



**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: November 16, 2022

RE: BUUSD Policy Committee Meeting
November 21, 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 October 17, 2022
5. New Business
 - 5.1. BUUSD Policy Index Review
 - 5.2. VSBA Policy Index Review
 - 5.3. Notice of Non-Discrimination (A22) (Recommended) (VSBA Change 9/12/22)
 - 5.4. School Visits by Board Members (A33) (Consider) (VSBA Removed)
 - 5.5. Board Relations with School Personnel (A34) (Consider) (VSBA Removed)
 - 5.6. Students Who Are Homeless (C13) (Required) (VSBA Change 9/12/2022)
 - 5.7. Student Distribution of Literature (C27) (Recommended) (VSBA Change 10/03/22)
 - 5.8. Selection of Library Materials (D22) (Recommended) (VSBA Change Replaces D31)
 - 5.9. Title I, Part A: Parent and Family Engagement (E1) (Required)
6. Old Business
7. Other Business
8. Items for Future Agenda

9. Next Meeting Date: December 19, 2022, 6:00 pm, SHS Library or via Google Meet

10. Adjournment

Parking Lot of Items:

- A. Communicable Disease Mitigation Measures for Students and Staff (F27) (Recommended) (VSBA New Replaces F33)
- B. Student Conduct and Discipline (C15) (Required) (VSBA Change 11/15/22 - Formerly C20 Rescind after adoption)
- C. Personnel Recruitment, Selection, Appointment, and Background Check (B20) (Recommended) (VSBA Change - 11/1/2022)
- D. Student Drugs and Alcohol (C2) (Required)(VSBA Change 11/1/22)
- E. Student Athletics, Clubs, and Activities (C22) (Recommended) (VSBA Change 11/1/22; Replaces C23 & C24 Rescind after adoption)
- F. Selection of Instructional Materials (D23) (Recommended) (VSBA Change 11/1/22; Replaces D32 Rescind after adoption)

Under Review by VSBA

- A. English Learners (C4) (Required)
- B. Educational Support System (D21) (Recommended)
- C. Transgender and Gender Nonconforming Students (C28) (Recommended)
- D. Student Medication (C30) (Consider)
- E. Student Assessment (C33) (Consider)
- F. School-Community Relations (E30) (Consider)
- G. Visits by Parents, Community Members or Media (E32) (Consider) (Not BUUSD Policy)
- H. Staffing and Job Descriptions (B30) (Consider)(Not adopted By BUUSD 1/28/21)
- I. Educator Supervision & Evaluation: Probationary Teachers (B31) (Consider) (Not adopted By BUUSD 1/28/21)
- J. Personnel Files (B32) (Consider) (Not adopted By BUUSD 1/28/21)
- K. Fiscal Management & General Financial Accountability (F20) (Bd Adopted 5/2022; VSBA under review again)
- L. Financial Reports and Statements (F21) (VSBA under review; not BUUSD Policy)
- M. Capitalization of Assets (F23) (Recommended)

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

DRAFT

BARRE UNIFIED UNION SCHOOL DISTRICT POLICY COMMITTEE MEETING

Spaulding High School Library and Via Video Conference – Google Meet
October 17, 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)
Jon Valsangiacomo – (BT Community Member)

COMMITTEE MEMBERS ABSENT:

Thomas Kelly (BC Community Member)

OTHER BOARD MEMBERS PRESENT:

Nancy Leclerc
Terry Reil

ADMINISTRATORS AND STAFF PRESENT:

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

GUESTS:

Josh Howard Andy McMichael William Toborg

1. Call to Order

The Chair, Ms. Parker, called the Monday, October 17, 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

Concern was voiced that Policy E1 (Title I) is not on the October Agenda. VSBA indicates the policy was changed on 09/24/21, which means the District has been out of compliance for over a year. Policy E1 will be added to the November Agenda.

4. Approval of Minutes

4.1 Approval of Minutes – August 15, 2022 Policy Committee Meeting

On a motion by Mrs. Farrell, seconded by Mr. Cecchinelli, the Committee unanimously agreed to approve the Minutes of the August 15, 2022 Policy Committee Meeting.

5. New Business

5.1 Review of BUUSD Policy Manual Index

A copy of the BUUSD Policy Manual Index (dated 10/12/22) was distributed.

In response to a query regarding the location of the indexes, it was noted that these working files are maintained by Mrs. Gilbert (not currently public documents).

5.2 VSBA Model Policy Index Review

A copy of the VSBA Model Policy Index was distributed.

A document titled ‘VSBA Policy Work – BUUSD Status – Updated 10/12/22’ was distributed.

