

Barre Unified Union School District

120 Ayers Street, Barre, VT 05641 • www.buUSD.org • Phone: 802-476-5011 • Fax: 802-476-4944 or 802-477-1132

Barre City Elementary & Middle School • Barre Town Middle & Elementary School • Spaulding High School • Central Vermont Career Center

Doing whatever it takes to ensure success for every child.

David Wells, M.Ed. - Superintendent of Schools

Mary Ellen Simmons, Ed.D. – Asst. Superintendent of Instruction

Stacy Anderson, M.Ed. - Director of Special Services

Lauren May, M.Ed. – Director of Early Education

Josh Allen – Communications Specialist

Lisa Perreault, SFO - Business Manager

Carol Marold – Director of Human Resources

Emmanuel Ajanma, MAT – Director of Technology

Jamie Evans – Director of Facilities

Annette Rhoades, M.Ed., CAGS – Asst. Director of Special Services

Jon Strazza, MS.Ed. – Asst. Director of Special Services

Rebecca Webb, M.Ed. – Act 166 Regional Coordinator

MEMORANDUM

TO: Barre Unified Union School District Policy Committee

Chris Parker, Tim Boltin, Abby Smith

DATE: March 12, 2021

RE: BUUSD Policy Committee Meeting

March 15, 2021 @ 5:30 p.m. via Google Meet

Meeting Link: meet.google.com/grx-dgpq-bny

Phone: (US)+1 636-400-3160 PIN: 983 732 025#

Please Note: If you attend the meeting remotely you must state your name for the record to satisfy the Open Meeting Law.

AGENDA

1. Call to Order
2. Organize (Chair; Vice Chair)
3. Additions/Changes to Agenda
4. Public Comment
5. Approval of Minutes
 - 5.1. Meeting Minutes of February 15, 2021
6. New Business
 - 6.1. BUUSD Policy Index Review
 - 6.2. Priority Version of Policy Index - Feedback other Schools (Luke)
 - 6.3. VSBA Policy Index Review
 - 6.4. Policies to Discuss
 - 6.4.1. Security Cameras (Recommended) (F26) - Compare with Video Surveillance (F41) (BUUSD Policy - not directly aligned with VSBA Policy F26)
 - 6.4.2. Student Activities - Elementary (Recommended) (C22)
 - 6.4.3. Student Clubs and Activities - Secondary School (Recommended) (C23)
7. Old Business
 - 7.1. Public Complaints About Personnel (B22) (Recommended)

8. Other Business
9. Items for Future Agenda: D30 Field Trips (Spring 2021); C29 District Equity Policy (Fall 2021); C26 Tuition Payment (under review by VSBA)
10. Next Meeting Date: April 19, 2021, 5:30 pm via Google Meet
11. Adjournment

BOARD/COMMITTEE MEETING NORMS

- Keep the best interest of the school and children in mind, while balancing the needs of the taxpayers
- Make decisions based on clear information
- Honor the board's decisions
- Keep meetings short and on time
- Stick to the agenda
- Keep remarks short and to the point
- Everyone gets a chance to talk before people take a second turn
- Respect others and their ideas

DRAFT

BARRE UNIFIED UNION SCHOOL DISTRICT POLICY COMMITTEE MEETING Via Video Conference – Google Meet February 15, 2021 – 5:30 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Giuliano Cecchinelli, Chair - (BC)
J. Guy Isabelle, Vice-Chair - (At-Large) – joined at 5:39 p.m.
Jon Valsangiacomo – (BT Community Member)

COMMITTEE MEMBERS ABSENT:

Emel Cambel (BC)
Andrew McMichael (BC Community Member)

ADMINISTRATORS AND STAFF PRESENT:

David Wells, Superintendent
Luke Aither, SHS Assistant Principal
Jamie Evans, Facilities Director – left at 6:22 p.m.
Scott Griggs, CVCC Assistant Director
Pierre Laflamme, BCEMS Assistant Principal

GUESTS:

1. Call to Order

The Chair, Mr. Cecchinelli, called the Monday, February 15, 2021, meeting to order at 5:32 p.m., which was held at the Barre Supervisory Union Central Office in the First Floor Conference Area.

2. Additions and/or Deletions to the Agenda

None.

3. Public Comment

None.

4. Approval of Minutes

4.1 Approval of Minutes – January 18, 2021 Policy Committee Meeting

The Committee agreed by consensus to approve the Minutes of the January 18, 2021 Policy Committee Meeting.

5. New Business

5.1BUUSD Policy Manual Index Review

A copy of the BUUSD Policy Manual Index dated 02/09/2021 was distributed.

Mr. Aither has reviewed the Policy Index and has created a personal copy which he has edited to include a column for prioritization. Mr. Aither shared (on screen), his copy of the Index, advising of his prioritization of policies to review and procedures to be written. Mr. Aither advised that the vast majority of policies have procedures, but those procedures are not documented in written format. Procedures that are written are not in a consistent format. It was noted that column G indicates the date a policy was last reviewed by the Committee. Not all policies have been adopted by the BUUSD. In response to a query, Mr. Aither advised that the prioritization was not a collaborative effort, though he tried to prioritize looking at the policies through the 'lens of all'. Mr. Aither will provide Mrs. Gilbert with a copy of the Index and she will distribute it (with a notation that prioritization is based on Mr. Aither's review, but needs to be finalized after additional input). Mr. Wells queried regarding a timeframe for completion of prioritization. The list will be reviewed by all interested parties (SHS, CVCC, BCEMS, and BTMES) and an agreed upon prioritization list will be presented at the 03/15/21 meeting.

5.2 VSBA Policy Index Review

A document titled 'VSBA Website Policies Reviewed – 02/09/2021' was distributed.

No discussion.

DRAFT

5.3 Policies to discuss

5.3.1 Public Complaints About Personnel – B22 (Recommended Policy)

A copy of the policy was distributed. Previous minutes indicate that there were a significant number of changes to be made and that Mr. Aither would submit a copy of an amended draft for review by the Policy Committee. The draft presented this evening does not indicate changes (strike-outs for deletion / underlining of new wording). Mr. Wells advised that the policy contained in the packet appears to be the same policy that was presented last month. Brief discussion was held regarding current practices, including enforcing that the chain of command be followed. Mr. Isabelle noted that it is rare for decisions to be appealed to the Board. Mr. Aither believes changes to the draft were to include references to other policies that need to be followed dependent on circumstances of the complaint. Mr. Valsangiacomo advised that additional proposed changes involved the wording defining the chain of command and having continuity of wording throughout the policy.

The Committee agreed by consensus that Mr. Wells will advise Mrs. Gilbert to make the agreed upon changes, indicate changes in the standard format, and add a First Reading of the policy (B22) to the next Board Meeting Agenda.

5.3.2 Community Use of School Facilities – E20 (Recommended Policy)

A copy of the policy was distributed. Mr. Evans offered to assist with the policy and queried regarding what the Committee would like to accomplish relating to this policy. Mr. Cecchinelli believes work involves the applications and fee schedules, rather than the policy. Mr. Isabelle clarified that the Barre Town recreation fields are now owned by the Town of Barre and are not 'rented' by the school. It was noted that VSBA revised this policy on 12/21/20 and that may be the reason it is being presented this evening. Mr. Aither advised that footnotes, legal references, and cross references have been removed from the BUUSD version of this policy. Changes to applications and fee schedules, falls more under the realm of the Facilities Committee than the Policy Committee. Mr. Wells would like input relating to Board/Committee input regarding charging fees. Mr. Evans advised regarding fees for specified 'groups' listed on the Building Rental Rates form, and provided additional information relating to when custodial staff are required to be present. Some rentals occur when custodial staff are normally in the building (evenings), but some rentals occur when custodial staff are not normally present (weekends). The AFSCME contract states that whenever the buildings are occupied, custodial coverage is required. It was noted that there are inconsistencies relating to when fees are charged. Mr. Evans clarified that fees cover the cost of building occupation and cleaning etc., but that the District does not make any profit from the rental fees.

In accordance with the policy, Mr. Wells will meet with Administrative Teams to develop a uniform and consistent Fee Schedule and Rental Application form.

