

## **Regular Policy Committee Meeting**

Wednesday, February 22, 2023 6:00 PM

BOE - Room 36 and via Zoom Meeting Platform, 129 Church Street, Bristol, CT  
06010

1. **Call to Order/Pledge of Allegiance/Meeting Norms**
2. **Approval of Minutes - January 25,2023**
3. **Public Comments:**
  - a. Send your comments  
to: michellecrowley@bristolk12.org
  - b. Be sure to put PUBLIC COMMENT - POLICY in the subject line.
  - c. Include your name and address.
  - d. Direct your comments to the Committee Chair.
  - e. Your comments will be read at the meeting by the Committee Chair.
  - f. All comments should be written in an appropriate manner. Comments regarding personal or confidential student information shall not be discussed under public comment.
  - g. Any comments not adhering to the guidelines will not be read at the meeting.
4. **Policy 5123 - Promotion/Acceleration/Retention - Discussion and Revision.**
5. **Policy 6174 - Summer School - Discussion and Revision.**
6. **Gate Fees - Discussion and Update.**
7. **Adjournment**



**Policy Committee Meeting Minutes**  
**January 25, 2023**

A meeting of the Bristol Board of Education Policy Committee was held on January 25, 2023 at 6:00 p.m. via the Zoom Meeting Platform.

**PRESENT:** Commissioners: Kristen Giantonio, Shelby Pons, Todd Sturgeon, Jen Dube, Maria Simmons

**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 Sturgeon, seconded by Commissioner Pons, the minutes were approved from November 22, 2022. Commissioner Giantonio abstained.

**3. Public Comment:**

There was no public comment this evening.

**4. Review and Approve 2023-2024 meeting calendar.**

On a motion by Commissioner Sturgeon, seconded by Commissioner Pons, the Policy Committee 2023-2024 meeting schedule was approved.

**5. Policy 1251 - Loitering or Causing Disturbance - Review and Revise**

After review of the policy it was agreed upon to move the policy to the full board to accept Policy 2112. Motion by Commissioner Sturgeon and seconded by Commissioner Pons.

**6. Policy 1316/CABE model policy 1316 - Review and Revise**

After review of the policy it was agreed upon to move the policy to the full board to accept three highlighted revisions - #2, #3 and #7 of CABE

model policy 1316. Motion by Commissioner Sturgeon and seconded by Commissioner Pons.

**7. Policy 1322 - Contests for Students - Review and Revise**

After review of the policy it was agreed upon to move the policy to the full board to accept Policy 1322. Motion by Commissioner Sturgeon and seconded by Commissioner Pons.

**8. Adjournment -**

The Policy Committee meeting was adjourned at 6:18 p.m. by Commissioner Giantonio.

Submitted by:

*Michelle L. Crowley*

Recording Secretary

Bristol Board of Education

## Students

### Promotion/Acceleration/Retention

The Bristol Public Schools are dedicated to the continuous academic, social, emotional and physical development of all students. Students shall be placed in an educational program appropriate to their academic, social, emotional development as well as their age. The instructional program shall provide for the growth and development of students from grade to grade with most pupils spending one year in each grade. Reports of student progress shall be made to parents and students at least 3 times annually.

In general, students shall be promoted annually. At the high school level, students shall be promoted in keeping with the requirement set forth below and in Board Policy [6146](#) - Graduation Requirements.

Concerns regarding expected yearly progress will be reviewed by classroom teachers, the principal, reading specialists or other staff and in discussion with parents. Provisions shall be made for the prompt referral to a planning and placement team meeting (PPT) of students' whose grades have been considered persistently unsatisfactory or at a marginal level of acceptance by the school district.

Retention shall not be used as an option until all possible alternatives have been exhausted. Instructional interventions may include: summer school, classroom modifications, support services, literacy or numeracy intervention and/or parent interventions.

In all cases of promotion or retention, the parent/guardian is to be fully involved and informed throughout the promotion/retention decision-making process. The Principal shall be responsible for making the final decision as to retention and assignment.

The accompanying regulations detail provisions at the elementary, middle and high school level.

(cf. [5124](#) - Reporting to Parents)

(cf. [6146](#) - Graduation Requirements)

(cf. [6146.1](#) - Grading System)

Legal Reference: Connecticut General Statutes

P.A. 99-288 An Act Concerning Education Accountability

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

[10-265g](#) Summer reading programs required for priority school districts. Evaluation of student reading level. Personal reading plans.

[10-265l](#) Requirements for additional instruction for poor performing students in priority school districts; exemption. Summer school required; exemption.

RCSA Section 10-76d-7 Regulations concerning children requiring a referral to special education.

**Policy Adopted: March 1, 1995**

**Policy Revised: November 1, 2000**

**Policy Revised: May 2, 2001**

**Policy Revised: September 14, 2005**

**Policy Revised: January 3, 2007**

**Policy Revised: August 20, 2008**

**Policy Revised: July 10, 2013**

BRISTOL PUBLIC SCHOOLS

## Students

### Promotion & Retention

The criteria to be considered as a basis for promotion /retention shall be:

#### Elementary School:

Student Work	Interview Information
Chronological Age	Academic Performance
Physical Size and Maturity	Parental Support
Assessment Data	Previous Retentions

#### Middle School:

All of elementary plus  
Performance in core academic subjects  
Performance in summer school

### Procedures

#### Elementary/Middle School

Whenever the possibility of retention exists, the following procedures will be implemented:

1. Information concerning the aforementioned will be collected.
2. A parent conference will be held to inform parents of findings and /or recommendations.
3. Every effort will be made to arrive at a mutually agreeable decision regarding either retention or promotion. However, the decision of the Principal is final.

