

School, Family & Community Partnership Committee Meeting

Wednesday, October 22, 2025 7:00 PM

BOE Auditorium and via Zoom Meeting Platform, 129 Church Street, Bristol, CT 06010

1. **Call to Order/Pledge of Allegiance**
2. **Approval of Minutes**
3. **Public Comment**
4. **Activate Well Being**
5. **Community Partnerships Reports**
6. **School Community Shout Out**
7. **Review Bylaw 9132: Duties and Responsibilities of School- Family-Community-Partnerships**
8. **SFCP Goal and Action Plan**
9. **Adjournment**

The minutes presented within this document summarize the discussion of the School, Family and Community Partnerships Committee meeting. To view the meeting in its entirety and hear full reports, please click the following link:
<https://zoom.us/j/95286580703?pwd=V1BWQVhESXorZ1YxeE54M01HeWFsQT09>



School, Family and Community Partnerships Committee Meeting Minutes September 24, 2025

A meeting of the Bristol Board of Education School, Family and Community Partnership Committee was held on September 24, 2025 at 7:00 p.m. in the Board of Education Auditorium and via the Zoom Meeting Platform

PRESENT: Maria Simmons, Jill-Fitzsimons-Bula, and Jennifer Van Gorder

ALSO, PRESENT: Deputy Superintendent Mary Hawk

1. Call to Order:

The meeting was called to order at 7:08pm

2. Approval of Minutes:

August 27, 2025 Meeting Minutes approval was moved to next month's meeting.

3. Public Comments:

There was no public comment this evening.

4. Activate Well-Being:

Group activity to break the ice and get started

5. Community Partnerships Reports

Our special guests were Captain Junee and Captain Fitch from the Salvation Army.

Captain Fitch provided detailed information about partnering with the Salvation Army on volunteer opportunities, camp programs and employment for high school students from October through May.

6. School Community Shout Out

There were one shout-outs:

1. Lindsey DiPietro at BAIMS from Commissioner Simmons.

7. SFCP Goal and Action Plan

The committee will rework the goal language with the updated ByLaw Language. The committee reviewed the School Family Community Partnerships Goal and Action Plan. With the one-year mark approaching, members reflected on whether the goals taken from the bylaws had been met and how well the work has supported the school community.

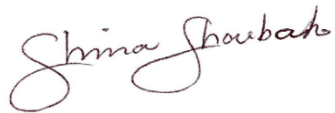
Progress was noted in areas such as community engagement, family involvement, and partnerships with local organizations. Regular reports and presentations were seen as strengths, while challenges remain in improving communication tools like Parent Square and reaching more stakeholders.

The committee agreed to take a closer look at its goals and responsibilities to be sure they match district values and priorities. A deeper discussion will take place in October to identify where improvements can be made, consider possible policy updates, and strengthen how committee work is shared with the full Board.

8. Adjournment:

The School, Family, Community Partnerships Meeting was adjourned at 8:05 p.m. by
Commissioners Simmons

Respectfully Submitted,



Recording Secretary
Bristol Board of Education

*The minutes presented within this document summarize the discussion of the School, Family and Community Partnerships Committee meeting. To view the meeting in its entirety and hear full reports, please click the following link:
https://youtu.be/16g7yN0ywwk?si=_7tB-2kaiuL5dXlw*



**School, Family and Community Partnerships Committee Meeting Minutes
August 27, 2025**

A meeting of the Bristol Board of Education School, Family and Community Partnership Committee was held on August 27, 2025 at 7:00 p.m. in the Board of Education Auditorium and via the Zoom Meeting Platform.

PRESENT: Maria Simmons and Jill-Fitzsimons-Bula.

ALSO, PRESENT: Deputy Superintendent Mary Hawk and Erica Trianna.

1. Call to Order:

The meeting was called to order at 7:28 p.m.

2. Approval of Minutes:

Maria Simmons made the motion and second by Jill-Fitzsimons-Bula, the minutes from May 28, 2025, were approved.

3. Public Comments:

There were no public comments this evening.

4. Activate Well-Being:

Group activity to break the ice and get started

5. Community Partnerships Reports

Trianna briefly describes their climate camp that was held this summer. It was two days in person for roughly 80 participants who joined the camp. The theme of this camp was to discover the power of positive relationships through intentional engagement. Climate Camp to support the new state policy requiring parents and community members on school climate teams. Parents, staff, and partners took part in sessions on listening circles, community conversations, and learning walks, then worked on school climate and engagement plans.