The Committee agreed to report to the Board that footnotes and legal references have been removed from the policy and that the Superintendent will be revising the Rental Application and Fee Schedule.

5.4 Use of Facilities Rate Comparison/Applications

A document titled BUUSD Rental Fee Comparison Chart was distributed.

Use of Facilities Applications for SHS, BTMES and BCEMS were distributed.

As discussed under Agenda Item 5.3.2, Mr. Wells will discuss fees and rental applications with administrators.

6. Old Business

Policy B20 – Personnel Recruitment, Selection, Appointment and Background Checks - Mr. Cecchinelli advised that the Board recently adopted this policy. Mrs. Spaulding had contacted VSBA regarding questions she had relating to policy changes made on the BUUSD version of the policy. VSBA advised that if the BUUSD made changes to the Model Policy, the BUUSD should have legal counsel review the changes.

Mr. Wells will have the policy reviewed by legal counsel, and will report back to the Board.

7. Other Business

Mr. Aither queried regarding the process of policy review and adoption, noting that many times the Committee has reviewed and recommended policies for adoption, and when presented to the Board, policies are sent back to Committee. Mr. Aither would like procedures that work more efficiently and would prefer that all questions be addressed during Committee discussion. Mr. Wells advised that this may be addressed during re-organization. It was noted that non-committee Board Members may attend committee meetings. Mr. Wells believes the Policy Committee should be comprised of seasoned Board Members.

8. Future Agenda Items

- F26 – Security Cameras – Recommended Policy (March 2021)
- F41 – Video Surveillance Policy (BUUSD policy – not directly aligned with VSBA Policy F26) (March 2021)
- C26 – Tuition Payment – Recommended Policy
- C22 – Student Activities – Elementary – Recommended Policy
- C23 – Student Clubs and Activities - Secondary School – Recommended Policy

DRAFT

- D30 – Field Trips (Spring 2021)
- C29 – District Equity Policy (Fall 2021 – though it may be available earlier)

Mr. Aither will contact VSBA regarding background on policy C26.

Mr. Cecchinelli was thanked for his service to the District, which includes both Board and Committee work.

9. Next Meeting Date

The next meeting is Monday, March 15, 2021 at 5:30 p.m. via video conference.

10. Adjournment

The Committee agreed by consensus to adjourn at 6:41 p.m.

Respectfully submitted,

Andrea Poulin

	3/11/2021			BARRE UNIFIED UNION SCHOOL DISTRICT POLICY MANUAL INDEX					
65	Adopted Policies								
Color Code Key:	To Committee	To Board - 1st Read	To Board - 2nd Read						
SECTION	BUUSD CODE	LAST VSBA MP UPDATE	CHECKED WITH VSBA UPDATE...	TITLE	VSBA REQUIRE/RECOMMEND/CONSIDER	BUUSD 1st READ DATE	BUUSD APPROVAL DATE	COMMENTS/ACTION	BSU CODE
A	BOARD OPERATIONS								
	A1	10/11/2019	5/18/2020	Board Member Conflict of Interest	Required	5/9/2019	6/13/2019		B3
	A20	3/3/2020	5/18/2020	Board Meetings, Agenda Preparation & Distribution	Recommend	9/12/2019	10/10/2019		
	A21	3/3/2020	5/18/2020	Public Participation at Board Meetings	Recommend	9/12/2019	10/10/2019		
	A22	8/30/2020	11/12/2020	Non-Discrimination	Recommend	12/17/2020	1/14/2021		C6
	A23	3/3/2020	5/18/2020	Community Engagement and Vision	Recommend	9/12/2019	10/10/2019		
	A24	3/3/2020	5/18/2020	Board/Superintendent Relationship	Recommend	9/12/2019	10/10/2019		
	A25	8/5/2020	9/22/2020	Delegation of Authority During State of Emergency Due to COVID-19 Pandemic	Recommend	10/8/2020	10/22/2020		
	A30	9/18/2013	9/12/2019	Role and Adoption of School Board Policies	Consider	5/9/2019	6/13/2019		A1
	A31	3/25/2009	9/12/2019	Board Member Education	Consider	9/12/2019	10/10/2019		
	A32	3/26/2009	9/12/2019	Board Goal-Setting & Evaluation	Consider	9/12/2019	10/10/2019		
	A33	3/25/2009	9/12/2019	School Visits By Board Members	Consider	9/12/2019	10/10/2019		
	A34	3/25/2009	9/12/2019	Board Relationships With School Personnel	Consider	9/12/2019	10/10/2019		
Adopted	11								
B	PERSONNEL								
	B1	10/11/2019	12/10/2020	Substitute Teachers	Required	1/28/2021	2/11/2021		D6
	B2	10/11/2019	5/18/2020	Volunteers and Work Study Students	Required	5/9/2019	6/13/2019		D7
	B3	3/3/2020	6/2/2020	Alcohol & Drug-Free Workplace	Required	5/9/2019	6/13/2019	BUUSD version has an "Employer Responsibility" section that VSBA MP doesn't	D8
	B4	10/11/2019	6/2/2020	Drug & Alcohol Testing: Transportation Employees	Required	5/9/2019	6/13/2019		D11
	B5	10/20/2020	11/12/2020	Prevention of Employee Harassment	Required	12/17/2020	1/14/2021		D12
	B6	10/1/2019	Removed	Health Insurance Portability and Accountability Act Compliance	Required	-	-	This policy was deleted in October 2019. The VSBA reasoning for deletion of the policy is that the policy is covered under statute.	
	B7	10/11/2019	6/2/2020	Tobacco Prohibition	Required	5/9/2019	6/13/2019	BUUSD version has some add'l language which can be considered for deletion	E8
	B8	6/25/2020	11/12/2020	Electronic Communications between Employees and Students	Required	1/14/2021	1/28/2021		B40
	B20	3/3/2020	12/10/2020	Personnel Recuitment, Selection, Appointment, & Background Check	Recommend	1/28/2021	2/11/2021	2/11/21 Adopted - Mr. Wells needs to have it reviewed by Legal Counsel & report back to Board for March meeting.	
	B21	3/3/2020	5/18/2020	Professional Development	Recommend	5/9/2019	6/13/2019	BUUSD version is more current than VSBA version, but still references Action Plan	D2
	B22	3/3/20	3/11/2021	Complaints About Personnel	Recommend	2/25/2021		VSBA New - To Committee 01/18; Bd 1st Read 2/25; return to Cmt. 3/15	
	B30	3/29/09	12/10/2020	Staffing and Job Descriptions	Consider	Not Adopting	Not Adopting	Committe and Board Opted to Not Consider	
	B31	3/29/09	12/10/2020	Educator Supervision & Evaluation: Probationary Teachers	Consider	Not Adopting	Not Adopting	Committe and Board Opted to Not Consider	
	B32	3/29/09	12/10/2020	Personnel Files	Consider	Not Adopting	Not Adopting	Committe and Board Opted to Not Consider	
	B33	3/39/09	12/10/2020	Resignations	Consider	Not Adopting	Not Adopting	Committe and Board Opted to Not Consider	
	B40	N/A	N/A	Social/Digital/Online Communications for Staff	Does Not Exist			VSBA is working on a model policy for Electronic Communications Between Employees and Students. When this is issued we will review/adopt it and determine if we need an additional policy for other aspects of online communications.	D14
Adopted	6							B6 removed by VSBA; B20, B22, B30, B31, B32, B33 in VSBA MPM but not adopted by BUUSD	