#### Middle School

To be considered for promotion to the next grade, a student must demonstrate that he/she is proficient in the core academic areas (English, Social Studies, Science and Mathematics) by receiving a passing grade in each subject.

Any student who fails four core classes will be retained. When a student fails language arts or mathematics, summer school is required. When a student fails science or social studies, summer school is recommended. When a student fails two core subjects, summer school is required in these two subjects and the student must receive a passing grade in at least one of the core subjects in summer school. When a student fails three core subjects, summer school is required in these three subjects and the student must receive a passing grade in at least two of the core subjects in summer school.

Students must meet the summer school proficiency standards, as specified in Board of Education policy #[6174](#).

For students who failed a core subject, a review of each student will be completed in August by the school administration and a determination of his/her placement for the next year will be made at that time. Information about the student's summer school performance will be included in this review. A parent conference will be held to inform parents of findings and /or recommendations. Every effort will be made to arrive at a mutually agreeable decision regarding either retention or promotion. The decision of the Principal is final.

#### High School:

##### From Grade 9 to Grade 10:

To be promoted from Grade 9 to Grade 10 a student must earn 5.25 credits and demonstrate that he/she is proficient in the core academic areas (English, Social Studies, Science and Mathematics) by receiving a passing grade in each subject. Students must "make-up" failed core academic courses by receiving a passing grade in summer school. Students must meet the summer school proficiency standards, as specified in Board of Education policy #6174.

If such student does not attend summer school or fails to meet the summer school proficiency standards, the administration will review the student's achievement and may take any of the following actions based upon the students' individual circumstances:

1. Placement in an Alternative High School Program
2. Placement in Adult Education if age eligible
3. Placement on a Freshman Team

Regardless of which option the administration chooses, the student shall remain classified as a Grade 9 student until all four core Grade 9 courses are completed with passing grades

#### **From Grade 10 to Grade 11:**

To be promoted from Grade 10 to Grade 11 a student must earn an accumulated 11.75 and demonstrate that he/she is proficient in at least one of the four core academic areas (English, Social Studies, Science and Mathematics) by receiving a passing grade in the subject.

Students must "make-up" failed core academic courses by receiving a passing grade in summer school.

#### **Grade 11 to Grade 12:**

To be promoted from Grade 11 to Grade 12 a student must earn an accumulated 17.25 credits.

#### **Graduation**

To graduate from high school, a student must earn an accumulated 25.25 credits.

**Regulation Adopted: September 14, 2005**

**Regulation Revised: August 20, 2008**

**July 10, 2013**

**August 19, 2015**

BRISTOL PUBLIC SCHOOLS

Bristol, Connecticut

## Instruction

### Summer School

The Board of Education may sponsor a summer school program providing remedial and enrichment courses at all levels and review courses at the secondary level. Enrichment courses shall carry no credit. Under limited circumstances, credit may be accepted from other area summer schools.

#### 1. Elementary

Admission to elementary summer school classes will be limited to those students who will be enrolled in grades K-5 in September of the year of the summer school session.

#### 2. Middle School [Grades 6-8]

Admission to a remedial summer school class for make-up of a failing grade will be permitted to students previously enrolled in that grade level class. To meet the proficiency standards in summer school and therefore to receive a passing grade, students shall:

- a. Meet the attendance policy as specified in the summer school rules and regulations.
- b. Receive a passing grade, defined as 65 or higher, for the remedial summer school class. The summer school grade consists of 20% assessment and 80% course work. The summer school grade is not averaged with the final course grade for the full year course.
- c. To receive a passing grade for a summer school class taken in another district, the student must receive a passing grade, defined as 65 or higher, on the Bristol common assessments given in that class during the school year.

#### 3. High School [Grades 9-12]

Admission to a remedial summer school course for credit will be permitted to students previously enrolled in the same course, but who (1) have not received credit for that course or (2) have passed with a grade of 65 or higher either semester 1 or semester 2 of the full year course during the school year. If a student fails one semester of the full year course in summer school, the student must take the full year course again during the school year or the full course again in summer school.

Students may make-up a maximum of two credits, which could be four semesters or two full year courses, during one summer school session.

To meet proficiency standards in the summer school course and to therefore receive credit for the course, students shall:

- a. Meet the attendance policy as specified in the summer school rules and regulations.

Receive a passing grade of 65 or higher for the summer school class.

- b. The grade for credit awarded through the summer school program consists of 20% assessment and 80% course work. When a student participates in the summer school course for either semester 1 or semester 2 of a full year course and passes the semester half of the course in summer school, the student shall receive 1/2 credit for the summer school course and 1/2 credit for the semester passed during the school year. The 1/2 credit awarded for the summer school course and the 1/2 credit awarded for the semester passed during the school year is only applicable to the remedial summer school courses. The summer school grade is not averaged with the final course grade for the full year course.

- c. To receive credit for a failed required course, if the summer school course is taken in other area summer schools, the student must receive a grade of 65 or higher on the mid-year and final assessments administered during the school year for the Bristol course.

Non-resident students will be admitted pending availability of seats in each course. Priority will be given to Bristol students enrolled in the public schools.

#### 4. Tuition

The Board of Education may charge a reasonable fee to each child attending summer school with the exception of grade 6, 7, 8, 9 and 10 students who require remediation in the core academic subjects taught within the middle school and high school teams. Non-residents will be required to pay fees established by the Board of Education.

Legal Reference: Connecticut General Statutes

[10-74a](#) Summer Courses

**Policy Adopted: April 5, 1995**

**Policy Revised: December 6, 2006**

**Policy Revised: March 6, 2013**