

**BARRE UNIFIED UNION SCHOOL DISTRICT
BOARD MEETING**

January 27, 2022 at 5:30 p.m.

In-Person Option: BUUSD Central Office, 120 Ayers Street, Barre, VT 05641

Virtual Option: Click this link to join the meeting remotely:

Meeting ID: meet.google.com/vxi-arvi-mgb

Phone Numbers: (US)+1 929-777-4801 PIN: 769 689 006#

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

AGENDA

- 5:30 1. Call to Order
- 5:35 2. Additions or Deletions with Motion to Approve the Agenda
- 5:37 3. Comments for Items Not on the Agenda
- 3.1. Public Comment
- 3.2. Student Voice
- 5:42 4. Consent Agenda
- 4.1. Regular Meeting Minutes -January 13,'2022
- 4.2. Special Meeting Minutes - January 19, 2022
- 5:44 5. Current Business
- 5.1. New Hires [**ACTION**]
- 5.2. First Reading Access Control (F25) [**ACTION**]
- 5.3. First Reading Fiscal Management and General Financial Accountability (F20) [**ACTION**]
- 5.4. First Reading Electronic Surveillance (F26) [**ACTION**]
- 5.5. First Reading Complaints About Personnel (B22) [**ACTION**]
- 5.6. First Reading Firearms (C5) [**ACTION**]
- 6:45 6. Old Business
- 6.1. COVID Update
- 7:10 7. Other Business/Round Table
- 7:30 8. Future Agenda Items
- 7:40 9. Next Meeting Dates: Regular Board Meeting, February 10, 2022 at 5:30 pm
Regular Board Meeting, February 24, 2022 at 5:30 pm
- 7:45 10. Executive Session
11. Adjournment

PARKING LOT OF ITEMS

- FY23 Budget Communication (February)
- Annual Assessment Date (February)
- Administrator Evaluations (February/March)
- Enrollment/Home Study (Quarterly)
- SHS Foundation Report
- Annual Assessment Report (February)
- Evaluation: Staffing, Enrollment, Facilities, etc.
- Building Capacity at each building

- Critical Race Theory
- Anti-Racism Policy
- Use of Facilities: Consistent Fee Schedule and Rental Application Form
- Negotiations/Personnel Committee

MEETING NORMS

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

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BARRE UNIFIED UNION SCHOOL DISTRICT REGULAR BOARD MEETING

BUUSD Central Office and Via Video Conference – Google Meet
January 13, 2022 - 5:30 p.m.

MINUTES

BOARD MEMBERS PRESENT:

Sonya Spaulding (BC) – Chair
Alice Farrell (BT) – Vice Chair
Guy Isabelle (At-Large) - Clerk
Gina Akley (BT)
Renee Badeau (BT)
Tim Boltin (BC)
Giuliano Cecchinelli, II (BC)
Chris Parker (BT)
Sarah Pregent (BC)

BOARD MEMBERS ABSENT:

ADMINISTRATORS PRESENT:

Chris Hennessey, Superintendent
Hayden Coon, BCEMS Principal
Jody Emerson, Director Central Vermont Career Center
Carol Marold, Director of Human Resources
Lisa Perreault, Business Manager

GUESTS PRESENT:

Dave Delcore – Times Argus	Mike Deering, II	Karen Fredericks	Nicole Gallup	Marissa Greene
Carol Hebert	Josh Howard	Prudence Krasofski	Marcy Kreitz	Nancy Leclerc
Sue Paxman	Terry Reil	Diane Solomon	Rachel Van Vliet	Trina Villa

As the meeting was held via video conferencing, a roll-call vote was taken for each action item. Each Board Member was individually polled and voted to approve all motions that are listed as unanimously approved.

1. Call to Order

The Chair, Mrs. Spaulding, called the Thursday, January 13, 2022, Regular meeting to order at 5:32 p.m., which was held at the BUUSD Central Office and via video conference.

Mrs. Spaulding provided an overview of the Board Norms and procedures for engaging with the Board.

2. Additions and/or Deletions to the Agenda

It was agreed that Agenda Items 5.8 through 5.12 (Policy First Readings) will be postponed until the next Regular Meeting (01/27/22). It was noted that when Policy F26 is presented for a First Reading, additional documentation will be required (as defined by the Policy Committee).