	3/11/2021			BARRE UNIFIED UNION SCHOOL DISTRICT POLICY MANUAL INDEX					
65	Adopted Policies								
Color Code Key:	To Committee	To Board - 1st Read	To Board - 2nd Read						
SECTION	BUUSD CODE	LAST VSBA MP UPDATE	CHECKED WITH VSBA UPDATE...	TITLE	VSBA REQUIRE/RECOMMEND/CONSIDER	BUUSD 1st READ DATE	BUUSD APPROVAL DATE	COMMENTS/ACTION	BSU CODE
C				STUDENTS					
	C1	10/11/2019	6/2/2020	Student Records	Required	5/9/2019	6/13/2019		F5
	C2	12/3/2015	5/18/2020	Student Drugs & Alcohol	Required	5/9/2019	6/13/2019		F7
	C3	10/11/2019	6/2/2020	Transportation	Required	5/9/2019	6/13/2019	BUUSD version differentiates for no transportation at SHS	F9
	C4	12/9/2020	12/10/2020	English Learners	Required	1/14/2021	1/28/2021		F19
	C5	12/9/2020	12/11/2020	Firearms	Required	1/14/2021	1/28/2021		F21
	C6	10/11/2019	5/18/2020	Participation of Home Study Students	Required	5/9/2019	6/13/2019		F23
	C7	10/11/2019	6/2/2020	Student Attendance	Required	5/9/2019	6/13/2019		F25
	C8	10/11/2019	6/2/2020	Pupil Privacy Rights	Required	5/9/2019	6/13/2019	VSBA MP has additional language which should be included in #8	F27
	C9	10/11/2019	6/2/2020	Nutrition And Wellness	Required	4/23/2020	5/14/2020	BUUSD version differs from VSBA MP based on recommendation of SHAC	F28
	C10	12/2/2015	5/18/2020	Policy on the Prevention of Hazing, Harassment and Bullying of Students	Required	5/9/2019	6/13/2019		F20
	C10-P	12/2/2015	5/18/2020	Model Procedures on the Prevention of Hazing, Harassment and Bullying of Students	Required	5/9/2019	6/13/2019		F20-1
	C11	3/29/2018	5/18/2020	Student Freedom of Expression in School-Sponsored Media	Required	5/9/2019	6/13/2019		F34
	C12	9/1/2020	11/12/2020	Prevention of Sexual Harassment As Prohibited by Title IX	Required	1/14/2021	1/28/2021		C-10; C10P
	C13	10/16/2020	11/12/2020	Homeless Students	Required	12/17/2020	1/14/2021		
	C20	3/3/2020	6/2/2020	Student Conduct and Discipline	Recommend	5/9/2019	6/13/2019		F1
	C21	8/30/2020	11/2/2020	Search and Seizure of Students by School Personnel	Recommend	11/12/2020	12/3/2020		F4
	C22	3/25/2009	3/11/2021	Student Activities (Elementary)	Recommend			To Cmt 3/15/21, not current BUUSD Policy	
	C23	11/28/2007	3/11/2021	Student Clubs & Activities	Recommend	5/9/2019	6/13/2019	To Cmt 3/15/21	F33
	C24	9/18/2013	5/18/2020	Interscholastic Sports	Recommend	5/9/2019	6/13/2019		F12
	C25	3/3/2020	6/2/2020	Admission of Non-Resident Tuition Students	Recommend	5/9/2019	6/13/2019		F14
Future	C26	9/18/2013	3/1/2021	Tuition Payment	Recommend			Under Review by VSBA - No Policy available yet.	
	C27	9/18/2013	5/18/2020	Student Self-Expression and Student Distribution of Literature	Recommend	5/9/2019	6/13/2019		F29
	C28	3/3/2020	12/10/2020	TRANSGENDER AND GENDER NONCONFORMING STUDENTS	Recommend	1/28/2021	2/11/2021		
Fall 2021	C29	7/21/2020	9/22/2020	District Equity Policy	Recommend	10/8/2020		Board Return to Committee - Review; Committee 1/18; Tabled to Fall in Future	
	C30	6/30/2008	5/18/2020	Student Medication	Consider	5/9/2019	6/13/2019		F6
	C31	2/10/2016	5/18/2020	Admission of Resident Students	Consider	5/9/2019	6/13/2019		F13
	C32	2/10/2016	5/18/2020	Eighteen Year-Old Students	Consider	5/9/2019	6/13/2019		F18
	C33	2/10/2016	5/18/2020	Student Assessment	Consider	5/9/2019	6/13/2019		F22
	C34	3/3/2020	6/2/2020	Restraint and Seclusion	Consider	5/9/2019	6/13/2019		C23
	C40	N/A	N/A	Entrance Age for Admission to Kindergarten	Does Not Exist	5/9/2019	6/13/2019		F35
	C41	N/A	N/A	Intra-District School Transfer	Does Not Exist	4/23/2020	5/14/2020		F36
	C42	N/A	N/A	Searches, Seizures, and Interrogation of students by Law Enforcement or other Non-School Personnel	Does Not Exist	5/9/2019	6/13/2019		F11
	C43	N/A	N/A	STI and Pregnancy Prevention Policy	Does Not Exist	5/9/2019	6/13/2019		F31

	3/11/2021			BARRE UNIFIED UNION SCHOOL DISTRICT POLICY MANUAL INDEX					
65	Adopted Policies								
Color Code Key:	To Committee	To Board - 1st Read	To Board - 2nd Read						
SECTION	BUUSD CODE	LAST VSBA MP UPDATE	CHECKED WITH VSBA UPDATE...	TITLE	VSBA REQUIRE/RECOMMEND/CONSIDER	BUUSD 1st READ DATE	BUUSD APPROVAL DATE	COMMENTS/ACTION	BSU CODE
Adopted	25							C22 is elementary only; C28 in VSBA MPM but not adopted by BUUSD	
D				INSTRUCTION					
	D1	3/3/2020	6/2/2020	Proficiency Based Learning	Required	5/9/2019	6/13/2019	BUUSD version differs from VSBA MP based on recommendation of admin	G20
	D2	10/1/2019	Removed	Grade Advancement, Promotion, Acceleration, and Retention of Students	Required	-	-	Deleted in October 2019. This policy, which used to be required by statute, is no longer applicable because of Proficiency Based Grading/Graduation Requirements.	
	D3	8/1/2019		Acceptable Use of Electronic Resources & the Internet	Required	5/9/2019	6/13/2019	Review when VSBA Model Policy on Electronic Communications is issued	G11
	D4	12/3/2015		Title I Comparability	Required	5/9/2019	6/13/2019	Awaiting VSBA Revision	G12
	D5	10/11/2019	6/2/2020	Animal Dissection	Required	5/9/2019	6/13/2019		G13
	D6	10/11/2019	5/18/2020	Class Size	Required	4/23/2020	5/14/2020		G14
	D20	9/18/2013	5/18/2020	Curriculum Development and Coordination	Recommend	5/9/2019	6/13/2019		G1
	D21	9/18/2013		Educational Support System	Recommend	5/9/2019	6/13/2019	Awaiting VSBA Revision	G7
	D22	8/5/2020	9/22/2020	Modes of Instruction During State of Emergency Due To COVID-19 Pandemic	Recommend	10/8/2020	10/22/2020		
Spring 2021	D30	July 2020	6/2/2020	Field Trips	Consider	4/23/2020	5/14/2020	Removed by VSBA - Cmt. Review 11/16/2020 - Committee will discuss in the spring 2021. (BUUSD version differs from VSBA MP based on recommendation of admin)	G3
	D31	not indicated	6/2/2020	Selecting Library Materials	Consider	5/9/2019	6/13/2019		G4
	D32	not indicated	6/2/2020	Selection of Instructional Materials and Sensitive Issues	Consider	5/9/2019	6/13/2019	VSBA MP does not include Sensitive Issues section, consider revising BUUSD	G5
	D40	N/A	N/A	Special Education	Does Not Exist	5/9/2019	6/13/2019		G15
Adopted	12							D2 removed by VSBA, D33 is outdated	
E				SCHOOL-COMMUNITY RELATIONS					
	E1	12/3/2015		Title I, Part A Parental Involvement	Required	5/9/2019	6/13/2019	Awaiting VSBA Revision	H7
	E20	12/21/2020	1/12/2021	Community Use of School Facilities	Recommend	5/9/2019	6/13/2019	Cmt 2/15/21 - No changes; website updated w/o Legal Notices/Footnotes. Mr. Wells meet w/Admin team to develop uniform and consistent fee schedule and rental application form.	H3
	E30	not indicated	6/2/2020	School-Community Relations	Consider	5/9/2019	6/13/2019		H30
	E31	7/2020		Parental Involvement	Removed	none	none	VSBA Removed 7/2020 - BUUSD never adopted.	
Adopted	3							E21, E31, E32 in VSBA MPM but not adopted by BUUSD	
F				NON-INSTRUCTIONAL OPERATIONS					
	F1	3/20/2019	5/18/2020	Travel Reimbursement Policy	Consider	5/9/2019	6/13/2019		E11
	F20	3/25/2009	5/18/2020	Fiscal Management & General Financial Accountability	Recommend	5/9/2019	6/13/2019		E1
	F22	9/17/2020	11/12/2020	Electronic Communications Use and Retention	Recommend	1/28/2021	2/11/2021		
	F23	11/3/2016	5/18/2020	Capitalization of Assetts	Recommend	9/12/2019	10/10/2019		E23
	F24	11/6/2016	5/18/2020	Prevention of Conflict of Interest in Procurement	Recommend	5/9/2019	6/13/2019		E24
	F30	3/25/2009	5/18/2020	Budgeting	Consider	5/9/2019	6/13/2019		E2
	F31	7/1/2020		Emergency Closings	Removed	None	None	VSBA Removed 7/2020 - Never adopted by BSU	
	F33	3/25/2009	5/18/2020	HIV Policy	Consider	5/9/2019	6/13/2019		F32
	F40	N/A	N/A	Scholarship Awards Policy	Does Not Exist	5/9/2019	6/13/2019		E31

