

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: [05/13/2026-Regular Policy Meeting](#)



BRISTOL BOARD OF EDUCATION
Bristol, Connecticut
Wednesday, May 13, 2026 – 7:00pm
Regular Policy Committee Meeting Minutes

A Bristol Board of Education Regular Policy Committee Meeting was held on Wednesday, May 13, 2026 at 7:00 P.M. in the BoE Auditorium and via the Zoom meeting platform.

Present: Commissioners: Lorianne Osenkowski, Jill Fitzsimons-Bula and Maria Simmons

Also present: Deputy Superintendent Mary Hawk, Jeffrey Telke, Supervisor of IT, Dr. Amy Martino, Director of Pupil Services, Joseph Grabowski, Chief of Talent Management

1 . Call to Order/ Pledge of Allegiance

The meeting was called to order at 7:07 P.M.

2. Approval of Minutes

2.1 Regular Policy Meeting Minutes - April 8, 2026

Commissioner Fitzsimons-Bula called for a motion to approve the April 8, 2026-Regular Policy Committee Meeting minutes. The motion was made by Lorianne Osenkowski and seconded by Maria Simmons.

The Policy Committee voted 3-0, motion passed unanimously to approve the April 8, 2026, regular meeting minutes as written.

3. Public Comment

No public comment.

4. OLD BUSINESS: Review And Possible Action On The Following Policies :

4.1 Policy 6141.328 - Instruction, Bring Your Own Device (BYOD) and Protocol for the Use of Personal Technology in the Schools

Jill Fitzsimons-Bula provided background information regarding the recommended Policy 6141.328, noting that revisions were made to the device paragraph to ensure consistency with the language used in the 5000 series policies. She explained that, in the sample provided, blue text indicated proposed revisions, while red text identified language recommended for removal. Ms. Fitzsimons-Bula also noted that the policy was last reviewed on July 1, 2015.

No questions or discussion.

Chair Jill Fitzsimons-Bula recommended moving Policy 6141.328 - Instruction, Bring Your Own Device (BYOD) and Protocol for the Use of Personal Technology in the Schools to the full board for approval with revisions as presented.

A motion was made by Lorianne Osenkowski and seconded by Maria Simmons to forward Policy 6141.328 - Instruction, Bring Your Own Device (BYOD) and Protocol for the Use of Personal Technology in the Schools to the full board for approval with revisions as proposed. Motion passed unanimously.

4.2 Policy 6141.329 - One-to-One Device Program

Jill Fitzsimons-Bula provided background information regarding the recommended Policy 6141.329, revisions were made noting that the previously uploaded document contained substantial grammatical inaccuracies resulting from a conversion error during the upload process. She explained that, in the sample provided, blue text indicated proposed revisions, while red text identified language recommended for removal.

Questions and discussion and asked for revisions to page 5 under the second bullet as the word “participation” was distorted.

Chair Jill Fitzsimons-Bula recommended moving Policy 6141.329 - One-to-One Device Program to the full board for approval with revisions and correction to page 5, the word participate.

A motion was made by Maria Simmons and seconded by Lorianne Osenkowski to forward Policy 6141.329 - One-to-One Device Program to the full board for approval with revisions as proposed. Motion passed unanimously.

4.3 Policy 5113 Attendance/Excuses/Dismissal

Jill Fitzsimons-Bula provided background information regarding the mandated Policy 5113 Attendance/Excuses/Dismissal, previously based on a CAFE model, and per the audit we needed to add or update legal references and make modifications. Therefore, the proposed revisions are based on the current CAFE model. She explained that, in the sample provided, blue text indicated proposed revisions, while red text identified language recommended for removal. Ms. Fitzsimons-Bula also noted that the policy was last reviewed on September 13, 2017.

Questions and discussion regarding mental health absence, and whether utilizing ParentSquare would provide a sufficient digital signature for documenting the reason for an absence.

Chair Jill Fitzsimons-Bula recommended moving Policy 5113 Attendance/Excuses/Dismissal to the full board for approval with revisions as presented.

A motion was made by Maria Simmons and seconded by Lorianne Osenkowski to forward Policy 5113 Attendance/Excuses/Dismissal to the full board for approval with revisions as proposed. Motion passed unanimously.

