



Barre Unified Union School District
Spaulding High School
Central Vermont Career Center
Barre City Elementary and Middle School
Barre Town Middle and Elementary School

Chris Hennessey, M.Ed.
Superintendent of Schools

A rock solid education for a lifetime of discovery

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MEMORANDUM

TO: **Barre Unified Union School District Policy Committee**
Chris Parker - Chair, Alice Farrell - V. Chair, Giuliano Cecchinelli II, Tim Boltin, Jon Valsangiacomo, Thomas Kelly

DATE: October 12, 2022

RE: BUUSD Policy Committee Meeting
October 17, 2022 @ 6:00 p.m.
In-Person: Spaulding High School Library, 155 Ayers St, Barre
Remote Options: Meeting Link: meet.google.com/dmf-dowp-dyg
Phone: (US)+1 929-266-2537 PIN: 179 047 596#

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. Additions/Changes to Agenda
3. Public Comment
4. Approval of Minutes
 - 4.1. Meeting Minutes of August 15, 2022
5. New Business
 - 5.1. BUUSD Policy Index Review
 - 5.2. VSBA Policy Index Review
 - 5.3. Admission of Resident Students (C31)(Consider)(VSBA Removed)
 - 5.4. Eighteen Year-Old Students (C32)(Consider)(VSBA Removed)
 - 5.5. Electronic Surveillance (F26) (Recommended)
 - 5.6. Public Participation at Board Meetings (A21) (Recommended)
 - 5.7. Policy on Nondiscriminatory Mascots and School Branding (F2) (Required) (New-VSBA)
 - 5.8. STI and Pregnancy Prevention Policy (C43) (BUUSD Policy; not VSBA Policy)
6. Old Business
 - 6.1. Use of Restraint and Seclusion Policy (C70 - New) (Recommended - Replaces C34)
7. Other Business
8. Items for Future Agenda

9. Next Meeting Date: October 17, 2022, 6:00 pm, SHS Library or via Google Meet
10. Adjournment

Parking Lot of Items:

- A. Student Distribution of Literature (C27) (Recommended) (VSBA Change 10/03/22)
- B. Students Who Are Homeless (C13) (Required) (VSBA Change 9/12/2022)
- C. Notice of Non-Discrimination (A22) (Recommended) (VSBA Change 9/12/22)
- D. Title I, Part A: Parent and Family Engagement (E1) (Required)
- E. School Visits by Board Members (A33)(Consider)(VSBA Removed)
- F. Board Relations with School Personnel (A34)(Consider)(VSBA Removed)
- G. Selection of Instructional Materials (D32)(Consider)(VSBA Removed)
- H. Communicable Disease Mitigation Measures for Students and Staff (F27) (Recommended) (VSBA New Replaces F33)
- I. Selection of Library Materials (D22) (Recommended) (VSBA Change Replaces D31)

Under Review by VSBA

- A. Student Drugs and Alcohol (C2) (Required)
- B. Student Conduct and Discipline (C20) (Recommended)
- C. English Learners (C4) (Required)
- D. Interscholastic Sports (C24) (Recommended)
- E. Student Clubs & Activities (Secondary) (C23) (Recommended)
- F. Educational Support System (D21) (Recommended)
- G. Transgender and Gender Nonconforming Students (C28) (Recommended)
- H. Student Medication (C30) (Consider)
- I. Student Assessment (C33) (Consider)
- J. School-Community Relations (E30) (Consider)
- K. Visits by Parents, Community Members or Media (E32) (Consider)
- L. *Staffing and Job Descriptions (B30) (Consider) (Not adopted By BUUSD Dec. 2020)*
- M. *Educator Supervision & Evaluation: Probationary Teachers (B31) (Consider) (Not adopted By BUUSD Dec. 2020)*
- N. *Personnel Files (B32) (Consider) (Not adopted By BUUSD Dec. 2020)*
- O. *Student Activities Elementary (C22) (Not adopted By BUUSD)*
- P. *Selection of Instructional Materials and Sensitive Issues (D32) (VSBA Removed 8/2022. Under review again)*
- Q. *Fiscal Management & General Financial Accountability (F20) (Bd Adopted 5/2022; VSBA under review again)*
- R. *Financial Reports and Statements (F21) (VSBA under review; not BUUSD Policy)*

BOARD/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 POLICY COMMITTEE MEETING

Spaulding High School Library and Via Video Conference – Google Meet
August 15, 2022 – 6:00 p.m.

MINUTES

COMMITTEE MEMBERS PRESENT:

Chris Parker, Chair (BT)
Giuliano Cecchinelli, II, Vice Chair (BC)
Tim Boltin (BC)
Alice Farrell (BT)
Thomas Kelly (BC Community Member)
Jon Valsangiacomo – (BT Community Member)

COMMITTEE MEMBERS ABSENT:

OTHER BOARD MEMBERS PRESENT:

Nancy Leclerc
Terry Reil
Sonya Spaulding

ADMINISTRATORS AND STAFF PRESENT:

Chris Hennessey, Superintendent
Luke Aither, SHS Co-Principal
Pierre Laflamme, BCEMS Principal

GUESTS:

Andy McMichael William Toborg

1. Call to Order

The Chair, Ms. Parker, called the Monday, August 15, 2022, meeting to order at 6:00 p.m., which was held at the Spaulding High School Library and via video conference - Google Meet.

2. Additions and/or Deletions to the Agenda

None.

3. Public Comment

Mr. Toborg is questioning the Transgender and Gender Nonconforming Policy (C28), advising that he is of the opinion that the current policy opens up the District to lawsuits. Mr. Toborg would like to see the policy reviewed and revised. Ms. Parker advised that this VSBA recommended policy is currently under review by the VSBA and revisions may be presented when VSBA has completed their review.

4. Approval of Minutes

4.1 Approval of Minutes – May 16, 2022 Policy Committee Meeting

On a motion by Mrs. Farrell, seconded by Mr. Cecchinelli, the Committee unanimously voted to approve the Minutes of the May 16, 2022 Policy Committee Meeting.

5. New Business

5.1 Review of BUUSD Policy Manual Index

A copy of the BUUSD Policy Manual Index (dated 08/11/22) was distributed.
There were no questions from the Committee and no discussion was held.

5.2 VSBA Policy Index Review

A copy of the VSBA Model Policy Index was distributed.
A document titled ‘VSBA Policy Work – BUUSD Status – Updated 08/11/22’ was distributed.
Mrs. Farrell queried regarding how the VSBA selects policies to review (based on changes to laws, a cyclical schedule etc...)

5.3 VSBA Updates for Policy Changes

Ms. Parker and Mr. Hennessey have been in communication with Sandra Cameron of the VSBA. Ms. Parker reported that the VSBA web site has a section on policies that were removed and that section contains links to advise the reason for removal of the policy.

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Under the section of recently changed policies, the date of the change is present, but there is no link to documentation that supports the changes. Ms. Parker advised that some of the changed policies have editing indicators (underline, strike-through, highlighting etc...) but there does not seem to be consistency regarding editing that identifies changes. Ms. Parker has asked if VSBA could add a link to documents that support the reasons for policy changes. Mr. Hennessey advised that he will be in contact with Ms. Cameron prior to each Committee meeting, so that he can obtain additional information and clarification on VSBA policies the Committee will be reviewing.

5.4 Substitute Teacher Policy (B1) Required (VSBA Changed)

Copies of the BUUSD current policy and the VSBA amended policy were distributed.

This is a required policy that the VSBA recently amended. Policies labeled as required, are required by statute. Ms. Parker queried regarding the removal of (on the BUUSD version of the policy) the section pertaining to training for prevention, identification, and reporting of child sexual abuse, as required by law. This information was not deleted; it was moved to the portion labeled Administrative Responsibilities, which is consistent with the VSBA Model Policy. Mr. Toborg queried regarding the 30 calendar day clause. Mr. Aither advised that statute states 30 consecutive calendar days, not student days. Brief discussion was held regarding the frequency and process for filling known lengthy absences. In response to a query regarding 'packets of information....defined by the principals', it was clarified that that line pertains to classroom information packets (e.g. substitute plans), created by classroom teachers, not required training. In response to a concern that last year, returning substitutes did not receive the required substitute training on reporting of child sexual abuse etc..., Mr. Hennessey advised that the District is working on that within the confines of the challenges of finding substitutes. Brief discussion was held, including an explanation of what constitutes substitute plans, and the Committee agreed to amend the policy to provide clarity on classroom information packets (substitute plans) created by teachers. This change in non-substantive and does not require review by legal counsel.

On a motion by Mrs. Farrell, seconded by Mr. Cecchinelli, the Committee agreed to amend the policy as discussed and to present a First Reading to the Board.