On a motion by Mr. Isabelle, seconded by Mrs. Akley, the Board unanimously voted to approve the Agenda as presented.

3. Public Comment for Items Not on the Agenda

3.1 Public Comment

None.

3.2 Student Voice

None.

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4. Consent Agenda

4.1 Approval of Minutes – December 16, 2021 Special Meeting

On a motion by Mrs. Pregent, seconded by Ms. Parker, the Board unanimously voted to approve the Minutes of the December 16, 2021 Special Meeting.

5. Current Business

5.1 New Hires

No candidates were presented for hire. The Superintendent will announce two resignations under the Superintendent's Report.

5.2 Winooski Valley School Choice Approval

A document titled 'Agreement to Join the Winooski Valley & Statewide Choice of Public High School Collaborative for the 2022 – 2023 School Year Under Act 129 (SEC. 34§ 822d 2A)' was distributed.

A copy of 'The Vermont Statutes Online – Title 16: Education - (SEC. 34§ 822d 2A)' was distributed.

This form is presented to the Board (for approval) on an annual basis. Mr. Isabelle reiterated his concern that the 'money' does not follow the students, and that SHS allows 40 students to leave, but only 20 students to transfer in. Mr. Isabelle has never supported this collaborative, and will not be supporting it this year. Clarification was provided that Winooski Valley School Choice applies only to districts that have high schools. Cities/towns without high schools have school choice and pay tuition to the District. Transportation is currently offered to three 'sending school districts' that pay tuition to the District (Washington, Orange, and Chelsea), but is not provided to students attending SHS through the Winooski Valley School Choice Collaborative.

On a motion by Mrs. Akley, seconded by Mr. Boltin, the Board voted 7 to 1 to approve signing the Agreement to Join the Winooski Valley & Statewide Choice of Public High School Collaborative for the 2021 – 2022 School Year, and authorized the Board Chair to sign the document.

Mrs. Akley, Ms. Badeau, Mr. Boltin, Mr. Cecchinelli, Mrs. Farrell, Ms. Parker, and Mrs. Pregent voted for the motion. Mr. Isabelle voted against the motion.

5.3 Ratification of Teacher Collective Bargaining Agreement

A document titled 'memorandum of Understanding Between BUUSD Board Negotiating Team and BEA Negotiating Team Following Mediation 12/6/2021' was distributed.

Mrs. Akley advised that after an arduous process, the Negotiations Committee reached a tentative agreement with the BEA Negotiating Team, subject to Board approval. Mrs. Akley provided a brief overview of changes to the Collective Bargaining Agreement, and advised that the Agreement put forth for approval is a two year Agreement. Mrs. Akley answered questions from the Board.

On a motion by Mrs. Pregent, seconded by Mr. Isabelle, the Board voted 7 to 1 to ratify the Teachers' Collective Bargaining Agreement.

Mrs. Akley, Ms. Badeau, Mr. Cecchinelli, Mrs. Farrell, Mr. Isabelle, Ms. Parker, and Mrs. Pregent voted for the motion. Mr. Boltin voted against the motion.

5.4 Announced Tuition Approval

A document titled FY23 Announced Tuition was distributed. The announced tuitions are as follows; Kindergarten – \$15,645, Elementary \$15,645, Secondary \$16,082, and CVCC \$17,361.

Mrs. Perreault provided a brief overview of this process which is performed annually. Mrs. Perreault provided clarification that the 'Elementary' rate applies to grades 1 through 6 and that the 'Secondary' rate applies to grades 7 - 12.

On a motion by Mrs. Farrell, seconded by Mrs. Akley, the Board unanimously voted to approve the Annual Tuition Rates as proposed (K – 6 \$15,645 / 7 – 12 \$16,082 / CVCC \$17,361.). Mrs. Akley was not present for the vote.

5.5 FY23 BUUSD/CVCC Budget and Warning Approval

Eight documents were distributed;

Two Draft BUUSD Warnings for the March 1, 2022 Vote

A copy of the BUUSD FY23 Proposed Budget, Expense Summary – Draft 2 – 12/28/21

Two BUUSD Budget 2022 – 23, Draft 2, 01/13/22 Comparative Tax Rate Calculations documents

A copy of the CVCC District Budget Expenses – 12/28/21

A document titled FY23 Central Vermont Career Center Projected Tuition Draft

A document titled BUUSD FY23 Budget Information –01/13/22

Mrs. Spaulding advised regarding the process to approve the budgets (BUUSD and CVCC) prior to approving the Warnings.

