

**BARRE UNIFIED UNION SCHOOL DISTRICT  
POLICY COMMITTEE MEETING**  
BUUSD Central Office and Via Video Conference – Google Meet  
October 18, 2021 – 5:30 p.m.

**MINUTES**

**COMMITTEE MEMBERS PRESENT:**

Chris Parker, Chair (BT)  
Abigayle Smith, Vice-Chair (BC)  
Tim Boltin (BC)  
Andrew McMichael (BC Community Member)  
Jon Valsangiacomo – (BT Community Member)

**COMMITTEE MEMBERS ABSENT:**

**OTHER BOARD MEMBERS PRESENT:**

Sonya Spaulding

**ADMINISTRATORS AND STAFF PRESENT:**

Chris Hennessey, Superintendent  
Luke Aither, SHS Assistant Principal  
Emmanuel Ajanma, Director of Technology  
Pierre Laflamme, BCEMS Principal

**GUESTS:**

Josh Howard                      Sharon Toborg

**1. Call to Order**

**The Chair, Ms. Parker, called the Monday, October 18, 2021, meeting to order at 5:33 p.m., which was held at the BUUSD Central Office in the First Floor Conference Area, and via video conference - Google Meet.**

**2. Additions and/or Deletions to the Agenda**

None.

**3. Public Comment**

None.

**4. Approval of Minutes**

**4.1 Approval of Minutes – September 20, 2021 Policy Committee Meeting**

**On a motion by Mr. Boltin, seconded by Ms. Smith the Committee unanimously voted to approve the Minutes of the September 20, 2021 Policy Committee Meeting.**

**5. New Business**

**5.1 Review of BUUSD Policy Manual Index**

A copy of the BUUSD Policy Manual Index (dated 10/11/21) was distributed.

Ms. Parker queried regarding the status of Policy B20 – Personnel Recruitment, Selection, Appointment, & Background Check Policy, which has a notation that the policy requires legal vetting and would be sent to the Board again in March of 2021. Mr. Aither advised that though the policy was adopted, it had not been legally vetted (as required) prior to adoption. It was agreed that this policy will be legally vetted and re-presented to the Board. Mr. Hennessey will have this policy legally vetted.

**5.2 VSBA Model Policies**

A copy of the VSBA Model Policy Index was distributed.

A document titled ‘Current VSBA Work – BUUSD Status – Updated 10/8/21 – Pending Policies’ was distributed.

The Current VSBA Work document has been updated (in house) to identify policies currently under review by VSBA. VSBA has added notations to their records advising of review status, though there is not a separate column on their Policy Index.

In response to a query regarding the status of policies B22 (Public Complaints About Personnel), and D32 (Selection of Instructional Materials and Sensitive Issues), Mr. Aither advised that he believes these policies require legal review and were supposed to be vetted by legal counsel prior to being discussed again by the Policy Committee. Ms. Parker noted that B22 is listed in the Parking Lot, but D32 is not. D32 will be added to the Parking Lot. Mr. Hennessey will be asked to have these policies vetted.

### **5.3 Tuition Payment Policy (C26) – Recommended Policy**

A copy of the VSBA Policy was distributed.

Mr. Aither has conducted some research on this policy and advised that VSBA has recently updated this policy. This policy is intended for districts that have school choice, or have students who live in close proximity to another district. This policy does not really pertain to the BUUSD.

**On a motion by Mr. Boltin, seconded by Mr. Valsangiacomo, the Committee voted 4 to 0 to make a recommendation to the Board that this policy not be adopted by the BUUSD. Mr. Boltin, Ms. Parker, Ms. Smith, and Mr. Valsangiacomo voted for the motion. Mr. McMichael abstained.**

### **5.4 Acceptable Use of Electronic Resources & the Internet Policy (D3) – Required Policy**

Copies of the current BUUSD and VSBA Policies were distributed

Mr. Ajanma advised that he supports using the VSBA version of the policy, and supports adopting the VSBA version to replace the current version. Mr. Aither also supports using the VSBA version. Mr. Aither advised that the Committee needs to take action to have the Board approve first and second readings, adopt the policy, and then rescind the current version of the policy.

**On a motion by Mr. Valsangiacomo, seconded by Mr. Boltin, the Committee unanimously voted to recommend that the Board adopt the VSBA version of the Acceptable Use of Electronic Resources & the Internet Policy (D3).**

### **5.5 Firearms Policy (C5) – Required Policy**

A copy of the policy was distributed.

Mr. Aither advised that it was reported that when the VSBA Implementation section was removed from the policy, the policy was no longer in compliance with the law. Mr. Aither recommends that the Sanctions section be amended to include information that brings the policy into compliance with the law. The policy must contain verbiage that requires any student who brings a firearm to school or possess a firearm at school, be referred to local law enforcement. Ms. Parker queried regarding her concerns on other items included in the VSBA policy that are not included in the BUUSD version of the policy. These items pertain to reporting to DCF and annual reporting by the Superintendent (to the Secretary of Education). It is believed that the two items of concern are reported under different reporting requirements and do not need to be included in the Firearms Policy.