4.4 Policy 5113.2 Truancy

Jill Fitzsimons-Bula provided background information regarding the mandated Policy 5113.2 Truancy, previously based on a CABE model, and per audit we needed to add or update legal references, Review regulation to ensure compliance with updated statutes. Therefore, the proposed revisions are based on the current CABE model. She explained that, in the sample provided, blue text indicated proposed revisions, while red text identified language recommended for removal. Ms. Fitzsimons-Bula also noted that the policy was last reviewed on September 13, 2017.

No questions or discussion

Chair Jill Fitzsimons-Bula recommended moving Policy 5113.2 Truancy to the full board for approval with revisions as presented.

A motion was made by Maria Simmons and seconded by Lorianne Osenkowski to forward Policy 5113.2 Truancy to the full board for approval with revisions as proposed. Motion passed unanimously.

4.5 Policy 5114 Suspension and Expulsion/Due Process

Jill Fitzsimons-Bula provided background information regarding the mandated Policy 5114 Suspension and Expulsion/Due Process, previously based on a CABE model, and per audit we needed to add or update legal references, modify, and add or update regulation due to legislative changes. Therefore, the proposed revisions are based on the current CABE model. She explained that, in the sample provided, blue text indicated proposed revisions, while red text identified language recommended for removal. Ms. Fitzsimons-Bula also noted that the policy was last reviewed on June 5, 2019. Mary Hawk, Deputy Superintendent provided some context in regards to the updates that were made, specifically the need for Alternative Education programming, and current practices being non compliant with policy.

Questions and Discussion in regards to current practices and number of expelled students that will be impacted by the changes as was presented by Mary Hawk, Deputy Superintendent and Dr. Amy Martino, Pupil Services Director.

Chair Jill Fitzsimons-Bula recommended moving Policy 5114 Suspension and Expulsion/Due Process to the full board for approval with revisions as presented.

A motion was made by Maria Simmons and seconded by Lorianne Osenkowski to forward Policy 5114 Suspension and Expulsion/Due Process to the full board for approval with revisions as proposed. Motion passed unanimously.

4.6 Policy 0521 - Equal Opportunity - Nondiscrimination

Jill Fitzsimons-Bula provided background information regarding the mandated Policy 0521 - Equal Opportunity - Nondiscrimination, previously based on a CABE model, and Per audit we needed to add or update legal references. Therefore, the proposed revisions are based on the current CABE model. She explained that, in the sample provided, blue text indicated proposed revisions, while red text identified language recommended for removal. Ms. Fitzsimons-Bula also noted that the policy was last reviewed on December 17, 2016.

No questions or discussion

Chair Jill Fitzsimons-Bula recommended moving Policy 0521 - Equal Opportunity - Nondiscrimination to the full board for approval with revisions as presented.

A motion was made by Maria Simmons and seconded by Lorianne Osenkowski to forward Policy 0521 - Equal Opportunity - Nondiscrimination to the full board for approval with revisions as proposed. Motion passed unanimously.

5. NEW BUSINESS: Review And Possible Action On The Following Policies:

5.1 Bylaw 9321 - Time, Place, and Notice of Meeting

Jill Fitzsimons-Bula provided background information regarding the recommended Bylaw 9321 - Time, Place, and Notice of Meeting, previously based on a CABE model, and their are current updates to the Bylaw from CABE that was sent out in May in their Quarterly Policy Highlights #3. Therefore, the proposed revisions are based on the current CABE model. She explained that, in the sample provided, blue text indicated proposed revisions, while red text identified language recommended for removal. Ms. Fitzsimons-Bula also noted that the policy was last reviewed on July 7, 2024.

Question and discussion about the removal of current language of the regular Board of education meeting date and times.

Chair Jill Fitzsimons-Bula recommended moving Bylaw 9321 - Time, Place, and Notice of Meeting to the full board for approval with revisions as presented.

A motion was made by Maria Simmons and seconded by Lorianne Osenkowski to forward Bylaw 9321 - Time, Place, and Notice of Meeting to the full board for approval with revisions as proposed. Motion passed 2-1, Commissioner Osenkowski voting no.

5.2 Policy 5141.4 - Child Abuse and Neglect

Jill Fitzsimons-Bula provided background information regarding the mandated Policy 5141.4 - Child Abuse and Neglect, previously based on a CABE model, and CABE audit stated it needed modification due to PA 22-87. Also included in the quarterly policy highlight #3 that was provided by CABE with the current policy sample. Therefore, the proposed revisions are based on the current CABE model. She explained that, in the sample provided, blue text indicated proposed revisions, while red text identified language recommended for removal. Ms. Fitzsimons-Bula also noted that the policy was last reviewed on December 7, 2016.