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Mrs. Perreault provided an overview of the Warnings, noting that one reflects utilizing \$600,000 in Tax Stabilization Funds, and one using \$700,000 from the fund. The cost per pupil increase percentage goes down if more Tax Stabilization Funds are used (8.22% using \$600k, down to 7.93% if using \$700k). The drop in the equalized pupil count is a reflection of 2 years' experience. It was noted that the drop in equalized pupils (125.28) represents approximately 100 actual students. Mrs. Perreault provided an overview of the Comparative Tax Rate Calculations documents. Mrs. Perreault advised regarding how the Yield is used in setting the tax rate. Mrs. Perreault advised that the State Education Fund has \$90,000,000, and if all of those monies are used for tax relief, it will have a very positive impact on tax rates. Lengthy discussion was held, including input from Board and community members. Mrs. Perreault answered budget related questions from the Board and community members. It was noted that administrators are very involved in budget creation. It was reiterated that statute requires the ballot to contain the change in cost per equalized pupil, not the actual increase/decrease in the expenditure budget. It is anticipated that increases to staff in the SEA Program will result in overall savings, as students are moved from outplacement facilities (with high tuition rates), back to the District (the SEA Program). Mrs. Spaulding advised regarding the Projected Comparative Tax Rate Calculations, noting that when the State changes the Yield (often after the budget has been set), it impacts local tax rates. Mrs. Pregent advised that the Finance Committee will hold a working session, to work on how best to educate community members regarding the budget.

On a motion by Mrs. Akley, seconded by Mr. Isabelle, the Board voted 7 to 1 to approve an Expenditure Budget of \$53,254,319 for the Barre Unified Union School District for FY23.

Mrs. Akley, Ms. Badeau, Mr. Cecchinelli, Mrs. Farrell, Mr. Isabelle, Ms. Parker, and Mrs. Pregent Mr. Boltin voted against the motion.

Ms. Emerson provided a brief overview of the budget, noting that some salary amounts are shifting from the Perkins grant to the CVCC budget.

On a motion by Mr. Isabelle, seconded by Mrs. Farrell, the Board unanimously voted to approve an Expenditure Budget of \$3,512,050 for the Central Vermont Career Center for FY23.

The Board held discussion on the Warning, including an explanation of Special Articles IV and V, some technical issues (related to the location of the Informational Meeting), a grammatical issue (Article V), and the need to add the virtual option for the Informational Meeting. **The Warning being discussed/approved this evening is the draft that includes the use of \$700,000 from the Tax Stabilization Fund, resulting in per equalized pupil spending of \$16,551, an increase of 7.93%.**

On a motion by Mrs. Akley, seconded by Mr. Isabelle, the Board unanimously voted to approve, with the amendments as discussed, the Barre Unified Union School District Warning For March 1, 2022 Vote.

5.6 FY23 CVCC Ballot Language Approval

A copy of the BUUSD Warning for the March 1, 2022 Vote (for CVCC) was distributed.

A copy of a document titled 'This March shall the ballot on town meeting day state:'

Ms. Emerson provided an overview of the Warning, including the section pertaining to election of At-Large Board Members.

It was noted that this Warning also needs to be amended to correct the date, time, and location of the Informational Meeting, and must also include the virtual option. The meeting will be held on 02/15/22 at CVCC in Room 136 at 6:00 p.m. and will have a virtual option.

On a motion by Mr. Isabelle, seconded by Ms. Parker, the Board unanimously voted to approve, with the discussed amendments, the Barre Unified Union School District Warning For March 1, 2022 Vote.

5.7 FY23 Annual Meeting Warning Approval

A document titled Barre Unified Union School District Annual Meeting Warning For February 28, 2022 was distributed.

Brief discussion was held, including the need to add the virtual attendance option, and discussion on how to confirm that those voting at the meeting are registered voters. It was noted that the City/Town Clerks should have updated checklists by 02/28/22 and should be able to confirm voter registration. The City and Town Clerks will be contacted regarding this matter.