5.5 Title I, Part A: Parent and Family Engagement Policy (E1) Required (VSBA Changed)

Copies of the BUUSD current policy and the VSBA amended policy were distributed.

Mr. Hennessey advised that this policy has a significant number of changes (from 1 page to 11 pages in length). The policy was written by the AOE in conjunction with VSBA, who worked extensively on it for the past year. Mr. Hennessey would like the committee to have time to review the policy and recommends having the policy put in the BUUSD format and have it distributed well in advance of the September meeting. Mr. Hennessey stressed the importance of parent and family engagement and advised he wants to assure that the policy is written 'right'. Mrs. Farrell advised that she believes there is a lot of procedural verbiage in the policy. Ms. Parker queried regarding who will be completing the highlighted sections, which could greatly increase the length of the policy. Mr. Cecchinelli queried regarding the Special Rule referenced on the last page of the policy. Mr. Aither advised that the District currently has Policy E1, and it will need to be amended to be in compliance with the VSBA Model Policy. Mr. Hennessey noted that Sandra Cameron (VSBA) advised that the work performed (by the AOE and VSBA) on this policy was done to assure alignment with Federal requirements and reiterated the need for the District to spend time reviewing the policy. Discussion was held regarding whether or not to keep 'procedures' in the policy, and whether or not a School-Parent Compact exists and/or if it is expired. In response to a query from Mrs. Leclerc, it was noted that many sections that need to be added in to the policy are procedurally heavy. It was noted that administrators are responsible for writing procedures and that type of work is not normally reviewed by this Committee. Mrs. Farrell queried regarding whether or not lack of this policy will impact Title I funding. Mr. Hennessey advised that as long as the District has a Policy E1, and it does, (noting that this policy, which is fairly 'hot off the presses'), he believes the District is fine. Mrs. Farrell reiterated that the policy is mandatory for LEAs and schools receiving Title I funds and queried regarding any deadline defined by the Federal Government. Mr. Hennessey is not aware of any deadline. Mrs. Poulin reminded the Committee that VSBA separates procedures using a different coding structure and has advised that if procedures are in a policy, it is because it is legally required, and the Board had agreed to keep policies as written by the VSBA. Mrs. Poulin is concerned that procedural items in this policy may be there because it is a legal requirement, and removal might put the District out of compliance. Mr. Hennessey believes the key thing is to determine what is procedural and what is policy. Ms. Parker advised regarding an e-mail from VSBA which includes resources that can be referred to when administrators are reviewing this policy.

On a motion by Mrs. Farrell, seconded by Mr. Cecchinelli, the Committee unanimously voted to table discussion of Policy E1 until the October 2022 Committee meeting.

5.6 Role and Adoption of School Board Policies Policy (A30) Consider (VSBA Changed)

Copies of the BUUSD current policy and the VSBA amended policy were distributed.

This policy was updated by VSBA in October of 2021. The amended policy is mainly comprised of formatting changes. It was noted that the definition of 'Policies' was amended. The section labeled Policy Adoption also has a slight change. Brief discussion was held regarding any need to adopt the amended version. Mr. Valsangiacomo believes the definition of 'policy' is much tighter in the new VSBA version.

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On a motion by Mr. Cecchinelli, seconded by Mr. Valsangiacomo, the Committee unanimously voted to present the Board with a First Reading of Policy A30, as amended by VSBA.

5.7 Board member Education Policy (A31) Consider (VSBA Changed)

Copies of the BUUSD current policy and the VSBA amended policy were distributed.

This policy was amended by VSBA in January 2021.

It was noted that the amended version includes a section pertaining to training for the Board Chair and Superintendent.

Mrs. Spaulding advised regarding her experiences with past training. Mr. Aither noted that the first section of the policy pertains to training for all board members. Brief discussion was held regarding the section that provides examples of training and the Committee agreed to make minor revisions to that section.

On a motion by Mr. Cecchinelli, seconded by Mrs. Farrell, the Committee unanimously voted to amend the Policy A31 as discussed and to present a First Reading of Policy A31 to the Board.

5.8 Electronic Surveillance Policy (F26) Recommended

A copy of the BUUSD policy was distributed.

Mr. Aither advised that since the recent adoption of this policy, the Career Center is no longer part of the District, even though they continue to occupy an entire wing of the building. The policy currently in place prevents Career Center personnel from viewing live video and video recordings. Brief discussion was held regarding Mr. Toborg's suggestion that Board Members be allowed to view videos. Mr. Aither has two suggestions on how the policy can be amended to address this issue; #1. Abide by the policy as written and do not allow appropriate CVCCSD personnel to view live feeds or video recordings, and possibly allow them to install their own cameras, so long as those cameras do not take video of SHS students and #2. Amend the current policy (after discussion and approval by legal counsel) to allow the appropriate CVCCSD personnel to view live video and video recordings that include CVCCSD students. Mr. Aither advised regarding the extensive camera coverage throughout the campus, and clarified that an amendment to the policy would allow only authorized CVCCSD personnel access, no access would be granted to personnel from sending districts. Mr. Aither advised that until the policy is amended, CVCCSD camera live feeds will not be available to CVCCSD personnel, though authorized SHS personnel will continue to have access to those feeds and videos. In response to a query from Mr. Cecchinelli, Mr. Aither advised that removal of CVCCSD personnel access to live feeds does not pose a safety risk. Mr. Hennessey advised that the District will reach out to legal counsel (tomorrow 08/16/22), regarding an amendment to the policy. Mrs. Farrell queried regarding the impact of the District continuing to allow CVCCSD personnel access to live feed and recordings. Mr. Aither advised that the District would be in violation of its own policy. Mrs. Farrell advised that this policy change should also be presented to the CVCCSD Board.

The Committee agreed to contact legal counsel as discussed, and to table discussion of Policy F26 until the September Committee meeting.

In response to a query, Mr. Hennessey advised that there are no other policies that would require changes due to the departure of CVCC from the BUUSD.

In response to a query, Mr. Aither advised regarding the difference between a school official and a school administrator.

6. Old Business

6.1 Policy on Section 504 and ADA Grievance Protocol for Students and Staff (C14) Required

A copy of the draft BUUSD policy was distributed.

Mr. Aither advised that administrators met and it was determined that he will be the District's Grievance Coordinator. Mr. Aither has not yet updated the policy, or the existing Grievance Form (an attachment to the policy), as discussed at the last meeting. Mr. Kelly noted that the previous minutes reflect that the policy and grievance form were to be amended and presented to the Committee with amendments (for review and approval), and queried the inclusion of this item on the agenda without the agreed upon amendments. Mr. Aither advised that this is a required policy that is currently not in place. Mr. Aither noted that there are procedures in place. Ms. Parker queried regarding how the Committee wishes to proceed. Brief discussion was held regarding the inclusion of the name and contact information of a specified Grievance Coordinator. Mr. Aither suggested that if the contact name and contact information were included on the Grievance Form, that would satisfy requirements. Mr. Aither advised that he can amend the Grievance Form tomorrow and have it included with the policy for presentation to the Board. Mr. Cecchinelli requested that the policy be written in the correct/standard font. The Committee had originally agreed to review the amended documents prior to presentation to the Board, but there is concern that this required policy needs to be in place as soon as possible.

On a motion by Mr. Cecchinelli, seconded by Mr. Valsangiacomo, the Committee unanimously voted to bring a First Reading of Policy C14, with the discussed changes, to the Board at the 08/25/22 Board meeting.

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6.2 Use of Restraint and Seclusion Policy (C70 – New) Recommended – Replaces C34)

Copies of the current BUUSD Policy C34 and VSBA Policy C70 were distributed.

Mr. Hennessey advised that policy C70 is basically the same as policy C34, and just the policy code is changed. Brief discussion was held and it was noted that Policy C34 contains verbiage for definitions, and policy C70, contains hyper-links to the same information. Policy C70 is classified as a ‘recommended’ policy. Policy C34 was classified as a ‘to be considered’ policy.

As C70 is a new policy, it will require approval by the Board (First and Second Readings). After Policy C70 is adopted, policy C34 needs to be rescinded. Mr. Kelly believes the Committee should review the final formatted copy of C70 prior to presenting it to the Board.

The Committee unanimously agreed to have a properly formatted version of Policy C70 presented at the September Committee meeting.

6.3 Procedure Development Update

Mr. Aither advised that the Procedure Development Committee did not meet over the summer. Administrators were working on updating handbooks, which do contain procedures. Mr. Aither doesn’t believe any traction has been lost, and advised that the Committee will pick back up where they left off in the spring. Ms. Parker queried regarding any benefit that might be gained by linking the handbooks to the Policy/Procedure web page. Mr. Aither has concern that students/parents might be misled or confused by including too much information on one page of the site. It was agreed that a better option would be to have a statement on the Policy/Procedure page, directing students/parents to view individual school sites for additional information.