No questions or discussion

Chair Jill Fitzsimons-Bula recommended moving Policy 5141.4 - Child Abuse and Neglect to the full board for approval with revisions as presented.

A motion was made by Maria Simmons and seconded by Lorianne Osenkowski to forward Policy 5141.4 - Child Abuse and Neglect to the full board for approval with revisions as proposed. Motion passed unanimously.

5.3 Policy 1312 - Public Complaints

Jill Fitzsimons-Bula provided background information regarding the recommended Policy 1312 - Public Complaints, previously based on a CABE model, and Per audit we needed to modify policy and update regulation. Also included in the quarterly policy highlight #3 that was provided by CABE with the current policy sample. Therefore, the proposed revisions are based on the current CABE model. She explained that, in the sample provided, blue text indicated proposed revisions, while red text identified language recommended for removal. Ms. Fitzsimons-Bula also noted that the policy was last reviewed on March 1, 2017.

No questions or discussion

Chair Jill Fitzsimons-Bula recommended moving Policy 1312 - Public Complaints to the full board for approval with revisions as presented.

A motion was made by Maria Simmons and seconded by Lorianne Osenkowski to forward Policy 1312 - Public Complaints to the full board for approval with revisions as proposed. Motion passed unanimously.

5.4 Policy 5112- Ages of Attendance/Admissions/Placement

Jill Fitzsimons-Bula provided background information regarding the mandated Policy 5112- Ages of Attendance/Admissions/Placement, previously based on CABE model, and per audit needs modification with a specific note to "Change entrance date from January to September." Therefore, the proposed revisions are based on the current CABE model. She explained that, in the sample provided, blue text indicated proposed revisions, while red text identified language

recommended for removal. Ms. Fitzsimons-Bula also noted that the policy was last reviewed on October 5, 2011.

Questions and discussion about age requirement.

Chair Jill Fitzsimons-Bula recommended moving Policy 5112- Ages of Attendance/Admissions/Placement to the full board for approval with revisions as presented.

A motion was made by Maria Simmons and seconded by Lorianne Osenkowski to forward Policy 5112- Ages of Attendance/Admissions/Placement to the full board for approval with revisions as proposed. Motion passed unanimously.

5.5 Policy 5111 - Admission

Jill Fitzsimons-Bula provided background information regarding the mandated Policy 5111 - Admission, as it is now encompassed in Policy 5112 therefore no longer needing Policy 5111 per CABE.

No questions or discussion

Chair Jill Fitzsimons-Bula recommended moving Policy 5111 - Admission to the full board to be rescinded.

A motion was made by Maria Simmons and seconded by Lorianne Osenkowski to forward . Motion passed unanimously.

5.6 Policy 6159 - Individualized Education Program (IEP's)

Jill Fitzsimons-Bula provided background information regarding the mandated Policy 6159 - Individualized Education Program (IEP's), per CABE mandated as of July 1, 2025. Dr. Amy Martino provided input on the proposed language as it is based on a CABE model policy.

No questions or discussion

Chair Jill Fitzsimons-Bula recommended moving Policy 6159 - Individualized Education Program (IEP's) to the full board for approval for adoption as presented.

A motion was made by Lorianne Osenkowski and seconded by Maria Simmons to forward Policy 6159 - Individualized Education Program (IEP's) to the full board for approval for adoption.. Motion passed unanimously.

5.7 Policy 6171- Special Education Program and Evaluation

Jill Fitzsimons-Bula provided background information regarding the mandated Policy 6159 - Individualized Education Program (IEP's), per CABE mandated as of July 1, 2025. Dr. Amy

Martino provided input on the proposed language specification; the most recent change was the use of specific learning disabilities. Jill Fitzsimons-Bula provided it is based on a CABE model policy.

No questions or discussion

Chair Jill Fitzsimons-Bula recommended moving Policy 6171- Special Education Program and Evaluation to the full board for approval for adoption as presented.

A motion was made by Maria Simmons and seconded by Lorianne Osenkowski to forward Policy 6171- Special Education Program and Evaluation to the full board for approval for adoption. Motion passed unanimously.

6.Adjournment

With no other business, Commissioner Fitzsimons- Bula motioned to adjourn the Regular Policy Committee Meeting. A motion was made by Maria Simmons and seconded by Lorianne Osenkowski. ***Meeting adjourned at 8:08 P.M.***

Respectfully Submitted,



Recording Secretary
Bristol Board of Education