	3/11/2021			BARRE UNIFIED UNION SCHOOL DISTRICT POLICY MANUAL INDEX					
65	Adopted Policies								
Color Code Key:	To Committee	To Board - 1st Read	To Board - 2nd Read						
SECTION	BUUSD CODE	LAST VSBA MP UPDATE	CHECKED WITH VSBA UPDATE...	TITLE	VSBA REQUIRE/RECOMMEND/CONSIDER	BUUSD 1st READ DATE	BUUSD APPROVAL DATE	COMMENTS/ACTION	BSU CODE
	F26	10/24/19	3/11/2021	Security Cameras	Recommend			To Cmt 3/15 BUUSD doesn't have F26 - Compare to BUUSD Policy F41 - Video Surveillance Policy	
	F41	F26	3/11/2021	Video Surveillance Policy	F26	5/9/2019	6/13/2019		E32
Adopted	8							F21, F22, F25, F26, F31, F33 in VSBA MPM but not adopted by BUUSD	

Current VSBA Work – BUUSD Status – Updated 3/11/2021

	<u>NEW Policies (VSBA)</u>	STATUS
C13	Homeless Students [10/16/20]	(BUUSD Board Adopted – 01/14)
C12	Prevention of Sexual Harassment As Prohibited by Title IX [9/1/20]	(BUUSD Board Adopted – 01/28)
A25	Delegation of Authority During State of Emergency Due to COVID-19 Pandemic [8/5/20]	(BUUSD Board Adopted 10/22/20)
D22	Modes of Instruction During State of Emergency Due to COVID-19 Pandemic [8/5/20]	(BUUSD Board Adopted 10/22/20)
C29	District Equity Policy [7/21/20]	(Committee Fall 2021)
B8	Electronic Communication between Employees & Students [6/25/20]	(BUUSD Board Adopted – 01/28)
	<u>Policies Recently Changed</u>	
E20	Community Use of School Facilities [12/21/2020]	No Change - Updated Website copy Removed Legal
C4	English Learners (Was - Limited English Proficiency Students) [12/9/20]	(BUUSD Board Adopted – 01/28)
C5	Firearms [12/9/20]	(BUUSD Board Adopted – 01/28)
B5	Employee Unlawful Harassment [10/20/20]	(BUUSD Board Adopted – 01/14)
F22	Electronic Communications Use & Retention [9/17/20]	(BUUSD Board Adopted 2/11/21)
A22	Notice of Non-Discrimination [8/30/20]	(BUUSD Board Adopted – 01/14)
C21	Search and Seizure of Students by School Personnel [8/30/20]	(BUUSD Board Adopted 12/3/20)
	<u>Policies REMOVED recently</u>	
D30	Field Trips [July, 2020]	(Committee Spring 2021)
E31	Parental Involvement [July, 2020]	(Never adopted by BSU)
F31	Emergency Closings [July, 2020]	(Never adopted by BSU)

Miscellaneous Policies Discussed....

- B22 – Public Complaints About Personnel (Recommended) (To Bd 1st read 2/25/21 – Returned to Cmt 3/15/21 – significant changes??)
- C26 – Tuition Payment (Recommended) (Under Review by VSBA – No version available yet – Future Item)

		2/11/2021								
		85								
SECTION	BUUSD CODE	TITLE	VSBA REQUIRE/ RECOMMEND/ CONSIDER	LAST VSBA UPDATE	BUUSD APPROVAL DATE	POLICY COMMITTEE REVIEW DATE	PRIORITY	PROCEDURE PRIORITY	COMMENTS/ACTION	TITLE
		Searches, Seizures, and Interrogation of students by Law Enforcement or other Non-School Personnel	Does Not Exist	N/A	6/13/2019		High	High	Review, mostly procedure, no model policy	Searches, Seizures, and Interrogation of students by Law Enforcement or other Non-School Personnel
	C42	STI and Pregnancy Prevention Policy	Does Not Exist	N/A	6/13/2019		Low	High	Formatting	STI and Pregnancy Prevention Policy
		32								
D	INSTRUCTION									INSTRUCTION
	D1	Proficiency Based Learning	Required	3/3/2020	6/13/2019		Low	Medium	Formatting, Differs from Model policy intentionally	Proficiency Based Learning
	D3	Acceptable Use of Electronic Resources & the Internet	Required	8/1/2019	6/13/2019		High	High	Emmanuel Review and provide feedback, Model policy substantially different	Acceptable Use of Electronic Resources & the Internet
	D4	Title I Comparability	Required	12/3/2015	6/13/2019		Low	Low	Awaiting VSBA Revision	Title I Comparability
	D5	Animal Dissection	Required	10/11/2019	6/13/2019		Low	High	Formatting	Animal Dissection
	D6	Class Size	Required	10/11/2019	5/14/2020		Low	Low	Formatting	Class Size
	D20	Curriculum Development and Coordination	Recommend	9/18/2013	6/13/2019		High	Low	NOT ON WEBSITE, review formatting	Curriculum Development and Coordination
	D21	Educational Support System	Recommend	9/18/2013	6/13/2019		Low	Low	Formatting	Educational Support System
	D22	Modes of Instruction During State of Emergency Due To COVID-1	Recommend	8/5/2020	10/22/2020	9/21/2020		High		Modes of Instruction During State of Emergency Due To COVID-19 Pandemic
	D30	Field Trips	Consider	not indicated	5/14/2020		High	Low	Spring...	Field Trips
	D31	Selecting Library Materials	Consider	not indicated	6/13/2019		Medium	Medium	Formatting, Separate procedures	Selecting Library Materials
	D32	Selection of Instructional Materials and Sensitive Issues	Consider	not indicated	6/13/2019		High	Medium	VSBA MP does not include Sensitive Issues section, consider revising BUUS	Selection of Instructional Materials and Sensitive Issues
	D33	Local Action Plan	Consider	12/7/05			High	Low	Discuss, Is this the Continuous Improvement Plan (CIP)?	Local Action Plan
	D40	Special Education	Does Not Exist	N/A	6/13/2019		Low	Low	Consider Rescension	Special Education
		13								
E	SCHOOL-COMMUNITY RELATIONS									SCHOOL-COMMUNITY RELATIONS
	E1	Title I, Part A Parental Involvement	Required	12/3/2015	6/13/2019		Low	Medium	Awaiting VSBA Revision	Title I, Part A Parental Involvement
	E20	Community Use of School Facilities	Recommend	11/26/2007	6/13/2019	2/15/2021		Low		Community Use of School Facilities
	E21	Distribution of Non-School Sponsored Literature in Schools	Recommend	11/26/07			High	High	Discuss	Distribution of Non-School Sponsored Literature in Schools
	E30	School-Community Relations	Consider	not indicated	6/13/2019		Low	Low	Formatting	School-Community Relations
	E32	Visits by Parents, Community Members or Media	Consider	not indicated			High	Low	Discuss	Visits by Parents, Community Members or Media
		5								
F	NON-INSTRUCTIONAL OPERATIONS									NON-INSTRUCTIONAL OPERATIONS
	F1	Travel Reimbursement Policy	Consider	3/20/2019	6/13/2019		Low	Low	Formatting	Travel Reimbursement Policy
	F20	Fiscal Management & General Financial Accountability	Recommend	3/25/2009	6/13/2019		Low	Low	Formatting	Fiscal Management & General Financial Accountability
	F21	Financial Reports and Statements	Recommend	2/25/2009			High	Low	Are responsibilities procedure?	Financial Reports and Statements
	F22	Electronic Communications Use and Retention	Recommend	9/17/2020		1/18/2021		Medium		Electronic Communications Use and Retention
	F23	Capitalization of Assetts	Recommend	11/3/2016	10/10/2019		Low	Low	Formatting	Capitalization of Assetts
	F24	Prevention of Conflict of Interest in Procurement	Recommend	11/6/2016	6/13/2019		Low	High	Formatting	Prevention of Conflict of Interest in Procurement
	F25	Access Control	Recommend	10/24/2019			High	Medium		Access Control
	F26	Security Cameras	Recommend	10/24/2019			High	High	Review general prencipals	Security Cameras
	F30	Budgeting	Consider	3/25/2009	6/13/2019		Low	Low	Formatting	Budgeting
	F32	School Crisis Prevention and Response	Consider	3/25/2009			High	High	Separate procedures	School Crisis Prevention and Response
	F33	HIV Policy	Consider	3/25/2009	6/13/2019		Low	High	Formatting	HIV Policy
	F40	Scholarship Awards Policy	Does Not Exist	N/A	6/13/2019		Low	High	Formatting	Scholarship Awards Policy
	F41	Video Surveillance Policy	Does Not Exist	N/A	6/13/2019		High	High	Review POLICY F26	Video Surveillance Policy
		13								

