

**Suffield Board of Education  
Policy Subcommittee Meeting Minutes  
Friday, December 13, 2024  
8:30 a.m.  
Central Office Conference Room**

**Attendees:** Brian Fry, James Mol (via Zoom), Maureen Sattan, Gregory Sparzo (entered at 8:52 a.m.) , Director of Facilities Larry Plano, and Superintendent Matthew Dunbar

**Absent:** Josh Barrows

- I. **Call to Order** - Board member Fry called the meeting to order at 8:42 a.m.
- II. **Policies for Review and Discussion**
  - A. Policy/Regulation #1330 Use of School Facilities  
Use of facilities was discussed. Policy will be moved to Board of Education first read.
  - B. Bylaw #9311 Formulation, Adoption, Amendment and Suspension of Policies, Bylaws and Regulations  
Methods of operation of Bylaw #9311 were discussed. Bylaw will be moved to Board of Education first read.
  - C. Policy #6141.3272 Generative AI (Artificial Intelligence)  
Generative AI policy was discussed. Will continue conversation and draft policy at the next Policy Subcommittee meeting.
- III. **Adjournment** - The subcommittee meeting adjourned at 10:13 a.m.