6. School Community Shout Out

There was one shout out:

1. Bristol Public School employees and educators

7. SFCP Goal and Action Plan

The committee reviewed its School Family Community Partnerships Action Plan, reflecting on progress over the past year in family engagement, partnerships, communication, and policy. Members will identify gaps and prepare for an October year-end review to highlight accomplishments and set next year's priorities.

8. Adjournment:

The School, Family, Community Partnerships Meeting was adjourned at 7:56 p.m. by Commissioners Simmons.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Shina Shoubate".

Recording Secretary
Bristol Board of Education

Bylaws of the Board

Standing Committees

Duties and Responsibilities

1. Student Achievement & Outcomes Committee

The focus of the Student Achievement Committee is to review and monitor appropriate key performance indicators to evaluate student achievement and to pursue continuous improvement in overall district academic performance.

The responsibilities of this committee include:

1. Review and monitor appropriate metrics for all areas of district, school, and student performance and climate.
2. Participating in the review, evaluation, and development of the district's curriculum.
3. Make recommendations to the full Board related to the responsibilities listed for the committee.

2. Finance & Operations Committee

The focus of the Finance & Operations Committee is to plan, obtain, & manage the resources that are necessary to increase the district's capacity to meet district priorities, students' needs, and statutory requirements.

The responsibilities include:

1. Monitoring metrics to ensure that district resources are utilized effectively, efficiently, and equitably to improve student achievement.
2. Working with the superintendent of schools and/or their designee regarding the district's annual budget development.
3. Reviewing annual capital expenditures and the utilization of the district capital reserve including balances encumbered for future capital projects.
4. Monitoring community demographic information and facility usage to ensure a safe and optimal learning environment.
5. Reviewing requisite contract language for vendors, where appropriate.

6. Reviewing & monitoring district human resource needs, including vacancies & turnover, to adequately ensure proper resource planning.

7. Reviewing relevant matters related to the physical plant, transportation, cafeteria, and infrastructure.

8. Make recommendations to the full Board related to the responsibilities listed for the committee.

3. Labor Relations, Ad-hoc

The focus of the labor relations committee is to act as the statutory role of the Board in matters related to grievances and contract negotiations.

The responsibilities include:

1. Working with the superintendent and their designee(s) on matters related to negotiations, contract implementations, grievances, and interviews.

2. Make recommendations to the full Board related to the responsibilities listed for the committee.

4. School, Family, & Community Partnerships

The focus of the school, family, and community partnerships is to improve student social, emotional, and academic outcomes through reviewing and monitoring district action plans and communications targeted to district stakeholders.

Their responsibilities include:

1. Review & monitor district goals and attainment of goals related to family engagement.

2. Review district partnerships with business and community organizations.

3. Review & report on success metrics of district-level communications with stakeholders, including, but not limited to the district-preferred portal (e.g. parent square).

4. Work with the Superintendent and/or their designee to identify areas of policy & resources necessary to carry out district priorities related to family & community engagement.

5. Make recommendations to the full Board related to the responsibilities listed for the committee.

5. School Building Committees

Members of these school building committees shall be appointed according to the provisions of Ordinance Title XVIII and the duties shall be as proscribed under the ordinance.

6. Policy Committee

The purpose of the Policy Committee is to ensure that all policies and by-laws are timely, relevant, and available to stakeholders.

The responsibilities of the policy committee include:

1. Work with the superintendent and/or their designee(s) to develop, outline, review, and revise board policies.
2. Review & monitor policies and by-laws to ensure their timeliness and relevance with state and federal statute updates.
3. Ensure the accessibility of policies and by-laws to stakeholders.
4. Make recommendations to the full Board related to the responsibilities listed for the committee.

7. School Safety Committee*

The purpose of the school safety committee is to routinely provide commissioners with the requisite safety measures of the school district and review & monitor safety-related information.

*Convened in Executive Session

The responsibilities of the School Safety Community include:

1. Work with the superintendent and/or their designee(s) to review district protocols.
2. Monitor safety-related data and information.
3. Stay apprised of district-level security improvements.

Bylaw Adopted: March 10, 1993

**BRISTOL PUBLIC SCHOOLS Bylaw Revised: August 21, 1996 Bristol, Connecticut
Bylaw Revised: August 19, 1998**

Bylaw Revised: September 15, 1999

Bylaw Revised: October 6, 1999

Bylaw Revised: January 5, 2000

Bylaw Revised: April 4, 2001

Bylaw Revised: July 7, 2004

Bylaw Revised: February 3, 2016

Bylaw Revised: January 3, 2024