On a motion by Mrs. Farrell, seconded by Mrs. Pregent, the Board unanimously voted to approve, as amended, the Barre Unified Union School District Annual Meeting Warning For February 28, 2022.

5.8 First Reading Access Control Policy (F25)

Copies of all policies referenced in Agenda Items 5.8 through 5.12 were distributed.

Discussion postponed until the next Regular Board meeting.

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5.9 First Reading Fiscal Management and General Financial Accountability Policy (F20)

Discussion postponed until the next Regular Board meeting.

5.10 First Reading Electronic Surveillance Policy (F26)

Discussion postponed until the next Regular Board meeting.

5.11 First Reading Complaints About Personnel Policy (B22)

Discussion postponed until the next Regular Board meeting.

5.12 First Reading Firearms Policy (C5)

Discussion postponed until the next Regular Board meeting.

5.13 Special Board Meeting January 19, 2022

Brief discussion was held and it was agreed to hold the meeting virtually. Mrs. Marold will provide the Board with the list of questions used by the Hiring Committee, and the Board may identify additional questions as well. Mrs. Marold may also provide some alternative questions. Documentation from Mrs. Marold will be provided on 01/14/22, and will also include results from the Community Forum. The Board agreed to discuss 'Board Questions' in the Special Meeting, prior to starting the interview.

6. Old Business

6.1 Enrollment/Home Study Update

A copy of the District Enrollment/Staffing Report for January 2022 was distributed.

A copy of the Home Study Report (AOE provided data) Report was distributed.

It was noted that last year, the District was held harmless regarding student counts, and this year is impacted by the brunt of two years of declining enrollment. The lower pupil count has a negative impact on the budget (per pupil cost increase percent). Mr. Hennessey advised that currently, there are no students outplaced for grades k – 4. It is hoped that the District will be able to move some middle school students from outplacement to the SEA Program. It was noted that the cost for outplacement is much higher than the cost to serve students within the District. The report indicates a decrease of 7 SEA students (from December 2021 to January 2022).

Mr. Hennessey is not aware of this decrease in student counts at SEA and will investigate and report back to the Board (via e-mail). It was suggested that the Board promote the savings associated with moving students from outplacement to the SEA Program.

Mrs. Pregent advised that the next Finance Committee meeting will be a 'working session', with the Committee discussing how best to communicate/inform community members regarding the FY23 Budget.

6.2 COVID Update

Mr. Hennessey advised that schools in Vermont are in the midst of a crisis resulting from the spread of the Omicron variant. The District is in a day-to-day/hour-to-hour struggle to keep the schools open. The past two weeks have been very challenging.

Mr. Hennessey lauded administrators, staff, and parents for their care and understanding during this difficult time. The District did reach a breaking point and had to close the schools this past Tuesday. Tomorrow, 01/14/22 BCEMS will need to close grades 3, 7, and 8 due to staffing shortages. Notifications have gone out to parents. Remote learning will not be an option for these students.

New guidance has been received from the AOE regarding contact tracing. Communication to families is much different under the new protocol and contact tracing is no longer being conducted. The new protocol involves the District notify parents if a child in their child's classroom has tested positive. Schools will begin to be covid test distribution centers, but there is currently a shortage of test kits. The AOE has advised that as of 01/18/22, there will be enough kits distributed to schools to satisfy the need for the next couple of weeks. Families will be notified regarding how to obtain tests (if their child has been exposed). The District has ordered 2000 KN95 masks. These masks will be reserved for faculty and staff. The District hopes to order more so that they can be distributed to older students, but there are currently availability issues. Mr. Hennessey applied to the AOE for a waiver for the recent closure, and hopes that that closed day will be excused. Mr. Hennessey hopes to have an update (regarding next week) tomorrow. Vaccination and absenteeism statistics (for students and staff) will be included in Friday's update.

7. Reports

7.1 Superintendent Report

A copy of the Superintendent's Report, dated January 12, 2022 was distributed.

In addition to the Report, Mr. Hennessey announced the retirement of Jim Willis (SHS Math Interventionist), and resignation of Clifton Long, (CVCC HVAC Instructor) as he has accepted a position in another district.. Both resignations are effective 06/30/22.

Mr. Willis and Mr. Long were thanked for their service and wished well in their future endeavor.