7. Other Business

Mr. Valsangiacomo queried regarding the use of ‘Chat’ during meetings as not all meeting participants have access to the feature.

Mr. Valsangiacomo suggested that the Chat feature be disabled. At Board meetings it is usually announced that the chat feature is not being monitored or responded to.

8. Future Agenda Items

There are a number of policies currently under review by VSBA, but it is not known when they will complete their review.

Mr. Cecchinelli suggested that the Committee review Policy A21 Public Participation at Board Meetings. Mr. Cecchinelli advised that the Vermont League of Cities and Towns has a similar policy that covers a lot more and he would like the Committee to review the VLCT policy.

September:

- C70 - Use of Restraint and Seclusion Policy - Recommended – Replaces C34)
- C31 – Admission of Resident Students Policy (VSBA Removed) (from Parking Lot)
- C32 - Eighteen Year-Old Students Policy (VSBA Removed) (from Parking Lot)
- A33 – School Visits By Board Members Policy (VSBA Removed) (from Parking Lot)
- A34 – Board Relations with School Personnel Policy (VSBA Removed) (from Parking Lot)
- D32 – Selection of Instructional Materials Policy (VSBA Removed) (from Parking Lot)
- E32 - Visits by Parents, Community Members or Media Policy
- F26 – Electronic Surveillance Policy
- A21 – Public Participation at Board Meetings Policy

October:

- E1 - Title I, Part A: Parent and Family Engagement Policy (E1) Required (VSBA Changed)

9. Next Meeting Date

The next meeting is Monday, September 19, 2022 at 6:00 p.m. at the Spaulding High School Library and via video conference.

10. Adjournment

On a motion by Mrs. Farrell, seconded by Mr. Kelly, the Committee unanimously agreed to adjourn at 7:31 p.m.

Respectfully submitted,

Andrea Poulin

		10/12/2022		BARRE UNIFIED UNION SCHOOL DISTRICT POLICY MANUAL INDEX						
	76	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	5/26/2022	7/14/2022			
	A21	3/3/2020	5/18/2020	Public Participation at Board Meetings	Recommend	9/12/2019	10/10/2019	Giuliano requested review; to Cmt 9/19/22 Mtg canceled, to cmt 10/17		
	A22	8/30/2020	11/12/2020	Non-Discrimination	Recommend	12/17/2020	1/14/2021	VSBA Changes 9/12/22	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	10/16/2021	1/11/2022	Role and Adoption of School Board Policies	Consider	8/25/2022	9/22/2022		A1	
	A31	11/6/2021	1/11/2022	Board Member Education	Consider	8/25/2022	9/22/2022			
	A33	3/25/2009	9/12/2019	School Visits By Board Members	Consider	9/12/2019	10/10/2019	VSBA Removed.		
	A34	3/25/2009	9/12/2019	Board Relationships With School Personnel	Consider	9/12/2019	10/10/2019	VSBA Removed.		
Adopted	11									
B				PERSONNEL						
	B1	10/11/2019	12/10/2020	Substitute Teachers	Required	8/25/2022	9/22/2022		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	
	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 Recruitment, Selection, Appointment, & Background Check	Recommend	1/28/2021	2/11/2021	2/11/21 Adopted by Board - To Cmt 12/20 - Lawyer Vetted. Reported info to Sonya as vetted no changes 1/4/22		
	B21	3/3/2020	5/18/2020	Professional Development	Recommend	7/22/2021	8/12/2021		D2	
	B22	3/3/20	3/11/2021	Complaints About Personnel	Recommend	1/27/2022	2/10/2022			
	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	10									
C				STUDENTS						
	C1	10/11/2019	6/2/2020	Student Records	Required	4/28/2022	5/12/2022		F5	
	C2	12/3/2015	5/18/2020	Student Drugs & Alcohol	Required	5/9/2019	6/13/2019	VSBA Under Review.	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	VSBA Under Review.	F19	
	C5	12/9/2020	12/11/2020	Firearms	Required	1/27/2022	2/10/2022		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	4/28/2022	5/12/2022		F25	
	C8	10/11/2019	6/2/2020	Pupil Privacy Rights	Required	4/28/2022	5/12/2022		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	VSBA Changes 9/12/2022		
	C14	1/31/2022	2/21/2022	Policy on Section 504 and ADA Grievance Protocol for Students and Staff	Required	8/25/2022	9/8/2022			
	C20	3/3/2020	6/2/2020	Student Conduct and Discipline	Recommend	5/9/2019	6/13/2019	VSBA Under Review.	F1	
	C21	8/30/2020	11/2/2020	Search and Seizure of Students by School Personnel	Recommend	11/12/2020	12/3/2020		F4	
	C23	11/28/2007	3/11/2021	Student Clubs & Activities	Recommend	5/27/2021	6/10/2021	VSBA Under Review.	F33	
	C24	9/18/2013	5/18/2020	Interscholastic Sports	Recommend	5/9/2019	6/13/2019	VSBA Under Review.	F12	

		10/12/2022		BARRE UNIFIED UNION SCHOOL DISTRICT POLICY MANUAL INDEX					
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	C25	3/3/2020	6/2/2020	Admission of Non-Resident Tuition Students	Recommend	5/9/2019	6/13/2019		F14
	C27	9/18/2013	5/18/2020	Student Self-Expression and Student Distribution of Literature	Recommend	5/9/2019	6/13/2019	VSBA Changes 10/3/2022	F29
	C28	3/3/2020	12/10/2020	Transgender and Gender Nonconforming Students	Recommend	1/28/2021	2/11/2021	VSBA Under Review. In Cmt Parking Lot	
	C29	7/21/2020	9/22/2020	District Equity Policy	Recommend	6/10/2021	6/24/2021		
	C30	6/30/2008	5/18/2020	Student Medication	Consider	5/9/2019	6/13/2019	VSBA Under Review.	F6
	C31	2/10/2016	5/18/2020	Admission of Resident Students	Consider	5/9/2019	6/13/2019	VSBA Removed. To Cmt 9/19/22 - Mtg canceled, to cmt 10/17	F13
	C32	2/10/2016	5/18/2020	Eighteen Year-Old Students	Consider	5/9/2019	6/13/2019	VSBA Removed. To Cmt 9/19/22 - Mtg canceled, to cmt 10/17	F18
	C33	2/10/2016	5/18/2020	Student Assessment	Consider	5/9/2019	6/13/2019	VSBA Under Review.	F22
	C34	3/3/2020	6/2/2020	Restraint and Seclusion	Consider	5/9/2019	6/13/2019	To Cmt - 5/16/22. VSBA replacing with C70; Rescind after C70 is Adopted; Return to Cmt 9/19/22 - Mtg canceled, to cmt 10/17	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	To Cmt - 12/20 - Reviewed 12/20/21 by Cmt - no changes	F11
	C43	N/A	N/A	STI and Pregnancy Prevention Policy	Does Not Exist	6/10/2021	6/24/2021	Luke requested review - Change in wording - To Cmt 10/17/22	F31
	C44	N/A	N/A	Anti-Racism Policy	Does Not Exist			New Local Policy; has been vetted; Not VSBA - No work to be done at this time.	
	C70	1/25/22	2/21/22	Use of Restraint and Seclusion	Recommended			Changed by VSBA - Formerly C34 - To Cmt 5/16/22; Format & Return to Cmt 9/19/22 - Mtg canceled, to cmt 10/17	C34
Adopted D	30	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
	D3	8/1/2019		Acceptable Use of Electronic Resources & the Internet	Required	11/11/2021	12/2/2021	Adopted and updated on website	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
	D7	10/11/2021	11/8/2021	Special Education	Required	12/2/2021	12/16/2021		D40
	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	VSBA Under Review.	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	VSBA Changes. Replaces D31	
	D31	not indicated	6/2/2020	Selecting Library Materials	Consider	5/9/2019	6/13/2019	VSBA Removed See D22	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; To Cmt 10/11. To Cmt 12/20 - Lawyer Vetted but back on VSBA as Under Review. No change by VSBA. Board needs to approve 12/20/21 lawyer vetted policy. VSBA Removed 8/2022. Under review again	G5
Adopted E	12	SCHOOL-COMMUNITY RELATIONS							
	E1	9/24/2021	11/8/2021	Title I, Part A Parental Involvement	Required	5/9/2019	6/13/2019	VSBA Changes 9/24/21. To Cmt 8/15/22; Return to Cmt October	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.	H3
	E30	not indicated	6/2/2020	School-Community Relations	Consider	5/9/2019	6/13/2019	VSBA Under Review.	H30
	E32	8/2009	11/8/21	Visits by Parents, Community Members or Media	Consider			VSBA Under Review.	
Adopted F	3	NON-INSTRUCTIONAL OPERATIONS							
	F1	3/20/2019	5/18/2020	Travel Reimbursement Policy	Consider	5/9/2019	6/13/2019		E11
	F2	8/15/2022	9/12/2022	Policy on Non-Discriminatory Mascots and School Branding	Required			NEW VSBA Policy [8/15/22] to Cmt 10/17/22	
	F20	3/25/2009	5/18/2020	Fiscal Management & General Financial Accountability	Recommend	4/28/2022	5/12/2022		E1
	F21	2/25/2009	10/12/2022	Financial Reports and Statements	Recommend			Under Review by VSBA - Not currently a BUUSD policy	
	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 Assets	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
	F25	10/24/2019	11/8/2021	Access Control	Recommend	1/27/2022	2/10/2022		