**On a motion by Mr. Boltin, seconded by Mr. Valsangiacomo the Committee unanimously voted to accept the policy as presented to the Committee.**

### **5.6 Selection of Instructional Materials and Sensitive Issues Policy (D32) – a To Be Considered Policy**

A copy of the policy was distributed.

It was noted that this policy is one of the policies discussed under Agenda Item 5.2 and it is believed that it requires legal vetting. Mr. Aither advised that he has made some edits to the policy. The edits are documented in the draft presented this evening (utilizing the editing protocols). Mr. Aither provided a brief overview of the amendments included in the draft. Ms. Parker queried regarding 'Materials' #6 (should this be more expansive?). This item will be reviewed by legal counsel (for possible expansion). Ms. Parker queried regarding 'Materials' #8, pertaining to aesthetic values. Brief discussion was held regarding the need to include 'aesthetic values' in the policy.

**On a motion by Mr. Boltin, seconded by Mr. Valsangiacomo, the Committee unanimously voted to send the amended policy to legal counsel for vetting as part of the process of preparing the policy for presentation to the Board.**

## **6. Old Business**

### **6.1 Security Cameras Policy (F26) – Recommended Policy**

A copy of the BUUSD Electronic Surveillance Policy (F26) was distributed.

The BUUSD has a 'local' policy (F41 – Video Surveillance Policy) on this subject (most recently amended/adopted 03/11/21). The VSBA model policy does not align with the District's system. The draft presented this evening is a combination of the local and VSBA's policies, and does not contain the editing protocols. The draft has been legally vetted. If the draft presented to the Committee this evening is adopted by the Board, the local policy (F41) can then be rescinded. Mrs. Spaulding queried regarding who can view video recordings, specifically law enforcement. Viewing by law enforcement is documented under the section titled 'Video Recordings', rather than under 'Viewing of Live Video'. Mr. Aither advised that the version of the policy presented this evening, was not updated with the most recent information provided by legal counsel. Mr. Aither recommends having a fully updated version presented at next month's meeting. **This item will be added to 'Old Business' on the November agenda.** Mrs. Spaulding requested that a copy of the VSBA policy also be included in next month's packet (for comparison purposes). Mr. Valsangiacomo queried regarding different language that may be necessary relating to when law enforcement can view recordings. Mr. Aither advised regarding the changes recommended by legal counsel. Brief discussion was held regarding whether or not school resource officers are considered law enforcement or district employees, and which part of the policy pertains to SROs. There are situations where SROs need to view video for incidents that do not reach the level of criminal conduct. Mr. Aither advised that the SRO can review video without a warrant.

## **6.2 Summary Report to the Board**

Ms. Parker would like the Committee to reach a final decision regarding whether or not a Summary Report needs to be written (monthly), or if a verbal summary of meetings will suffice. Brief discussion was held regarding this topic, including historical information regarding questions posed at Board meetings that were not able to be addressed during Board meetings. The Committee agreed that at the present time, a Summary Report is not necessary.

## **6.3 Review Priority List**

A document titled 'Policy Review Priority' (dated 10/11/21) was distributed.

Mr. Aither advised that the document has been updated. The policy priority levels are determined by building principals. Highlighted policies were ranked the highest by principals (4 or 5 votes). Mr. Aither advised that the high priority policies continue to be worked on. Mr. Aither noted that the BUUSD currently has no adopted policy for 'School Crisis Prevention and Response'. VSBA does have a policy on this topic (F32 – School Crisis Prevention & Response/Procedures for Bomb Threats – a policy to 'consider') that was created in 2009. Mr. Aither believes it is important to implement a policy relating to threat mitigation/response. Administrators also feel strongly that the District have a policy on 'Visits by Parents, Community Members or Media' (VSBA policy E32 – a policy to 'consider'). VSBA last reviewed their policy in 2007. Additionally, it was noted that the Access Control Policy (F25) a VSBA Recommended policy also be included on a future agenda. It will be beneficial to have these three policies discussed at the same meeting (F32, E32, and F25).

## **7. Other Business**

None.

## **8. Future Agenda Items**

Ms. Parker advised that a recent VSBA weekly update included a new Required Policy (D7 – Special Education). The weekly update advises that this policy 'per the AOE, satisfies the monitoring requirement for policy - due by 01/15/22'. Mr. Aither provided some historical information relating to this policy subject matter. It was noted that the AOE is beginning Progress Monitoring, including monitoring of policies and practices within districts, in an effort to assure compliance with the law.

- F26 - Electronic Surveillance – Recommended
- D7 – Special Education - Required – Must be adopted by 01/15/2022
  
- D32 - Selection of Instructional Materials and Sensitive Issues Policy – Parking Lot (waiting for legal vetting)
- F32 – School Crisis Prevention & Response/Procedures for Bomb Threats (VSBA policy to 'consider') – Parking Lot
- E32 - Visits by Parents, Community Members or Media (VSBA policy to 'consider') – Parking Lot
- F25 – Access Control (VSBA Recommended Policy) – Parking Lot

## **9. Next Meeting Date**

The next meeting is Monday, November 15, 2021 at 5:30 p.m. at the BUUSD Central Office and via video conference.

## **10. Adjournment**

**The Committee adjourned at 6:33 p.m.**

Respectfully submitted,  
*Andrea Poulin*