

**BRISTOL WARREN REGIONAL SCHOOL COMMITTEE  
POLICY SUBCOMMITTEE MEETING  
MINUTES  
February 6, 2023**

A meeting of the Bristol Warren Regional School Policy Subcommittee was held in the First Floor Conference Room of the Reynolds Building on Monday, February 6, 2023. Subcommittee Chairperson Carly Reich called the meeting to order at approximately 6:05 p.m.

**Present:** Subcommittee: Carly Reich, Chairperson, Kyle Jackson, and Sarah Bullard  
**School Committee Members and Administration:** Jessica Almeida, Tara Thibaudeau; Ana C. Riley, Superintendent; Diane Sanna, Ph.D., Assistant Superintendent

**I. DISCUSSION AND/OR POSSIBLE ACTION**

**A. 2023 Policy Subcommittee Meeting Schedule**

Chairperson Reich provided the Subcommittee with the 2023 Meeting Schedule.

**B. Policy KH - Public Gifts to the Schools**

MOTION: Ms. Bullard made a motion to approve a set dollar amount of \$1,500 be added to Policy KH, along with the phrase, “are not in conflict with the District’s Mission and Vision” and to forward the revisions to the full School Committee for a first reading; seconded by Mr. Jackson. The motion was approved unanimously.

**C. Policy IFD - Curriculum Adoption - recommend removal**

MOTION: Ms Bullard made a motion to recommend the removal of Policy IFD to the full School Committee; seconded by Mr. Jackson. The motion was approved unanimously.

**D. Proposed New Policy DKC - Travel Expense Authorization Reimbursement Policy**

MOTION: Ms. Bullard made a motion to approve the proposed new Policy DKC Travel Expense Authorization Reimbursement and to recommend it to the full School Committee for a first reading; seconded by Mr. Jackson. The motion was approved unanimously.

**E. Proposed New Policy ADD - Safe Gun Storage**

No action was taken.

**F. Policy CB School Superintendent- recommend updating to include the following policies:**

MOTION: Ms. Bullard made a motion to approve the Superintendent’s recommendation to consolidate Policy CB with appropriate contents of Policies CBA, CBC, CBG, and CBH, and to forward the revised Policy CB to the full School Committee with a recommendation to approve, for a first reading; seconded by Mr. Jackson. The motion was approved unanimously.

**1. Policy CBA Qualifications and Duties of the Superintendent - recommend removal**

MOTION: Ms Bullard made a motion to recommend the removal of Policy CBA to the full School Committee; seconded by Mr. Jackson. The motion was approved unanimously.

2. Policy CBC Superintendent's Contract/Compensation and Benefits recommend removal

MOTION: Ms Bullard made a motion to recommend the removal of Policy CBC to the full School Committee; seconded by Mr. Jackson. The motion was approved unanimously.

3. Policy CBG (AFB) Evaluation of the Superintendent - recommend removal

MOTION: Ms Bullard made a motion to recommend the removal of Policy CBG (AFB) to the full School Committee; seconded by Mr. Jackson. The motion was approved unanimously.

4. Policy CBH Superintendent's Termination of Employment - recommend removal

MOTION: Ms Bullard made a motion to recommend the removal of Policy CBH to the full School Committee; seconded by Mr. Jackson. The motion was approved unanimously.

- G. Policy CBG-E (AFB-E) Superintendent's Evaluation Rubric- recommend recoding to CB-E

No action was taken because Exhibits can be removed at the Superintendent's discretion and without a School Committee vote.

- H. Policy CBG-E (AFB-E) Superintendent Evaluation Timeline- recommend recoding to CB-E

No action was taken because Exhibits can be removed at the Superintendent's discretion and without a School Committee vote.

- I. Policy DBK Budget Transfer Authority

MOTION: Ms. Bullard made a motion to insert the phrase "of more than \$5,000" to Policy DBK, to re-code it to Policy DBJ, and to forward the revisions to the Budget Subcommittee for their review; seconded by Mr. Jackson. The motion was approved unanimously.

- J. Policy DLA Payday Schedules - recommend review and reaffirmation

MOTION: Ms. Bullard made a motion to change the title of Policy DLA to Payroll Schedules, to re-code it to Policy DKA, and to forward the revised Policy to the full School Committee with a recommendation to approve for a first reading; seconded by Mr. Jackson. The motion was approved unanimously.

- K. Policy DIA Audits - recommend review and reaffirmation

MOTION: Ms. Bullard made a motion to forward Policy DIA to the full School Committee to review and reaffirm; seconded by Mr. Jackson. The motion was approved unanimously.

- L. Policy DI Fiscal Accounting and Reporting - recommend review and reaffirmation

MOTION: Ms. Bullard made a motion to forward Policy DI to the full School Committee to review and reaffirm; seconded by Mr. Jackson. The motion was approved unanimously.

**M.** Policy DBJ Budget Implementation - recommend review and reaffirmation

MOTION: Ms. Bullard made a motion to forward Policy DBJ to the full School Committee to review and reaffirm; seconded by Mr. Jackson. The motion was approved unanimously.

**N.** Policy DBH Budget Adoption Procedures - recommend review and reaffirmation

MOTION: Ms. Bullard made a motion to recode Policy DBH to Policy DBG and to forward it to the full School Committee with the recommendation to review and approve the new code; seconded by Mr. Jackson. The motion was approved unanimously.

**O.** Policy DBG Budget Hearings and Reviews - recommend review and reaffirmation

MOTION: Ms. Bullard made a motion to recode Policy DBG to Policy DBF and to forward it to the full School Committee with the recommendation to review and approve the new code; seconded by Mr. Jackson. The motion was approved unanimously.

**III. Adjournment** Chairperson Reich adjourned the meeting at 6:56 pm.

Carly Reich, Chair  
Policy & Curriculum Subcommittee of the  
Bristol Warren Regional School Committee

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