	10/12/2022		
76	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	10/24/2019	4/19/2021	Security Cameras (Electronic Surveillance Policy)	Recommend	4/14/2022	4/28/2022	legal counsel reviewed, Luke edit aligned w/editing Protocols; To Board 1/13/2022 1st Read; Board returned to Cmt 3/21/22. No changes by Cmt back to Board 4/14/22. Board 2nd and final read 4/28/22 and adopted. Luke recommended return to Cmt to review CVCCSD. Run CVCC changes by Lawyer return to Cmt 9/19/22 - Mtg canceled, to cmt 10/17	F41
	F27	2/17/2022	2/21/2022	Communicable Disease Mitigation Measures for Students and Staff (Recommended)	Recommend			NEW VSBA Policy - will replace F33 - To Cmt: 5/16/22 - Will seek additional info and revisit at a later date. Now under changes in VSBA website.	F33
	F33	3/25/2009	5/18/2020	HIV Policy	Consider	5/9/2019	6/13/2019	To Cmt - 5/16/22. VSBA replacing with F27; Rescind after F27 is Adopted; Will seek additional info and revisit at a later date. VSBA removed see F27.	F32
	F40	N/A	N/A	Scholarship Awards Policy	Does Not Exist	5/9/2019	6/13/2019		E31

Adopted

RESCINDED/NOT ADOPTED POLICIES

Rescinded 4/14/22	A32	10/21/2021	1/11/2022	Board Goal-Setting & Evaluation	Consider	9/12/2019	10/10/2019	VSBA Removed 10/21/21. Rescinded by Board 4/14/22	
Rescinded 11/14/19	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. To Cmt 4/18/22 - Removed by VSBA	
Not Adopted	B30	3/29/09	12/10/2020	Staffing and Job Descriptions	Consider	Not Adopting	Not Adopting	Committe and Board Opted to Not Consider. VSBA Under Review. In Cmt Parking Lot	
Not Adopted	B31	3/29/09	12/10/2020	Educator Supervision & Evaluation: Probationary Teachers	Consider	Not Adopting	Not Adopting	Committe and Board Opted to Not Consider. VSBA Under Review. In Cmt Parking Lot	
Not Adopted	B32	3/29/09	12/10/2020	Personnel Files	Consider	Not Adopting	Not Adopting	Committe and Board Opted to Not Consider. VSBA Under Review. In Cmt Parking Lot	
Not Adopted	B33	3/39/09	12/10/2020	Resignations	Consider	Not Adopting	Not Adopting	Committe and Board Opted to Not Consider	
Not Adopted	C22	3/25/2009	3/11/2021	Student Activities (Elementary)	Recommend	Not Adopting	Not Adopting	To Cmt 3/15/21, not current BUUSD Policy; Cmt 4/26/21; To Bd 5/27 recommend not adopt. Board agreed to not adopt 5/27/21 Under review again by VSBA	
Not Adopted	C26	9/18/2013	8/31/2021	Tuition Payment	Recommend	Not Adopting	Not Adopting	Recommendation to Board to not adopt to Board 11/11. Board agreed to not adopt. Deleted in October 2019. This policy, which used to be required by statute, is no longer applicable because of Proficiency Based Grading/Graduation Requirements. To Cmt 4/18/22 - Removed by VSBA	
Rescinded 11/14/19	D2	10/1/2019	Removed	Grade Advancement, Promotion, Acceleration, and Retention of Students	Required	-	-	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
Rescinded 6/23/22	D30	July 2020	6/2/2020	Field Trips	Consider	4/23/2020	5/14/2020	VSBA Removed July 2020 - To Cmt 5/16/22; Rescinded by Board 6/23/22	
Rescinded 12/16/2021	D40	N/A	N/A	Special Education	Does Not Exist	12/2/2021	Rescinded 12/16/21	To Board: Rescinded D40 - Board Adopted D7 12/16/21	G15
Not Adopted	E31	7/2020		Parental Involvement	Removed	none	none	VSBA Removed 7/2020 - BUUSD never adopted.	
Rescinded 6/23/22	F30	3/25/2009	5/18/2020	Budgeting	Consider	5/9/2019	6/13/2019	Replaced by F20	E2
Not Adopted	F31	7/1/2020		Emergency Closings	Removed	None	None	VSBA Removed 7/2020 - Never adopted by BSU	
Not Adopted	F32	3/25/2009	11/8/2021	School Crisis Prevention and Response	Consider			To Cmt: 12/20/2021 Table - Luke Modify, have vetted, and return. VSBA Removed 8/2022; Not BUUSD Policy	
Rescinded 4/28/22	F41	F26	3/11/2021	Video Surveillance Policy	F26	5/9/2019	6/13/2019	Committee 4/26/21; Rescinded by Board 4/28/22	E32

On Current Agenda

	<u>NEW Policies (VSBA)</u>	STATUS
F2	Policy on Nondiscriminatory Mascots and School Branding (Required) [8/15/22]	VSBA New Required Policy - Not BUUSD Policy
F27	Communicable Disease Mitigation Measures for Students and Staff (Recommended) [2/17/22]	Replaces F33 - To Cmt 5/16/22 - Cmt will seek additional info and revisit at a later date. Not BUUSD Policy
G14	Policy on Section 504 and ADA Grievance Protocol for Students and Staff (Required) [1/31/22]	Board Adopted - 9/8/22
	<u>Policies Recently Changed</u>	
C27	Student Distribution of Literature [10/03/2022]	VSBA Changes 10/03/2022
E1	Title 1, Part A: Parent and Family Engagement (Required) [9/24/21]	Return to Cmt October.
C70	Use of Restraint and Seclusion (Recommended) [1/25/22]	Formerly C34 - Format & Return to Cmt 10/17/22
A22	Notice of Non-Discrimination (Recommended) [9/12/2022]	VSBA Changes 9/12/2022
C13	Students Who Are Homeless (Required)	VSBA Changes 9/12/2022
D22	Selection of Library Materials (Recommended) [5/11/22]	Replaces D31 - In Parking Lot
F27	Communicable Disease Mitigation (Recommended) [3/15/22]	New but recently added to VSBA changes section on the website. Replaces F33
G7	Student Attendance (Required) [2/15/22]	Board Adopted 5/12/22
G4	Student Records (Required) [2/8/22]	Board Adopted 5/12/22
G8	Pupil Privacy (Required) [1/17/22]	Board Adopted 5/12/22
B4	Substitute Teachers (Required) [04/18/22]	Board Adopted 9/22/22
A34	Board Member Education (Consider) [11/6/21]	Board Adopted 9/22/22
	<u>Policies REMOVED recently</u>	
C31	Admission of Resident Students (Consider) [6/14/22]	Removed by VSBA. To Cmt 10/17/22
C32	Eighteen Year-Old Students (Consider) [6/14/22]	Removed by VSBA. To Cmt 10/17/22
A33	School Visits by Board Members (Consider) [5/11/22]	Removed by VSBA.
A34	Board Relations with School Personnel (Consider) [5/11/22]	Removed by VSBA.
D32	Selection of Instructional Materials (Consider) [5/11/22]	Removed by VSBA.
D31	Selecting Library Materials (Consider) [5/11/22]	Removed 5/11/22 (see D22) Pending D22
F33	HIV Policy (Consider) [3/15/22]	Removed 3/15/22 (see F27)(pending Bd adoption of F27)
D33	Local Action Plan [5/11/22]	Removed by VSBA. Not BUUSD Policy
F30	Budgeting [5/11/22]	Removed by VSBA. Not BUUSD Policy