7.2 Building Reports: SHS, CVCC, BCEMS, and BTMES

Copies of the Buildings Reports were distributed.

Mr. Hennessey congratulated Elizabeth Howard for being named the BTMES Student of the Month.

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7.3 Communications Committee

Minutes from the January 6, 2022 meeting were distributed.

Due to emergent COVID matters, the meeting was postponed shortly after it was called to order.

The next meeting is Thursday, February 3, 2022 at 5:30 p.m. at the BUUSD Central Office and via video conference.

7.4 Finance Committee

Minutes from the January 4, 2022 meeting were distributed.

Mrs. Pregent advised she had nothing to add to the Minutes, but reported that Mrs. Perreault just advised her that the State has provided an updated pupil count. This change in pupil count will require that the ballot and Warning be modified to reflect a new cost per equalized pupil and new increase percentage. The Warnings will be modified and approved at the 01/19/22 Special Meeting.

The next meeting is Tuesday, February 1, 2022 at 5:30 p.m. at the BUUSD Central Office and via video conference.

7.5 Facilities & Transportation Committee

Minutes from the January 10, 2022 meeting were distributed.

Mr. Isabelle advised that Committee discussion included; bus transportation (discussion on this topic will continue), and updates on electric buses, storm water run-off mitigation, and the ESSER grant application.

The next meeting is Monday, February 14, 2022 at 5:30 p.m. at the BUUSD Central Office and via video conference.

7.6 Policy Committee

Minutes from the December 20, 2021 meeting were distributed.

Ms. Parker advised that the Committee approved five policies for First Readings. Board level discussion will need to be held regarding the Fiscal Management Policy (F20).

Legal Counsel, Pietro Lynn will be in attendance at the January meeting to discuss use of the Implementation Sections of VSBA Model Policies.

The next meeting is Monday, January 17, 2022 at 5:30 p.m. at the BUUSD Central Office and via video conference.

7.7 Curriculum Committee

The December 28, 2021 meeting was cancelled.

The next meeting is Tuesday, January 25, 2022 at 5:30 p.m. at the BUUSD Central Office and via video conference.

7.8 Negotiations Committee

Mrs. Akley advised that the most recent negotiations have ended and there is no further update.

The next meeting date is to be determined.

8. Other Business/Round Table

Mr. Isabelle echoed Ms. Parker's sentiment that it is enlightening to see the 'good news' in the Building Reports. Mr. Isabelle welcomed Mr. Cecchinelli back to the Board, and lauded Ms. Emerson and her team for the work they've done at the Career Center. Mr. Isabelle encourages individuals to visit the tech center classes, highlighting Clifton Long for his work at the Career Center, noting that his departure is a great loss to CVCC. Mr. Isabelle also congratulated the sports team on their successes this year, and gave a huge 'shout out' to SHS Athletic Director Natalie Soffen, and BTMES Student of the Month, Elizabeth Howard.

Mrs. Pregent acknowledged and thanked Mrs. Poulin for her assistance keeping the Board 'above board', noting appreciation for her 'wealth of knowledge'. Mrs. Pregent also thanked Dave Delcore for keeping the Board up to date on legislation.

Mr. Cecchinelli advised it's nice to be back on the Board. Mr. Cecchinelli advised that serving on the Board is a 'give and take' situation, noting that this evening he missed his 9th grader's performance at SHS.

Ms. Parker voiced concern regarding the school calendar, noting that next week; some SHS students may only receive 2 academic days. Ms. Parker would like future calendar planning to minimize the 'stacking' of too many days off in a given week.

Ms. Badeau thanked Mr. Hennessey for creation of the videos and e-mail communications.

Mrs. Spaulding thanked Mrs. Perreault and Business Office staff for their efforts in the budget season, which is a lengthy process that begins in August. Mrs. Perreault is a huge asset of the District. Mrs. Spaulding also thanked all the community members who are attending and participating in meetings.

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9. Future Agenda Items

The Agenda for the 01/19/22 Special Meeting will include;

- Warnings for BUUSD Votes (Update)
- Superintendent Interview

The Agenda for the 01/27/22 Regular Meeting will include;

- New Hires
- First Readings of Policies F25, F20, F26, B22, and C5
- COVID Update

FY23 Budget Communication – Add to Parking Lot for the February Agenda

Enrollment/Home Study Update – Add to Parking Lot. Move to be a quarterly report – no ‘start month’ was announced.