BCE/Hayder BCM/Chris Pierre BTE/Jen BTM/Erica CVCC/Penn CVCC/Scott

A. BOARD OPERATIONS

Required Policies			Recommended Policies			Policies to Consider		
	Policy	Updated		Policy	Updated		Policy	Updated
A1	Conflict of Interest	10/11/19	A20	Board Meetings, Agenda Preparation & Distribution	03/03/20	A30	Role and Adoption of School Board Policies	09/18/13
			A21	Public Participation at Board Meetings	03/03/20	A31	Board Member Education	03/25/09
			A22	Notice of Non-Discrimination	08/30/20	A32	Board Goal-Setting & Evaluation	03/26/09
			A23	Community Engagement and Vision	03/03/20	A33	School Visits by Board Members	03/25/09
			A24	Board/Superintendent Relations	03/03/20	A34	Board Relations with School Personnel	03/25/09
			A25	Delegate of Authority During State of Emergency Due to COVID-19 Pandemic	08/05/20			

B. PERSONNEL

Required Policies			Recommended Policies			Policies to Consider		
	Policy	Updated		Policy	Updated		Policy	Updated
B1	Substitute Teachers	10/11/19	B20	Personnel Recruitment, Selection, Appointment, and Background Checks	03/03/20	B30	Staffing and Job Descriptions	03/29/09
B2	Volunteers and Work Study Students	10/11/19	B21	Professional Development	03/03/20	B31	Educator Supervision & Evaluation: Probationary Teachers	03/29/09
B3	Alcohol and Drug Free Workplace	03/03/20	B22	Complaints About Personnel & Instructional Materials	03/03/20	B32	Personnel Files	03/29/09
B4	Drug & Alcohol Testing of Transportation Employees	10/11/19				B33	Resignations	03/29/09
B5	Employee Unlawful Harassment	10/20/20						
B6	HIPAA Compliance	Removed						
B7	Tobacco Prohibition	10/11/19						
B8	Electronic Communications between Employees & Students	6/25/20						

C. STUDENTS

Required Policies			Recommended Policies			Policies to Consider		
CODE	Policy	Updated		Policy	Updated		Policy	Updated
C1	Student Records	10/11/19	C20	Student Conduct and Discipline	03/03/20	C30	Student Medication	06/30/08
C2	Student Drugs & Alcohol	12/03/15	C21	Search and Seizure of Students by School Personnel	08/30/20	C31	Admission of Resident Students	02/10/16
C3	Transportation	10/11/19	C22	Student Activities (Elementary)	03/25/09	C32	Eighteen Year-Old Students	02/10/16
C4	English Learners	08/14/20	C23	Student Clubs & Activities (Secondary)	11/28/07	C33	Student Assessment	02/10/16
C5	Firearms	10/11/19	C24	Interscholastic Sports	09/18/13	C34	Restraint and Seclusion	03/03/20
C6	Home Study Students	10/11/19	C25	Admission of Non-Resident Tuition Students	03/03/20			
C7	Student Attendance	10/11/19	C26	Tuition Payment	09/18/13			
C8	Pupil Privacy	10/11/19	C27	Student Self-Expression and Student Distribution of Literature	09/18/13			
C9	Nutrition & Wellness	10/11/19	C28	Transgender and Gender Nonconforming Students	03/03/20			
C10	Prevention of Harassment, Hazing & Bullying Policy	12/02/15	C29	District Equity Policy	07/21/20			
C10-P	Prevention of Harassment, Hazing & Bullying Procedures	12/02/15						
C11	Student Freedom of Expression	08/01/19						
C12	Prevention of Sexual Harassment as Prohibited by Title IX	09/01/20						
C13	Homeless Students	10/16/20						


D. INSTRUCTION

Required Policies			Recommended Policies			Policies to Consider		
	Policy	Updated		Policy	Updated		Policy	Updated
D1	Proficiency Based Graduation Requirements	03/03/20	D20	Curriculum Development and Coordination (SU)	09/18/13	D30	Field Trips	Removed 07/2020
D2	Grade Advancement	Removed	D21	Educational Support System	09/18/13	D31	Selecting Library Materials	
D3	Responsible Computer Internet & Network Use	08/01/19	D22	Modes of Instruction During State of Emergency Due to COVID-19 Pandemic	08/05/20	D32	Selection of Instructional Materials	
D4	Title One Comparability	12/03/15				D33	Local Action Plan	12/07/05
D5	Animal Dissection	10/11/19						
D6	Class Size Policy	10/11/19						

E. SCHOOL-COMMUNITY RELATIONS

Required Policies			Recommended Policies			Policies to Consider		
	Policy	Updated		Policy	Updated		Policy	Updated
E1	Title 1 Parental Involvement Compacts	12/03/15	E20	Community Use of School Facilities	12/21/2020	E30	School-Community Relations	
			E21	Distribution of Non-School Sponsored Literature in Schools	11/26/07	E31	Parental Involvement	Removed 07/2020
						E32	Visits by Parents, Community Members or Media	

F. NON-INSTRUCTIONAL OPERATIONS

Required Policies			Recommended Policies			Policies to Consider		
	Policy	Updated		Policy	Updated		Policy	Updated
F1	Travel Reimbursement	08/01/19	F20	Fiscal Management and General Financial Accountability	03/25/09	F30	 Budgeting	03/25/09
			F21	Financial Reports and Statements	02/25/09	F31	Emergency Closing	Removed 07/2020
			F22	Electronic Communications Use and Retention	09/17/20	F32	School Crisis Prevention & Response/Procedures for Bomb Threats	03/25/09
			F23	Capitalization of Assets	11/03/16	F33	HIV Policy	03/25/09
			F24	Prevention of Conflict of Interest in Procurement	11/06/16			
			F25	Access Control	10/24/19			
			F26	Security Cameras	10/24/19			

CODE: F26
Recommended

SECURITY CAMERAS

Purpose

It is the policy of the _____ School District to allow the use of security cameras to monitor and record activity in public areas of district buildings and property to improve the safety and security of the district.