G26	Tuition Payment (Recommended) [08/31/2021] (not a policy in the BUUSD)	Board Not Adopting
A32	Board Goal Setting and Evaluation (Consider) [10/21/2021]	Rescinded by Board 4/14/22
	Policies “UNDER REVIEW”	
D32	Selection of Instructional Materials	Under Review by VSBA
C22	Student Activities Elementary	Under Review by VSBA - Not adopted by BUUSD
F20	Fiscal Management & General Financial Accountability	Under Review by VSBA
F21	Financial Reports and Statements	Under Review by VSBA - Not BUUSD Policy
C2	Student Drugs and Alcohol (Required)	Under Review by VSBA
C20	Student Conduct and Discipline (Recommended)	Under Review by VSBA
C4	English Learners (Required)	Under Review by VSBA
C24	Interscholastic Sports [9/18/13]	Under Review by VSBA
C23	Student Clubs & Activities (Secondary)	Under Review by VSBA
D21	Educational Support System [9/18/13]	Under Review by VSBA
C28	Transgender and Gender Nonconforming Students [3/3/20]	Under Review by VSBA
C30	Student Medication [6/30/08]	Under Review by VSBA
C33	Student Assessment [2/10/16]	Under Review by VSBA
E30	School-Community Relations [8/1/09]	Under Review by VSBA
E32	Visits by parents, Community Members or Media [8/1/09]	Under Review by VSBA
F20	Fiscal Management and General Financial Accountability	Under Review by VSBA - Board Adopted 5/12/2022
F21	Finance Reports and Statements	Under Review by VSBA - Not BUUSD Policy
G22	Student Activities (Elementary) (Recommended)	Not adopted by BUUSD
B30	Staffing and Job Descriptions [3/29/09]	Under Review - Not BUUSD Policy
B31	Educator Supervision & Evaluation: Probationary Teachers [3/29/09]	Under Review - Not BUUSD Policy
B32	Personnel Files [3/29/09]	Under Review - Not BUUSD Policy

A. BOARD OPERATIONS

Required Policies			Recommended Policies			Policies to Consider		
	Policy	Updated		Policy	Updated		Policy	Updated
A1	Board Member Conflict of Interest	10/11/19	A20	Board Meetings, Agenda Preparation & Distribution	03/03/20	A30	Role and Adoption of School Board Policies	10/16/21
			A21	Public Participation at Board Meetings	03/03/20	A31	Board Member Education	01/17/22
			A22	Notice of Non-Discrimination	09/12/22	A32	Board Goal-Setting & Evaluation	Removed
			A23	Community Engagement and Vision	03/03/20	A33	School Visits by Board Members	Removed
			A24	Board/Superintendent Relations	03/03/20	A34	Board Relations with School Personnel	Removed

B. PERSONNEL

Required Policies			Recommended Policies			Policies to Consider		
	Policy	Updated		Policy	Updated		Policy	Updated
B1	Substitute Teachers	4/18/22	B20	Personnel Recruitment, Selection, Appointment, and Background Checks	03/03/20	B30	Staffing and Job Descriptions	Under Review
B2	Volunteers and Work Study Students	10/11/19	B21	Professional Development	03/03/20	B31	Educator Supervision & Evaluation: Probationary Teachers	Under Review
B3	Alcohol and Drug Free Workplace	03/03/20	B22	Complaints About Personnel	03/03/20	B32	Personnel Files	Under Review
B4	Drug & Alcohol Testing of Transportation Employees	10/11/19				B33	Resignations	Removed
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	02/08/22	C20	Student Conduct and Discipline	Under Review	C30	Student Medication	Under Review
C2	Student Drugs & Alcohol	Under Review	C21	Search and Seizure of Students by School Personnel	08/30/20	C31	Admission of Resident Students	Removed
C3	Transportation	10/11/19	C22	Student Activities (Elementary)	Under Review	C32	Eighteen Year Old Students	Removed
C4	English Learners	Under Review	C23	Student Clubs & Activities (Secondary)	Under Review	C33	Student Assessment	Under Review
C5	Firearms	9/22/22	C24	Interscholastic Sports	Under Review	C34	Restraint and Seclusion	See C70
C6	Home Study Students	10/11/19	C25	Admission of Non-Resident Tuition Students	03/03/20			
C7	Student Attendance	02/15/22	C26	Tuition Payment	Temporarily Removed			
C8	Pupil Privacy	01/17/22	C27	Student Distribution of Literature	10/03/22			
C9	Nutrition & Wellness	Under Review	C28	Transgender and Gender Nonconforming Students	Under Review			
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	C70	Restraint and Seclusion	01/25/22			
C11	Student Freedom of Expression	10/03/22						
C12	Prevention of Sexual Harassment as Prohibited by Title IX	09/01/20						
C13	Students Who are Homeless	09/12/22						
C14	Policy on Section 504 and ADA Grievance Protocol for Students and Staff	01/31/22						

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 (see D22)	Removed
D3	Responsible Computer Internet & Network Use	08/01/19	D22	Selection of Library Materials	05/11/22	D32	Selection of Instructional Materials	Removed
D4	Title One Comparability	12/03/15				D33	Local Action Plan	Removed
D5	Animal Dissection	10/11/19						
D6	Class Size Policy	10/11/19						
D7	Special Education	10/11/21						

E. SCHOOL-COMMUNITY RELATIONS

Required Policies			Recommended Policies			Policies to Consider		
	Policy	Updated		Policy	Updated		Policy	Updated
E1	Title 1, Part A Parent and Family Engagement	09/24/21	E20	Community Use of School Facilities	12/21/20	E30	School-Community Relations	Under Review
			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	Under Review

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	Under Review	F30	Budgeting	Removed
F2	Policy on Nondiscriminatory Mascots and School Branding	8/15/22	F21	Financial Reports and Statements *Cross reference: Budgeting	Under Review	F31	Emergency Closing	Removed 07/2020
			F22	Electronic Communications Use and Retention	09/17/20	F32	School Crisis Prevention & Response/Procedures for Bomb Threats	Removed
			F23	Capitalization of Assets	11/03/16	F33	HIV Policy (see F27)	Removed 03/2022
			F24	Prevention of Conflict of Interest in Procurement	11/06/16			
			F25	Access Control	10/24/19			
			F26	Security Cameras	10/24/19			
			F27	Communicable Disease Mitigation for Students & Staff (replaces F33)	03/17/22			

BARRE UNIFIED UNION SCHOOL DISTRICT # 097 Code: C 31
POLICY**1st READING: 5/9/2019****2nd READING: 6/13/2019****ADOPTED: 6/13/2019**

ADMISSION OF RESIDENT STUDENTS**Policy**

Any legal pupil who is a resident as defined in 16 V.S.A. §1075 shall be eligible to attend school in a district of the Barre Unified Union School District (BUUSD).

Residence Criteria

For purposes of determining residency, the definitions contained in 16 V.S.A. §1075(a) will apply. Criteria for proving permanent residency shall include voter registration, automobile registration, employment, postal address, property ownership, and/or other indications of intent to reside permanently within a district of the BUUSD. The burden of proving residency or any other basis for entitlement to school enrollment or tuition assistance shall be on the student and/or his or her parent or guardian.

The residency of pupils under the care and custody of a state agency or child placement agency, children of homeless parents, and independent children shall be determined in accord with the requirements of 16 V.S.A. §1075 (c)-(h).

Change of Residence

Parents or guardians of students who are residents of a district of the BUUSD and enrolled in a BUUSD program, and who move from the district of the BUUSD before the school year ends, may apply to the superintendent for permission to finish the school year on a pro-rated tuition basis or with a tuition waiver. The superintendent shall consider the student's age, attendance record during the year, progress in school and other relevant factors when considering requests to remain enrolled in school for the remainder of the school year.

Decisions and Appeals

Decisions regarding student residency, and continued enrollment except for state-placed students will be made by the superintendent. An interested person or taxpayer may appeal a residency decision of the Superintendent to the School Board, and then to the Secretary of Education as provided in 16 V.S.A. §1075(b).

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

EIGHTEEN YEAR-OLD STUDENTS

Policy

Eighteen year-old students are subject to all school policies, rules and standards.

Except as provided in this policy, report cards, discipline reports and other communications from the school will be provided to responsible parents or guardians of all students regardless of the age of those students.

Permission

Permission slips for participation in field trips or other school activities may be signed by 18 year old students. Eighteen year old students may sign their own absence and late notes, but parents will be notified of absences and tardy incidents for their 18 year old children on the same basis as other students, unless communications from the school are limited to the student only in accord with this policy.

Communications with Parents/Guardians

Students who are 18 years old or older may request, in a manner designated by the superintendent, that communications to their parents or guardians be provided to them as well. The school will comply with these requests.

Students who are 18 years old or older may request, in a manner designated by the superintendent, that all communications from the school be made to them and not to their parents. These requests will be granted by the Superintendent or his or her designee only when the student's responsible parents or guardians agree in writing, or when the student shows that he or she is not a dependent student as defined in section 152 of the Internal Revenue Code of 1954.

The maintenance and distribution of documents defined by the Family Educational Rights and Privacy Act of 1974 as student records will be governed by that Act and the regulations promulgated pursuant to that Act.

