)

Legal Reference: Connecticut General Statutes

[10-33](#) Tuition in towns in which no high school is maintained.

[10-35](#) Notice of discontinuance of high school service to nonresidents. [10-55](#) Pupils to attend regional school.

[10-220](#) Duties of boards of education.

[10-253](#) School privileges for children in certain placements, nonresident children and children in temporary shelters.

[10-266](#) Reimbursement for education of pupils residing in state property.

**Policy Adopted: July 6, 1994**

**Business**

**Materials/Services Fees, Charges**

**Copies of Records**

Any person who applies in writing will receive a plain or certified copy of any public record. (cf. [9330](#) Board/School District Records) A fee not to exceed amount itemized in State Statute or City Ordinance per page will be established.

Legal Reference: Connecticut General Statutes

[1-15](#) Application for copies of public records.

[10-221](#) Boards of education to prescribe rules.

[10-228](#) Free textbooks, supplies, material and equipment. [10-229](#) Change of textbooks.

**Policy Adopted: July 6, 1994**