Scope

This policy applies to all staff, faculty, students, vendors, contractors, visitors and property of the _____ School District

General Principles

1. The use of security camera equipment on school grounds and on other district property shall be supervised and controlled by the Superintendent or designee.
2. The district shall annually notify its students, staff and parents/guardians that security cameras may be in use on any school property.
3. The district shall post signs at each building with security cameras, notifying occupants that security cameras may be in use.
4. Security cameras shall not make audio recordings without prior approval from the Superintendent.
5. Security cameras may be used for live, day and night viewing of buildings and grounds by staff authorized by the Superintendent.
6. The use of video recordings from security camera equipment shall be subject to the other policies of the district, including policies concerning the confidentiality of student records. Video monitoring for security purposes will be conducted in a manner consistent with this policy, labor master agreements and any applicable federal, state and local law. Violations of this policy may result in disciplinary action.
7. Video monitoring of public areas for security purposes will be conducted in a manner consistent with all existing _____ School District policies, including the Non-Discrimination Policy, the Harassment, Hazing and Bullying Policy and other relevant policies. This policy prohibits monitoring based on legally protected bases outlined in _____ School District's Policies on Non-Discrimination and Harassment, Hazing and Bullying (e.g., race, gender, sexual orientation, national origin, disability, etc.)
8. Security cameras shall be used only to promote the order, safety and security of students, staff and property and to assist school administrators in investigating misconduct by persons on the premises.
9. Security recordings shall be maintained by the district for at least 30 days, after which time the recordings may be purged. If the District becomes aware that a recording is evidence in any kind of disciplinary proceeding, investigation or litigation, the recording must be retained until the matter has been resolved.
10. The District shall keep a log of any persons accessing video images from cameras.

<i>VSBA Version:</i>	<i>October 24, 2019</i>
<i>Date Warned:</i>	
<i>Date Adopted:</i>	
<i>Legal Reference(s):</i>	<i>Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. §§ 1232g et seq. Balancing Student Privacy and School Safety: A Guide to the Family Educational Rights and Privacy Act for Elementary and Secondary Schools, US Department of Education (October 2007); available at http://www.ed.gov/policy/gen/guid/fpco/ferpa/safeschools/.</i>
<i>Cross Reference(s):</i>	

BARRE UNIFIED UNION SCHOOL DISTRICT # 097 POLICY MANUAL

CODE: F 41

1ST READING: 5/9/2019

2ND READING: 6/13/2019

ADOPTED: 6/13/2019

VIDEO SURVEILLANCE

Policy

It is the policy of the Barre Unified Union School District (BUUSD) to install and use video surveillance equipment where appropriate, for the purposes of maintaining safe and secure school campuses and providing the best possible safety and security for students, staff and others. The BUUSD recognizes the legal obligation to provide the appropriate levels of supervision in the interests of student safety as well as the fact that students have privacy rights.

Video surveillance is used to accomplish 3 goals:

- (a) To enhance the safety of staff, students, and all school community members.
- (b) To protect Campus property against theft and vandalism.
- (c) To assist in the identification of intruders.

The system is not designed nor intended to protect individuals from being victims of violent or property crimes, nor to detect other potentially or illegal or undesirable activities which may occur, although any information obtained may be used as evidence in such cases. At no time should students, staff, parents and/or community members have any expectation that camera coverage is exhaustive, or that anyone is monitoring events on the surveillance cameras as they occur. Nor should they assume that someone will immediately respond to an incident in progress. All incidents of concern need to be reported immediately to the administration.

Implementation

Video surveillance systems are installed in the schools and on school buses, and include the capability for video recording. Cameras may be installed in both interior and exterior areas where there is a legitimate need for video surveillance. Cameras will not be installed in restrooms, athletic locker facilities, or other areas where students, staff, or others have a reasonable expectation of privacy. The BUUSD shall provide prior written notice to staff, students and parents/legal guardians that video surveillance may occur on BUUSD property. The notice shall be present in student/family handbooks.

All recorded footage is to be considered confidential and is to be viewed only on an “as needed” basis by those individuals authorized herein, and in compliance with state and federal law,

including FERPA. The only personnel who may view digital video tapes or digital files in the schools are the principals, their designees, and the School Resource Officer or other BUUSD staff when necessary in the performance of their duties and only for the purposes as outlined in the goals above.

If illegal activity is seen on the recording the appropriate administrator shall share the footage with the appropriate law enforcement officials.

Video surveillance equipment will not be used for the purposes of monitoring school staff completing their assigned duties.

CODE C22
(Recommended)

STUDENT ACTIVITIES (ELEMENTARY)

Policy

The school will maintain a student activity program appropriate to the maturity of students and as varied as staff and facilities permit. The program will be designed to offer for the greatest number of students worthwhile leisure time interests, wholesome recreational and social activity, and opportunities to develop skills in democratic and cooperative management for these activities.

Implementation

The following criteria for eligibility for participation in school sponsored activities are intended to set standards for academic eligibility.

1. Students should have passing grades in ____ courses taken during the previous marking period. (This is an important policy issue which the Board will want to discuss thoroughly)
2. Students should be in good disciplinary standing as determined by the principal.
3. Students should be in regular attendance and should be in attendance on the day of the activity unless excused by the principal.
4. The rules and regulations of the Vermont Principals' Association will be followed for the activities of seventh and eighth grade students.

The board will approve new requests for co-curricular activity sponsorship based on the following considerations.

1. The level of student interest in the activity;
2. The fiscal ramifications of sponsorship;
3. The availability of qualified personnel to supervise the activity;
4. The impact of adding or eliminating the activity on the balance of types of activities available in the total activity program;
5. The potential of the activity to help participating students meet the goals of the school's curriculum; and
6. The recommendation of the superintendent.

All school sponsored activities will be under the ultimate control of the school district and will comply with all policies and procedures of the school.

VSBA Version:	March 25, 2009
Date Withdrawn:	
Date Adopted:	
Legal Reference(s):	
Cross Reference:	Admission of Resident Students
	Admission of Non-Resident Tuition Students
	Participation of Home Study Students in School Programs and Activities

**BARRE UNIFIED UNION SCHOOL DISTRICT #097
POLICY**

CODE: C 22

1ST READING:

2ND READING:

ADOPTED:

STUDENT ACTIVITIES (ELEMENTARY)

Policy

The school will maintain a student activity program appropriate to the maturity of students and as varied as staff and facilities permit. The program will be designed to offer for the greatest number of students worthwhile leisure time interests, wholesome recreational and social activity, and opportunities to develop skills in democratic and cooperative management for these activities.

Implementation

The following criteria for eligibility for participation in school sponsored activities are intended to set standards for academic eligibility.

1. Students should have passing grades in ____ courses taken during the previous marking period. (This is an important policy issue which the Board will want to discuss thoroughly)
2. Students should be in good disciplinary standing as determined by the principal.
3. Students should be in regular attendance and should be in attendance on the day of the activity unless excused by the principal.
4. The rules and regulations of the Vermont Principals' Association will be followed for the activities of seventh and eighth grade students.

The board will approve new requests for co-curricular activity sponsorship based on the following considerations.

1. The level of student interest in the activity;
2. The fiscal ramifications of sponsorship;
3. The availability of qualified personnel to supervise the activity;
4. The impact of adding or eliminating the activity on the balance of types of activities available in the total activity program;
5. The potential of the activity to help participating students meet the goals of the school's curriculum; and
6. The recommendation of the superintendent.

All school sponsored activities will be under the ultimate control of the school district and will comply with all policies and procedures of the school.

CODE C23
(Recommended)

STUDENT CLUBS & ACTIVITIES (SECONDARY)

Policy

The school will maintain a student activity program appropriate to the maturity of students and as varied as staff and facilities permit. The program will be designed to offer for the greatest number of students worthwhile leisure time interests, wholesome recreational and social activity, and opportunities to develop skills in democratic and cooperative management for these activities.