The superintendent or his or her designee shall develop procedures where necessary to implement this policy.

**BARRE UNIFIED UNION SCHOOL DISTRICT #097
POLICY****CODE: F26****1ST READING: 04/14/2022****2ND READING: 04/28/2022****ADOPTED: 04/28/2022**

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). Central Vermont Career Center (CVCC) administrators and office staff may view live video of CVCC supervised areas.

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, and CVCC administrators 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: A21**

1ST READING: 9/12/2019
2ND READING: 10/10/2019
ADOPTED: 10/10/2019

PUBLIC PARTICIPATION AT BOARD MEETINGS**Policy**

It is the policy of the Barre Unified Union District Board to encourage public participation at its meetings.

Background

Public participation is very important to the successful function of the BUUSD. The board wants to carry out its business with the benefit of public input and expertise. It also wants to keep the public informed and up-to-date on what is happening in the community's schools.

Implementation

Reasonable rules of participation may be used to insure that meetings are conducted in an orderly fashion and that the business at hand is completed in a timely manner. Such rules may take into consideration such things as length of each speaker's presentation and the number of times each speaker may comment.

Persons Who May Address the Board

1. Any district resident
2. School staff members, students and parents
3. Individuals who have been requested by the superintendent or the board to present a given subject
4. Persons who are directly affected by matters on the board agenda
5. Others at the discretion of the board

Public Comment on Agenda Items

1. The chair will ask for comments on agenda items before action is taken by the board.
2. When the number of people wishing to speak is large, the board may authorize the chair to use a speakers' list. Members of the public will be given an opportunity to sign the speakers' list, indicating which agenda item will be addressed.

Public input on items not on the agenda

1. There will be time set aside for public input on items not on the agenda at every regular, special or emergency meeting of the board.
2. The time allotted to this item will be assigned by the chair or the person responsible for organizing the agenda.
3. The chair shall rule out of order any presentation to the board which breaches the privacy or other rights of students, parents or school employees, or which does not comply with Board procedures on complaints.

VLCT MODEL RULES OF PROCEDURE FOR MUNICIPAL BOARDS, COMMITTEES, AND COMMISSIONS

A. PURPOSE.

The [*board, council, committee, or commission*] of [*municipality*], is required by law to conduct its meetings in accordance with the Vermont Open Meeting Law. 1 V.S.A. §§ 310-314. Meetings of the [*board, council, committee, or commission*] of [*municipality*] must be open to the public at all times, except as provided in 1 V.S.A. § 313.

B. APPLICATION.

This policy setting forth rules of procedure shall apply to the [*board, council, committee, or commission*] of the [*municipality*], which is referred to below as “the body.” These rules shall apply to all regular, special, and emergency meetings of the body.

C. ORGANIZATION.

1. The body shall annually elect a chair and a vice-chair. The chair of the body or, in the chair’s absence, the vice-chair shall preside over all meetings. If both the chair and the vice-chair are absent, a member selected by the body shall act as chair for that meeting.
2. The chair shall preserve order in the meeting and shall regulate its proceedings by applying these rules and making determinations about all questions of order or procedure.
3. A majority of the members of the body shall constitute a quorum. If a quorum of the members of the body is not present at a meeting, no meeting shall take place.
4. No single member of the body shall have authority to represent or act on behalf of the body unless, by majority vote, the body has delegated such authority for a specific matter at a duly-noticed meeting and such delegation is recorded in the meeting minutes.
5. Motions made by members of the body [*do/do not*] require a second. The chair of the body may make motions and may vote on all questions before the body. A motion will only pass if it receives the votes of a majority of the total membership of the body.
6. There is no limit to the number of times a member of the body may speak to a question. A member may speak or make a motion [*only after/without*] being recognized by the chair. Motions to close or limit debate [*will/will not*] be entertained.
7. Any member of the body may request a roll call vote. Pursuant to 1 V.S.A. § 312(a)(2), when one or more members attend a meeting electronically, a roll call vote is required for votes that are not unanimous.
8. Meetings may be recessed to a time and place certain.
9. These rules may be amended by [*unanimous/two thirds/majority*] vote of the body, and must be readopted annually.

D. AGENDAS.

1. Each regular and special meeting of the body shall have an agenda, with time allotted for each item of business to be considered by the body. Those who wish to be added to the meeting agenda shall contact the *[chair/municipal manager/municipal administrator/municipal clerk]* to request inclusion on the agenda. The chair shall determine the final content of the agenda.
2. At least 48 hours prior to a regular meeting, and at least 24 hours prior to a special meeting, a meeting agenda shall be posted in or near the municipal office and at the following designated public places in the municipality: *[location of at least two public places in municipality]*. *[IF THE PUBLIC BODY/MUNICIPALITY HAS A DESIGNATED/MAINTAINED WEBSITE, INSERT THE FOLLOWING: "At least 48 hours prior to a regular meeting, and at least 24 hours prior to a special meeting, a meeting agenda shall be posted on [identify the website]."]* The agenda must also be made available to any person who requests such agenda prior to the meeting.
3. All business shall be conducted in the same order as it appears on the noticed agenda, except that any addition to or deletion from the noticed agenda must be made as the first act of business at the meeting. No additions to or deletions from the agenda shall be considered once the first act of business at the meeting has commenced. Any other adjustment to the noticed agenda, for example, changing the order of business, postponing or tabling actions, may be made by *[unanimous/two-thirds/majority]* vote of the body.

E. MEETINGS.

1. Regular meetings shall take place on *[day and time, for instance, the first and third Tuesday of the month at 7 p.m.]* at *[location]*.
2. Special meetings shall be publicly announced at least 24 hours in advance by giving notice to all members of the body unless previously waived; to an editor, publisher or news director, or radio station serving the area; and to any person who has requested notice of such meetings. In addition, notices shall be posted in the municipal clerk's office and at the following designated places in the municipality: *[location of at least two public places in municipality]*.
3. Emergency meetings may be held without public announcement, without posting of notices, and without 24-hour notice to members, provided some public notice thereof is given as soon as possible before any such meeting. Emergency meetings may be held only when necessary to respond to an unforeseen occurrence or condition requiring immediate attention by the public body.
4. A member of the body may attend a regular, special, or emergency meeting by electronic or other means without being physically present at a designated meeting location, so long as the member identifies him or herself when the meeting is convened, and is able to hear and be heard throughout the meeting. Whenever one or more members attend electronically, voting that is not unanimous must be done by roll call. If a quorum or more of the body attend a meeting (regular, special, or emergency) without being physically present at a designated meeting location, the agenda for the meeting shall designate at least one physical location where a member of the public can attend and participate in the meeting. At least one member of the body, or at least one staff or designee of the body, shall be physically present at each designated meeting location.

F. PUBLIC PARTICIPATION.

1. All meetings of the body are meetings in the public, not of the public. Members of the public shall be afforded reasonable opportunity to express opinions about matters considered by the body, so long as order is maintained according to these rules.
2. At the [*beginning of/end of/conclusion of discussion of*] each agenda item, but before any action is taken by the public body at each meeting, there may be [*number*] minutes afforded for open public comment. By [*unanimous/two-thirds/majority*] vote, the body may increase the time for open public comment and its place on the agenda.
3. Comment by the public or members of the body must be addressed to the chair or to the body as a whole, and not to any individual member of the body or public.
4. Members of the public must be acknowledged by the chair before speaking.
5. If a member of the public has already spoken on a topic, he or she may not be recognized again until others have first been given the opportunity to comment.
6. Order and decorum shall be observed by all persons present at the meeting. Neither members of the body, nor the members of the public, shall delay or interrupt the proceedings or the peace of the meeting or interrupt or disturb any member while speaking. Members of the body and members of the public are prohibited from making personal, impertinent, threatening, or profane remarks.
7. Members of the body and members of the public shall obey the orders of the chair or other presiding member. The chair should adhere to the following process to restore order and decorum of a meeting, but may bypass any or all steps when he or she determines in his or her sole discretion that deviation from the process is warranted:
 - a. Call the meeting to order and remind the members of the applicable rules of procedure.
 - b. Declare a recess or table the issue.
 - c. Adjourn the meeting until a time and date certain.
 - d. Order the constable to remove disorderly person(s) from the meeting.

ADOPTED: _____

Signatures

Date

CODE F2
(REQUIRED)

POLICY ON NONDISCRIMINATORY MASCOTS AND SCHOOL BRANDING

This policy is issued by the Vermont Agency of Education and located within the VSBA model policy manual for reference.

ADOPTION NOTES – This text box and the disclaimer should be removed prior to adoption.