It was announced that Consent Forms for Board candidates are due to the City/Town Clerks by 1/31/22. Consent forms can be found on the City/Town Clerk web sites.

10. Next Meeting Date

There is a Special Meeting on Wednesday, January 19, 2022 at 5:30 p.m.

The next Regular Board Meeting is Thursday, January 27, 2022 at 5:30 p.m. at the BUUSD Central Office and via video conference.

11. Executive Session as Needed

11.1 Superintendent Evaluations

The Superintendent’s Evaluation was proposed for discussion in Executive Session.

On a motion by Mrs. Akley, seconded by Mrs. Pregent, the Board unanimously voted to enter into Executive Session, at 8:22 p.m. under the provisions of 1 VSA section 313 to discuss the item proposed for discussion.

The remaining information was provided by the Board Clerk.

On a motion by Mrs. Farrell, seconded by Mrs. Pregent, the Board unanimously voted to exit Executive Session at 9:35 p.m.

12. Adjournment

On a motion by Mrs. Pregent, seconded by Mr. Boltin, the Board unanimously voted to adjourn at 9:37 p.m.

Respectfully submitted,
Andrea Poulin

**BARRE UNIFIED UNION SCHOOL DISTRICT # 097
POLICY****CODE: F 25****1ST READING: 1/13/2022****2ND READING:****ADOPTED:**

ACCESS CONTROL**Policy**

It is the policy of the Barre Unified Union School District (BUUSD) to provide a safe environment for students and employees while facilitating access to school buildings, premises and equipment by authorized users. The safety and security of the district's physical space and assets is a shared responsibility of all members of the BUUSD School District. This policy addresses the design and management of access-control systems and measures to ensure consistency in implementation.

The District shall establish access control procedures to address the design, administration and management of access control systems and measures. Access-control privileges shall be determined and assigned by the Superintendent or designee based on the specific needs and requirements of the District and the electronic identification/access badge.

1ST READING: 5/9/2019
2ND READING: 6/13/2019
ADOPTED: 6/13/2019

FISCAL MANAGEMENT AND GENERAL FINANCIAL ACCOUNTABILITY

1. POLICY

It is the policy of the Barre Unified Union School District (BUUSD) (Barre Town, Barre City and Spaulding High School Union Districts, and Central Vermont Career Center) to manage its financial affairs using generally accepted accounting practices, providing appropriate accountability, and assuring compliance with guidelines published by the Agency of Education.

2. ADMINISTRATIVE RESPONSIBILITIES

With the advice and consent of the Auditor of Accounts and the Secretary of Education, the Superintendent shall establish and maintain an accrual system of accounting for the proper control and reporting of school district finances and for stating the financial condition of the School Districts.

Guidelines

1. The approved budget will be the spending plan for the year. The Superintendent or his or her designee is authorized to make commitments on behalf of the organization. Expenditures in excess of ~~\$15,000~~ **\$150,000** require approval by the Board. The Superintendent shall assure that the district does not materially deviate from the approved spending plan, and shall notify the Board of significant overages in spending or significant reduction in revenue that might threaten adherence to the annual budget plan for the year.
2. The Superintendent or designee shall arrange with the BUUSD Board an annual audit of accounts by a certified public accountant.
3. The Superintendent shall be responsible for establishing a system of appropriate internal controls for the handling of all financial obligations and all funds and accounts.
4. The Superintendent or designee shall provide regular information to the board regarding the status of the organization relative to expenses and revenues according to a schedule established by the Board.
5. The Board shall, annually, authorize the Superintendent or his/her designee to “examine claims against the district for school expenses and draw orders for such as shall be allowed by it payable to the party entitles thereto.”
6. The bidding requirements of 16 V.S.A. §559 will be followed by the Board and its designees.

**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: 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.

**BARRE UNIFIED UNION SCHOOL DISTRICT #097
POLICY****CODE: F26****1ST READING: 1/27/2022****2ND READING:****ADOPTED:**

ELECTRONIC SURVEILLANCE**Policy**

The BUUSD recognizes the value of electronic surveillance for monitoring activity on school property. It is the policy of the Barre Unified Union School District (BUUSD) to use passive electronic surveillance to assist with the safety and security of the school community.