Clubs and activities may be (1) school-sponsored and related to the curriculum, (2) student-run and not related to the curriculum, or (3) community-sponsored and not related to the curriculum. This policy addresses the first two categories. The third is addressed in the school district policy on Community Use of School Facilities¹

1. School-Sponsored Curriculum-Related Groups

- A. Curriculum-related groups are the only type entitled to school sponsorship. The controlling factor in deciding whether an activity will be sponsored by the school will be whether that activity is directly related to the school's curriculum. No activity that is not directly related to the curriculum or educational mission of the school will receive sponsorship, regardless of whether it meets the other criteria for sponsorship.
- B. Activities or clubs which meet at least one of the following criteria will be considered curriculum-related.
 - i. The subject matter of the student group or club is actually taught or will be taught in a regularly scheduled course.
 - ii. The subject matter of the group or club is such that it concerns the body of courses as a whole.
 - iii. Participation in the group is required for a particular course.
 - iv. Participation in the group results in academic credit.
- C. The principal [or superintendent] will approve new requests for activity sponsorship based on the following considerations.
 - i. The potential of the activity to help participating students meet the goals of the school's curriculum.
 - ii. The level of student interest in the activity;
 - iii. The fiscal ramifications of sponsorship;
 - iv. The availability of qualified personnel to supervise the activity; and
 - v. The impact of adding or eliminating the activity on the balance of types of activities available in the total activity program.
- D. All school-sponsored activities will be under the ultimate control of the School District and will comply with all policies and procedures of the school. The Principal [or Superintendent] may set standards for academic eligibility for participation in these activities.

2. Student-Run Noncurriculum-Related Groups²

- A. A student-run noncurriculum-related group, or "student group" is one that is created by students, run by students, and provides activities for students. If a group or club is organized or run by adults, even if students attend its meetings, then it is a community-sponsored group and must comply with Policy E2.

- B. Student groups, clubs or activities may use school facilities and have access to such things as the public address system, bulletin boards, and publications³ provided that an equal opportunity is given to all student groups. If the District opens its facilities to any student group, then it must provide the same opportunities to all other student groups.⁴ A fair opportunity will be provided to non-sponsored student groups wishing to conduct meetings on school premises during non-instructional time provided that:
- any such meeting is voluntary and student initiated;
 - there is no sponsorship of the meeting by the school, the government, or its agents or employees;
 - employees or agents of the school or any governmental entity are present at religious meetings only in non-participatory capacities;
 - the meeting does not materially and substantially interfere with the orderly conduct of educational activities within the school; and
 - non-school persons do not direct, conduct, control or regularly attend activities of student groups.⁵
- C. Listings and notices referring to non-sponsored clubs or activities will include a disclaimer of school sponsorship or endorsement. District faculty and staff may only be present at activities of student groups as monitors for keeping order.
- D. The superintendent [or principal] may do the following with respect to student groups, as long as the same rules are applied to all student groups:
- adopt rules to prohibit lewd and obscene speech
 - prohibit student groups from using school facilities if they are likely to cause material or substantial disruption of school operations
 - impose time, place, and manner restrictions, and
 - require parental permission for student participation.

<i>VSBA Version:</i>	<i>November 28, 2007</i>
<i>Date Warned:</i>	
<i>Date Adopted:</i>	
<i>Legal Reference(s):</i>	<i>20 U.S.C. §§4071 et seq. (Federal Equal Access Act)</i>
	<i>Prince v. Jacoby, 303 F.3d 1074 (9th Cir.), cert. denied 540 U.S. 813 (2002)</i>
	<i>Rosenberger v. University of Virginia, 515 U.S. 810 (1995);</i>
	<i>Board of Education of Westside Community Sch. v. Mergens, 496 U.S. 226 (1990);</i>
	<i>Sease v. School District of Philadelphia, 81 F. Supp. 183 (E.D. Pa. 1993)</i>
<i>Cross Reference:</i>	<i>Community Use of School Facilities (E20)</i>
	<i>Admission of Resident Students (C31)</i>
	<i>Admission of Non-Resident Tuition Students (C25)</i>
	<i>Home Study Students (C6)</i>

¹ See VSBA Model Policy H3 Community Use of School Facilities

² This section is governed by the Equal Access Act, 20 U.S.C. 4071 et seq. It states, in part, that:

—It shall be unlawful for any public secondary school which receives Federal financial assistance and which has a limited open forum to deny equal access or a fair opportunity to, or discriminate against, any students who wish to conduct a meeting within that limited open forum on the basis of the religious, political, philosophical, or other content of the speech at such meetings.

³ *Prince v. Jacoby*, 303 F.3d 1074 (9th Cir.), cert. denied 540 U.S. 813 (2002), held that since yearbook was paid for by student body funds and not by public funds, the school could not charge a religious student group for inclusion in the yearbook when other groups were included without charge. *Rosenberger v. University of Virginia*, 515 U.S. 810 (1995), held that university could not limit funds to student group due to its religious viewpoint where group ran newspaper with Christian view on news while other newspapers were funded. Funds were from mandatory student activity fee and not from public funds.

⁴ Even allowing only one noncurriculum student group to meet in school facilities is enough to create a limited open forum and trigger the application of the Equal Access Act. *Board of Education of Westside Community Sch. v. Mergens*, 496 U.S. 226 (1990).

⁵ Equal Access Act, 20 U.S.C. 4071; *Sease v. School District of Philadelphia*, 81 F. Supp. 183 (E.D. Pa. 1993) (school secretary who led gospel choir violated provisions of law even though choir was outside her regular duties in district).

**BARRE UNIFIED UNION SCHOOL DISTRICT #097
POLICY****CODE C 23****1st READING: 5/9/2019
2nd READING: 6/13/2019
ADOPTED: 6/13/2019**

STUDENT CLUBS & ACTIVITIES**Policy**

The school will maintain a student activity program appropriate to the maturity of students and as varied as staff and facilities permit. The program will be designed to offer for the greatest number of students worthwhile leisure time interests, wholesome recreational and social activity, and opportunities to develop skills in democratic and cooperative management for these activities.

Clubs and activities may be (1) school-sponsored and related to the curriculum, (2) student-run and not related to the curriculum, or (3) community-sponsored and not related to the curriculum. This policy addresses the first two categories. The third is addressed in the school district policy on Community Use of School Facilities

- I. School-Sponsored Curriculum-Related Groups
 - A. Curriculum-related groups are the only type entitled to school sponsorship. The controlling factor in deciding whether an activity will be sponsored by the school will be whether that activity is directly related to the school's curriculum. No activity that is not directly related to the curriculum or educational mission of the school will receive sponsorship, regardless of whether it meets the other criteria for sponsorship.
 - B. Activities or clubs which meet at least one of the following criteria will be considered curriculum-related.
 - 1. The subject matter of the student group or club is actually taught or will be taught in a regularly scheduled course.
 - 2. The subject matter of the group or club is such that it concerns the body of courses as a whole.
 - 3. Participation in the group is required for a particular course.
 - 4. Participation in the group results in academic credit.

- C. The Principal will approve new requests for activity sponsorship based on the following considerations.
 - 1. The potential of the activity to help participating students meet the goals of the school's curriculum.
 - 2. The level of student interest in the activity;
 - 3. The fiscal ramifications of sponsorship;
 - 4. The availability of qualified personnel to supervise the activity; and
 - 5. The impact of adding or eliminating the activity on the balance of types of activities available in the total activity program.
- D. All school-sponsored activities will be under the ultimate control of the Barre Unified Union School District (BUUSD) and will comply with all policies and procedures of the school. The Principal may set standards for academic eligibility for participation in these activities.