(a) General – As with all model policies, VSBA recommends that each board carefully review this model prior to adoption to assure suitability with the district's own specific circumstances, internal coding system, current policies, and organizational structures. Highlighted language or blank, underscored spaces indicate areas which Boards must change/complete to reflect local personnel titles, policy references, duty assignments etc.

(b) Legal references are listed for convenience, but do not need to be included in the policy as adopted.

(c) Any model policies listed under "cross-reference" indicate a reference to another related VSBA model policy. A district should check its own current policies to assure internal consistency.

(d) Withdrawn and earlier versions of revised policies should be maintained separately as part of the permanent records of the District.

Statement of Policy

It is the policy of the _____ School District (District) to provide welcoming, positive, and inclusive learning environments for all students by prohibiting the use of discriminatory school branding, which undermines the educational experiences of members of all communities and perpetuates negative stereotypes.

Definitions

1. **"School"** means a public school or an independent school approved under section 166 of Title 16.
2. **"School board"** or **"Board"** means the board of directors or other governing body of an educational institution when referring to an independent school.
3. **"School branding"** means any name, symbol, or image used by a school as a mascot, nickname, logo, letterhead, team name, slogan, motto, or other identifier.

Administrative Responsibilities

The superintendent or designee shall:

1. periodically review and provide recommendations for necessary updates to the nondiscriminatory school branding policy as necessary;
2. assist the school board in its review of the district's school branding to ensure compliance with the policy following any school branding changes or updates to the policy;
3. assist the school board in ensuring the prohibition of school branding that directly or

indirectly references or stereotypes the likeness, features, symbols, traditions, or other characteristics that are specific to either:

- a. the race, creed, color, national origin, sexual orientation, or gender identity of any person or group of persons; or
- b. any person, group of persons, or organization associated with the repression of others;

4. Develop a procedure for an individual to file a complaint that an element of school branding is in violation of the policy.

Complaints

An individual may request an opportunity to appear before the Board for purposes of presenting the complaint, relevant facts, and further explanations. The board shall hear the complaint in a fair and just manner. The Board shall render a decision within 45 days of the hearing, which must include a summary of facts and basis for the decision.

If the individual is unsatisfied with the Board's decision, the individual may appeal the decision to the Secretary of Education. Appeals shall be filed within 30 days of the school board's decision by sending a written notice of appeal to the Agency of Education.

<i>VSBA Review Date</i>	<i>August 15, 2022</i>
<i>Date Warned</i>	
<i>Date Adopted</i>	
<i>Legal References</i>	<i>16 V.S.A. § 568</i>
<i>Cross References</i>	<i>District Equity Policy</i>

DISCLAIMER: This model policy has been prepared by the Vermont School Boards Association for the sole and exclusive use of VSBA members, as a resource to assist member school boards with their policy development. School Districts should consult with legal counsel and revise model policies to address local facts and circumstances prior to adoption, unless the model policy states otherwise. VSBA continually makes revisions based on school districts' needs and local, state and federal laws, regulations and court decisions, and other relevant education activity.

**BARRE UNIFIED UNION SCHOOL DISTRICT #097
POLICY****Code: F 2****1st READING:
2nd READING:
ADOPTED:**

**POLICY ON NONDISCRIMINATORY MASCOTS AND SCHOOL
BRANDING****Statement of Policy**

It is the policy of the Barre Unified Union School District (~~District~~) to provide welcoming, positive, and inclusive learning environments for all students by prohibiting the use of discriminatory school branding, which undermines the educational experiences of members of all communities and perpetuates negative stereotypes.

Definitions

1. “**School**” means a public school or an independent school approved under section 166 of Title 16.
2. “**School board**” or “**Board**” means the board of directors or other governing body of an educational institution when referring to an independent school.
3. “**School branding**” means any name, symbol, or image used by a school as a mascot, nickname, logo, letterhead, team name, slogan, motto, or other identifier.

Administrative Responsibilities

The superintendent or designee shall:

1. periodically review and provide recommendations for necessary updates to the nondiscriminatory school branding policy as necessary;
2. assist the school board in its review of the district’s school branding to ensure compliance with the policy following any school branding changes or updates to the policy;
3. assist the school board in ensuring the prohibition of school branding that directly or indirectly references or stereotypes the likeness, features, symbols, traditions, or other characteristics that are specific to either:
 - a. the race, creed, color, national origin, sexual orientation, or gender identity of any person or group of persons; or
 - b. any person, group of persons, or organization associated with the repression of others;
4. Develop a procedure for an individual to file a complaint that an element of school branding is in violation of the policy.

Complaints

An individual may request an opportunity to appear before the Board for purposes of presenting the complaint, relevant facts, and further explanations. The board shall hear the complaint in a fair and just manner. The Board shall render a decision within 45 days of the hearing, which must include a summary of facts and basis for the decision.

If the individual is unsatisfied with the Board's decision, the individual may appeal the decision to the Secretary of Education. Appeals shall be filed within 30 days of the school board's decision by sending a written notice of appeal to the Agency of Education.

**BARRE UNIFIED UNION SCHOOL DISTRICT #097
POLICY****Code: C 43****1st READING: 6/10/2021****2nd READING: 6/24/2021****ADOPTED: 6/24/2021**

**SEXUALLY TRANSMITTED INFECTIONS (STI) AND PREGNANCY
PREVENTION EDUCATION POLICY**

It is the policy of the Barre Unified Union School District (BUUSD) to provide a Sexually Transmitted Infections (STI) and pregnancy prevention education program that is integrated into the health curriculum of the BUUSD

One component of this program is to make available latex condoms (or other protective barrier options as they become available) in schools in an age appropriate manner. Parents or guardians of BUUSD middle school level students can, upon request, withhold permission for their child's participation in the condom availability component of the program. The Principal or designee in each building will develop procedures for condom availability and distribution, based on the recommendation of the SHAC Committee in accordance with the policy set forth here.

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

CODE: C 70

1ST READING:

2ND READING:

ADOPTED:

USE OF RESTRAINT AND SECLUSION

Section 1. Statement of Purpose

It is the policy of this Barre Unified Union School District (BUUSD) that students not be subjected to inappropriate restraint or seclusion as defined by Vermont State Board of Education Rule 4500. It is the BUUSD's intent to create and maintain a positive and safe learning environment, and promote positive behavioral interventions and supports in BUUSD schools. This policy is further intended to assist in creating a common understanding within the BUUSD of appropriate interventions by BUUSD staff.

Section 2. Definitions.

The following terms, as defined in [State Board Rule 4500.3](#), shall apply to this policy.

Section 3. Policy

The superintendent or his or her designee shall develop administrative procedures to ensure BUUSD compliance with the requirements of Vermont State Board of Education Rule 4500. The administrative procedures shall include at least the following components:

1. Prohibitions against the imposition on students of mechanical or chemical restraints by school personnel and contract service providers.
2. Prohibitions against the imposition on students of physical restraint in circumstances designated as impermissible by State Board of Education rules.
3. Restrictions on the use of physical restraint and seclusion to circumstances allowed by State Board of Education rules, including provisions that allow the inclusion of restraint or seclusion as part of a student's individual safety plan only when that plan meets the conditions set forth in State Board of Education rules, and provisions that require the termination of restraint or seclusion, and the monitoring of students subjected to restraint or seclusion, as established by State Board of Education rules.
4. Procedures to ensure that only school personnel or contract service providers who are trained in the use of restraint and seclusion are authorized to impose restraint or seclusion unless, due to the unforeseeable nature of the danger of a particular circumstance, trained personnel are not immediately available.

5. Processes to ensure that impositions of restraint or seclusion are reported to school administrators, parents, superintendents and the Secretary of the Vermont Agency of Education under circumstances and within the time limitations required by State Board of Education rules.
6. Processes to ensure that each school in the BUUSD maintains written records of each use of restraint and seclusion in accordance with the requirements of State Board of Education rules.
7. Procedures to ensure that each school in the BUUSD implements follow-up procedures that are consistent with the requirements of State Board of Education rules.
8. Annual notification procedures to ensure that each school in the BUUSD informs school personnel and parents of students enrolled in the school of the policies and procedures pertaining to the use of physical restraint and seclusion, and the intent of the school to emphasize the use of positive behavioral interventions as well as supports and its intention to avoid the use of physical restraint or seclusion to address targeted student behavior.
9. Processes for the filing, investigation and resolution of complaints by school personnel or parents regarding the use of restraint or seclusion, including the designation of school officials who are authorized to receive complaints. The procedures for resolving complaints shall require that any complaint regarding the use of restraint or seclusion is investigated and written findings are issued within thirty (30) days of the complaint's receipt. If a complaint regarding the use of restraint or seclusion is unresolved at the school building level, it shall be directed to the superintendent in accordance with the BUUSD's complaint processes.