All video recording is subject to District policies and state and federal law, including the provisions of the Family Education Rights and Privacy Act (FERPA).

Use

Electronic surveillance is used to deter crime and enforce violations of the District's rules and policies, as well as state and federal law. Security devices and measures such as, but not limited to, video cameras, motion detectors and alarms may be installed in any or all school buildings, or in school transportation vehicles to protect school property. Outside lighting and/or video surveillance devices may be installed and maintained at each school building to provide illumination and observation of the immediate grounds.

Camera Placement

The security camera system will be installed in public areas only. These areas may include school buses, grounds, athletic areas, exterior entrances or exits to school buildings, stairwells, corridors, cafeterias, and lobbies. Security camera usage is prohibited in any space where there is a reasonable expectation for privacy, such as restrooms, locker rooms, private offices, and nurse's offices.

Security

Only a designated employee or agent of the BUUSD will install surveillance cameras. Only designated school officials shall have access to the camera equipment and software. Only these school officials shall handle the software or copies of video segments. Video copies shall be stored in a secure area until the end of the current school year, or until the statute of limitations has been reached for a specific policy or law. Video copies may never be sold, publicly viewed or distributed in any other fashion except as approved for by this policy and state and federal law.

Viewing of Live Video

Video monitors used to view live video should not be located in a position that enables public viewing. Live video may only be viewed by school administrators, school officials, school staff members, or school resource officers with a legitimate need, as required by their position

and role. This also includes employees or agents responsible for the technical operations of the system (for technical purposes only).

Video Recordings

Video recordings may only be viewed by school administrators, school officials, or school staff members with a direct involvement with the recorded contents of the specific video recording. This also includes employees or agents responsible for the technical operations of the system (for technical purposes only). Law enforcement personnel and parents and guardians may be permitted to view video recordings on a case-by-case basis, consistent with the requirements of state and federal law.

Use of Video Recordings for Disciplinary Action

Video recordings may be used as a basis for disciplinary action consistent with District policies and state and federal law.

Retention of Video Recordings

A copy of a video recording shall be made and maintained until resolution of an incident which results in a long-term suspension, student injury, or there is a prospect of a legal claim against the district. The copy of the video recording shall be sent to the Superintendent or designee to be kept in a secure location. The district shall comply with all applicable state and federal laws related to record creation, retention, and destruction.

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

CODE: B 22

1ST READING: 1/13/2022

2ND READING:

ADOPTED:

COMPLAINTS ABOUT PERSONNEL ~~& INSTRUCTIONAL MATERIALS~~

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 are free from unnecessary, spiteful, or unjustified criticism or complaint. 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), Prevention of Sexual Harassment as Prohibited by Title IX (C12), and Selection of Instructional Materials and Sensitive Issues (D32).

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.

Appeals 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.

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

CODE: C 5

1ST READING: 01/13/2021

2ND READING:

ADOPTED:

FIREARMS

Policy

It is the policy of the Barre Unified Union School District (BUUSD) to comply with the federal Gun Free Schools Act of 1994 and state law requiring school districts to provide for the possible expulsion of students who bring firearms to or possess firearms at school. It is further the intent of the board to maintain a student discipline system consistent with the requirements of the federal Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act and the Vermont State Board of Education rules.

Definitions

For the purposes of this policy, the terms “firearm” “school” and “expelled” shall be defined consistent with the definitions required by state and federal law.

Sanctions

Any student who brings a firearm to school, or who possesses a firearm at school shall be referred to local law enforcement and brought by the superintendent to the school board for an expulsion hearing.

A student found by the school board after a hearing to have brought a firearm to school shall be expelled for at least one calendar year. However, the school board may modify the expulsion on a case-by-case basis when it finds circumstances such as, but not limited to:

1. The student was unaware that he or she had brought a firearm to school.
2. The student did not intend to use the firearm to threaten or endanger others.
3. The student is disabled and the misconduct is related to the disability.
4. The student does not present an ongoing threat to others and a lengthy expulsion would not serve the best interests of the pupil.

At the discretion of the school board and administration, an expelled student may be afforded limited educational services at a site other than the school during the period of expulsion under this policy.