II. Student-Run Non-curriculum-Related Groups

- A. A student-run non-curriculum-related group, or “student group” is one that is created by students, run by students, and provides activities for students. If a group or club is organized or run by adults, even if students attend its meetings, then it is a community-sponsored group and must comply with Policy E20.
- B. Student groups, clubs or activities may use school facilities and have access to such things as the public address system, bulletin boards, and publications provided that an equal opportunity is given to all student groups. If the BUUSD opens its facilities to any student group, then it must provide the same opportunities to all other student groups. A fair opportunity will be provided to non-sponsored student groups wishing to conduct meetings on school premises during non-instructional time provided that:
 - 1. any such meeting is voluntary and student initiated;
 - 2. there is no sponsorship of the meeting by the school, the government, or its agents or employees;
 - 3. employees or agents of the school or any governmental entity are present at religious meetings only in non-participatory capacities;
 - 4. the meeting does not materially and substantially interfere with the orderly conduct of educational activities within the school; and
 - 5. non-school persons do not direct, conduct, control or regularly attend activities of student groups.
- C. Listings and notices referring to non-sponsored clubs or activities will include a disclaimer of school sponsorship or endorsement. BUUSD faculty and staff may only be present at activities of student groups as monitors for keeping order.

- D. The Principal may do the following with respect to student groups, as long as the same rules are applied to all student groups:
1. adopt rules to prohibit lewd and obscene speech
 2. prohibit student groups from using school facilities if they are likely to cause material or substantial disruption of school operations
 3. impose time, place, and manner restrictions, and
 4. require parental permission for student participation.

CODE B22
(Recommended)

PUBLIC COMPLAINTS ABOUT PERSONNEL

Policy

It is the policy of the _____ School District to see that complaints about school personnel are considered in a timely manner that is fair to all parties. The district places trust in its employees and desires to support their actions in such a manner that employees are freed from unnecessary, spiteful, or unjustified criticism or complaints.

Resolving Complaints

The complainant shall be encouraged first to bring a complaint to the individual concerned. If the problem cannot be resolved with the individual concerned, it should be brought to the attention of the immediate supervisor or administrator. The complaint should be in writing stating the issues and supporting facts. The individual employee involved shall be given every opportunity for explanation, comment, and presentation of the facts as he/she sees them.

If the issue is not resolved by involvement of the immediate supervisor, the complainant may refer the issue to the principal for his or her review and decision. In the event the principal's review does not lead to a satisfactory resolution, the compliant may submit the issue to the superintendent for review and decision.

In cases of alleged discrimination, the complainant should follow the procedures accompanying the non-discrimination policy.

Appeal to the Board

If the above steps do not resolve the concern of the complainant, he/she may request a session of the board for the purpose of reviewing the superintendent's decision. If the school board decides to hear the request of the complainant, it shall invite all parties involved including the appropriate school and supervisory union administrators to attend a meeting for purposes of presenting facts, making further explanations, and clarifying the issue. The board shall conduct such meetings in a fair and just manner and shall render a decision.

It is the intent of the board that the rights of employees under collective bargaining agreements and Vermont law be protected through the administration of this policy.

<i>VSBA Version:</i>	
<i>Date Warned:</i>	
<i>Date Adopted:</i>	
<i>Legal Reference(s):</i>	16 V.S.A. § 1752 (Suspension, dismissal) 1 V.S.A. §§ 310 et seq. (Open meetings)
<i>Cross Reference:</i>	

**BARRE UNIFIED UNION SCHOOL DISTRICT #097
POLICY**

CODE: B 22

1ST READING: 02/25/2021

2ND READING:

ADOPTED:

PUBLIC COMPLAINTS ABOUT PERSONNEL

Policy

It is the policy of the Barre Unified Union School District (BUUSD) to see that complaints about school personnel are considered in a timely manner that is fair to all parties. The district places trust in its employees and desires to support their actions in such a manner that they employees are freed from unnecessary, spiteful, or unjustified criticism or complaints. Further, it is the obligation of the board to ensure that the rights of the employee under the collective bargaining agreement and Vermont Law be protected through the administration of this policy.

In cases where the complaint is specifically addressed by another policy, the complainant should follow the procedures accompanying that policy. Examples include: Notice of Non-Discrimination (A22), Prevention of Employee Harassment (B5), Electronic Communications Between Employees and Students (B8), Policy on the Prevention of Harassment, Hazing, and Bullying of Students (C10 & C10-P), and Prevention of Sexual Harassment as Prohibited by Title IX (C12).

Resolving Complaints

It is the expectation of the BUUSD that concerns and conflicts be respectfully addressed and resolved directly between the complainant and the staff member. If the issue cannot be resolved directly with the individual, the complainant should communicate with the building Principal/Director by providing a summary of the concerns in writing, and including any examples or evidence supporting the complaint. In accordance with best practices and due process, the Principal/Director will afford the staff member with an opportunity for explanation, comment, and presentation of their perspective of the situation. The Principal/Director may use a variety of conflict resolution strategies to rectify the situation.

If the issue is not resolved to the satisfaction of the complainant, they may provide the written statement and evidence, including the Principal's/Director's actions, to the Superintendent, for their consideration and decision.

~~The complainant shall be encouraged first to bring a complaint to the individual concerned. If the problem cannot be resolved with the individual concerned, it should be brought to the attention of the immediate supervisor or administrator. The complaint should be in writing stating the issues and supporting facts. The individual employee involved shall be given every opportunity for explanation, comment, and presentation of the facts as he/she sees them.~~

~~If the issue is not resolved by involvement of the immediate supervisor, the complainant may refer the issue to the principal for his or her review and decision. In the event the principal's review does not lead to a satisfactory resolution, the compliant may submit the issue to the superintendent for review and decision.~~

~~In cases of alleged discrimination, the complainant should follow the procedures accompanying the non-discrimination policy.~~

Appeal to the Board

If the complainant is not satisfied with the decision of the Superintendent, they may request the school board hear their case to review the Superintendent's decision. If the board decides to honor the request of the complainant, a date will be set and appropriate administration invited to participate by presenting facts, providing context, and clarifying the issue. The board shall conduct such meetings in a fair and just manner, and shall render a decision.

~~If the above steps do not resolve the concern of the complainant, he/she may request a session of the board for the purpose of reviewing the superintendent's decision. If the school board decides to hear the request of the complainant, it shall invite all parties involved including the appropriate school and supervisory union administrators to attend a meeting for purposes of presenting facts, making further explanations, and clarifying the issue. The board shall conduct such meetings in a fair and just manner and shall render a decision.~~

~~It is the intent of the board that the rights of employees under collective bargaining agreements~~

and Vermont law be protected through the administration of this policy.

<i>VSBA Version:</i>	
<i>Date Warned:</i>	
<i>Date Adopted:</i>	
<i>Legal Reference(s):</i>	<i>16 V.S.A. § 1752 (Suspension, dismissal)</i>
	<i>1 V.S.A. §§ 310 et seq. (Open meetings)</i>
<i>Cross Reference:</i>	

**BARRE UNIFIED UNION SCHOOL DISTRICT #097
POLICY**

CODE: B 22

1ST READING:

2ND READING:

ADOPTED:

PUBLIC COMPLAINTS ABOUT PERSONNEL

Policy

It is the policy of the Barre Unified Union School District (BUUSD) to see that complaints about school personnel are considered in a timely manner that is fair to all parties. The district places trust in its employees and desires to support their actions in such a manner that employees are freed from unnecessary, spiteful, or unjustified criticism or complaints.

Resolving Complaints

The complainant shall be encouraged first to bring a complaint to the individual concerned. If the problem cannot be resolved with the individual concerned, it should be brought to the attention of the immediate supervisor or administrator. The complaint should be in writing stating the issues and supporting facts. The individual employee involved shall be given every opportunity for explanation, comment, and presentation of the facts as he/she sees them.

If the issue is not resolved by involvement of the immediate supervisor, the complainant may refer the issue to the principal for his or her review and decision. In the event the principal's review does not lead to a satisfactory resolution, the compliant may submit the issue to the superintendent for review and decision.

In cases of alleged discrimination, the complainant should follow the procedures accompanying the non-discrimination policy.

Appeal to the Board

If the above steps do not resolve the concern of the complainant, he/she may request a session of the board for the purpose of reviewing the superintendent's decision. If the school board decides to hear the request of the complainant, it shall invite all parties involved including the appropriate school and supervisory union administrators to attend a meeting for purposes of presenting facts, making further explanations, and clarifying the issue. The board shall conduct such meetings in a fair and just manner and shall render a decision.

It is the intent of the board that the rights of employees under collective bargaining agreements and Vermont law be protected through the administration of this policy.