Section 4. Implementation

The superintendent shall ensure that appropriate staff are provided training by programs recommended by the Vermont Department of Education unless a plan is submitted to the Secretary of Education demonstrating how a training program not recommended by the Agency of Education contains the elements required of recommended programs and meets the purposes of the State Board of Education rules on restraint and seclusion.

The superintendent shall report annually to the BUUSD Board on the implementation of the administrative procedures required by this policy, and shall include any recommendations for changes, if any, related to BUUSD policies or procedures.

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

CODE: ~~C-34~~ C70

1ST READING: 5/9/2019

2ND READING: 6/13/2019

ADOPTED: 6/13/2019

USE OF RESTRAINT AND SECLUSION

Section 1. Statement of Purpose

~~1.1~~ It is the policy of this Barre Unified Union School District (BUUSD) that students not be subjected to inappropriate restraint or seclusion as defined by Vermont State Board of Education Rule 4500. It is the BUUSD's intent to create and maintain a positive and safe learning environment, and promote positive behavioral interventions and supports in BUUSD schools. This policy is further intended to assist in creating a common understanding within the BUUSD of appropriate interventions by BUUSD staff.

Section 2. Definitions. The following terms, as defined in [State Board Rule 4500.3](#), shall apply to this policy.

~~2.1 **Behavioral Intervention Plan** means a plan that details strategies to address behaviors that impede learning, or are ongoing, and do not readily respond to general intervention or classroom management techniques, by teaching pro-social skills and other positive replacement behaviors. The plan may include positive strategies, program or curricular modifications, and supplementary aids and supports required to address problem behaviors.~~

~~2.2 **Chemical Restraint** means a drug, medication or chemical used on a student to control behavior or restrict movement that is not:~~

- ~~a. Prescribed by a student's licensed physician for the standard treatment of a student's medical or psychiatric condition; and~~
- ~~b. Administered as prescribed by the licensed physician.~~

~~2.3 **Functional Behavioral Assessment** means the analysis of a student's behavior patterns before, during, and after rule-breaking or other inappropriate behavior for the purpose of guiding the development of a behavioral intervention plan.~~

~~2.4 **Mechanical Restraint** means the use of any device or object that restricts a student's movement or limits a student's sensory or motor functions unless under the direction of a healthcare professional for medical or therapeutic purposes. The term does not include devices implemented by trained school personnel, or utilized by a student for the specific and approved therapeutic and safety purposes for which such devices were designed including:~~

- ~~a. Restraints for medical immobilization;~~

- ~~b. Adaptive devices or mechanical supports used to achieve proper body position, balance or alignment;~~
- ~~c. Vehicle safety restraints including a seat belt or harness used for balance or safety on a car or bus; or~~
- ~~d. Seat belts in wheelchairs or on toilets.~~

2.5 Parent means:

- ~~a. A biological or adoptive parent of the child;~~
- ~~b. A legal guardian of the child;~~
- ~~c. A person acting in place of a biological or adoptive parent, including a grandparent, stepparent or other relative with whom the child lives, or a person legally responsible for the child's welfare;~~
- ~~d. A foster parent or developmental home provider who has been appointed the educational surrogate parent by the Educational surrogate Parent Program; or~~
- ~~e. An educational surrogate parent.~~

2.6 Physical Escort means the temporary touching or holding, without the use of force, of the hand, wrist, arm, or back of a student who is exhibiting minimal resistance for the purpose of directing movement from one place to another.

2.7 Physical Restraint means the use of physical force to prevent an imminent and substantial risk of bodily harm to the student or others. Physical restraint does not include:

- ~~a. Momentary periods of physical restriction by direct person-to-person contact, accomplished with limited force and designed either

 - ~~i. to prevent a student from completing an act that would result in potential physical harm to himself/herself or another person; or~~
 - ~~ii. to remove a disruptive student who is unwilling to leave the area voluntarily;~~~~
- ~~b. The minimum contact necessary to physically escort a student from one place to another;~~
- ~~c. Hand-over-hand assistance with feeding or task completion; or~~
- ~~d. Techniques prescribed by a qualified medical professional for reason of safety or for therapeutic or medical treatment.~~

2.8 Positive Behavioral Interventions and Supports means an approach to preventing and responding to targeted behavior that:

- ~~a. Is based on evidence-based practices;~~
- ~~b. Is proactive and instructional, rather than reactive;~~
- ~~c. Can operate on individual, group, classroom, or school wide levels;~~
- ~~d. Includes a system of continual data collection; and~~

~~e. Relies on data-driven decisions.~~

~~2.9 **Prone Physical Restraint** means holding a student face down on his or her stomach using physical force for the purpose of controlling the student's movement.~~

~~2.10 **School** means a learning environment receiving public funds or over which the Vermont Department of Education has regulatory authority.~~

~~2.11 **School Personnel** means individuals working in schools as defined in 4500.3(10) who are employed by the school or who perform services for the school on a contractual basis, and school resource officers, while acting in that capacity.~~

~~2.12. **Seclusion** means the confinement of a student alone in a room or area from which the student is prevented or reasonably believes he or she will be prevented from leaving. Seclusion does not include time-out where a student is not left alone and is under adult supervision.~~

~~2.13 **Substantial Risk** means an imminent threat of bodily harm where there is an ability to enact such harm. Substantial risk shall exist only if all other less restrictive alternatives to defuse the situation have been exhausted or failed or the level of risk prohibits exhausting other means.~~

~~2.14 **Supine Physical Restraint** means holding a student on his or her back using physical force for the purpose of controlling the student's movement.~~

~~2.15 **Student** means a student enrolled in a school as defined in paragraph 2.10.~~

Section 3. Policy

~~3.1~~ The superintendent or his or her designee shall develop administrative procedures to ensure BUUSD compliance with the requirements of Vermont State Board of Education Rule 4500. The administrative procedures shall include at least the following components: ~~in 3.2 through 3.10:~~

1. ~~3.2~~ Prohibitions against the imposition on students of mechanical or chemical restraints by school personnel and contract service providers.
2. ~~3.3~~ Prohibitions against the imposition on students of physical restraint in circumstances designated as impermissible by State Board of Education rules.
3. ~~3.4~~ Restrictions on the use of physical restraint and seclusion to circumstances allowed by State Board of Education rules, including provisions that allow the inclusion of restraint or seclusion as part of a student's individual safety plan only when that plan meets the conditions set forth in State Board of Education rules, and provisions that require the termination of restraint or seclusion, and the monitoring of students subjected to restraint or seclusion, as established by State Board of Education rules.

4. ~~3.5~~ Procedures to ensure that only school personnel or contract service providers who are trained in the use of restraint and seclusion are authorized to impose restraint or seclusion unless, due to the unforeseeable nature of the danger of a particular circumstance, trained personnel are not immediately available.
5. ~~3.6~~ Processes to ensure that impositions of restraint or seclusion are reported to school administrators, parents, superintendents and the ~~Commissioner~~ Secretary of the Vermont ~~Department~~ Agency of Education under circumstances and within the time limitations required by State Board of Education rules.
6. ~~3.7~~ Processes to ensure that each school in the BUUSD maintains written records of each use of restraint and seclusion in accordance with the requirements of State Board of Education rules.
7. ~~3.8~~ Procedures to ensure that each school in the BUUSD implements follow-up procedures that are consistent with the requirements of State Board of Education rules.
8. ~~3.9~~ Annual notification procedures to ensure that each school in the BUUSD informs school personnel and parents of students enrolled in the school of the policies and procedures pertaining to the use of physical restraint and seclusion, and the intent of the school to emphasize the use of positive behavioral interventions as well as supports and its intention to avoid the use of physical restraint or seclusion to address targeted student behavior.
9. ~~3.10~~ Processes for the filing, investigation and resolution of complaints by school personnel or parents regarding the use of restraint or seclusion, including the designation of school officials who are authorized to receive complaints. The procedures for resolving complaints shall require that any complaint regarding the use of restraint or seclusion is investigated and written findings are issued within thirty (30) days of the complaint's receipt. If a complaint regarding the use of restraint or seclusion is unresolved at the school building level, it shall be directed to the superintendent in accordance with the BUUSD's complaint processes.

Section 4. Implementation

The superintendent shall ensure that appropriate staff are provided training by programs recommended by the Vermont Department of Education unless ~~he or she submits~~ a plan is submitted to the ~~Commissioner of Education~~ Secretary of Education demonstrating how a training program not recommended by the ~~Department~~ Agency of Education contains the elements required of recommended programs and meets the purposes of the State Board of Education rules on restraint and seclusion.

The superintendent shall report annually to the BUUSD Board on the implementation of the administrative procedures required by this policy, and shall include ~~in his or her report~~ any recommendations for changes, if any, related to ~~school~~ BUUSD policies or procedures.