In response to a query regarding how policies are selected or review, Ms. Parker advised that some come from the Parking Lot, some from the VSBA website (recently updated list), and some are noted by Mr. Hennessey and Mr. Aither based on changes and needs of the District. Mrs. Farrell queried regarding a review of the entire list, and possible identification of policies that may have been overlooked or older policies that may need to be updated. Ms. Parker advised that the District can request that VSBA do a policy review for the District. Additionally, VSBA can advise regarding upcoming work. It was noted that the District is far ahead of most districts, as a benefit of the extensive review facilitated by Mr. Pandolfo in preparation for Act 46 consolidation.

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5.3 Admission of Resident Students Policy (C31) – Consider – VSBA Removed

A copy of the policy was distributed.

Ms. Parker advised that VSBA is removing this policy from their manual because it is covered under statute. Brief discussion was held, including discussion of ‘adult’ students, and procedures for families to prove residency.

On a motion by Mr. Valsangiacomo, seconded by Mr. Cecchinelli, the Committee unanimously voted to recommend to the Board that Policy C31 be rescinded (deleted).

5.4 Eighteen Year-Old Students Policy (C32) – Consider – VSBA Removed

A copy of the policy was distributed.

Ms. Parker advised regarding VSBA’s removal of this policy. Brief discussion was held.

On a motion by Mrs. Farrell, seconded by Mr. Cecchinelli, the Committee unanimously voted to recommend to the Board that the policy be rescinded (deleted).

5.5 Electronic Surveillance Policy (F26) – Recommended

A copy of the policy was distributed.

Mr. Aither provided a brief overview of the need to revise this policy due to CVCC becoming a separate school district (renting a portion of the SHS building from the BUUSD). Mr. Aither advised that the amended policy has been legally vetted.

On a motion by Mrs. Farrell, seconded by Mr. Valsangiacomo, the Committee unanimously voted to approve Policy F26 as amended and to present it to the Board for a First Reading.

5.6 Public Participation at Board Meetings (A21) – Recommended

A copy of the policy was distributed.

A document titled ‘VLCT Mode Rules of Procedure for Municipal Boards, Committees, and Commissions’ was distributed.

Mr. Cecchinelli advised that while reading this document, he believes it is more detailed than what is contained in policy, and thought it might be beneficial to amend Policy A21 to include some of these details. Mr. Cecchinelli believes the document covers issues that have been problematic for the Board, including information pertaining to public meeting laws. Discussion included section C5 which states that a motion will only pass if it receives the votes of a majority of the total membership of the body. It was noted that this document appears to conflict with Robert’s Rules which sometimes has other ratios for the passing of motions (e.g. 2/3 majority for some types of motions), and that Robert’s Rules passes votes based on those present at the meeting, not the total membership of the body. Concern was voiced related to including procedures within the policy. Concern was raised that the Board wants policies to match VSBA policies as much as possible and adding this information conflicts with that. Concern was raised that public participation should be the least restrictive as possible and any methods to further restrict public input would be detrimental. It was noted that the Board Chair is supposed to know the rules on how to operate meetings. If meetings are not being run efficiently, the Board Chair should have additional training. It was suggested that legal counsel review the document. It was suggested that the Board hold discussion on possibly having this document be a procedure. It was noted that most of the document pertains to procedural operations of the Board rather than policy. Mr. Aither advised that administrators on the Procedures Committee are working on section C (student related policies). Ms. Parker suggested that Mr. Hennessey have legal counsel review the document.

5.7 Policy on Non-discriminatory Mascots and School Branding Policy (F2) – Required – New VSBA Policy

Copies of the VSBA Model Policy and a draft of the BUUSD Policy were distributed.

Ms. Parker noted that this is a new VSBA policy effective August 2022. Brief discussion was held and it was noted that the District is not responsible for ‘policing’ of mascots of other schools (even though they may be present on BUUSD property). In response to a query, it was noted that the Board is responsible for determining what is/is not discriminatory. If a complaint to the Board is not resolved to a complainant’s satisfaction, they can appeal to the Agency of Education. A few minor formatting amendments were suggested and agreed to.

On a motion by Mrs. Farrell, seconded by Mr. Valsangiacomo, the Committee unanimously voted to approve Policy F2 with amendments as discussed, and to present the policy to the Board for a First Reading.

5.8 STI and Pregnancy Prevention Policy (C43) – BUUSD Policy

A copy of the policy was distributed.

Ms. Parker noted that Policy C43 is a local policy and that it is covered in statute. Mr. Hennessey advised that the policy appears to be redundant to statute and agrees that the policy should be rescinded. In response to a query, it was noted that the District’s definition of secondary school (high school) differs from statute (7 – 12). Statute clearly defines what grades cannot be subject to opting out.

On a motion by Mr. Valsangiacomo, seconded by Mr. Cecchinelli, the Committee unanimously voted to recommend to the Board that Policy C43 be rescinded (deleted).

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6. Old Business

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

A copy of existing BUUSD policy C34 was distributed. A copy of a draft of policy C70 was distributed.

Ms. Parker advised that VSBA changed the coding of the policy to reflect it being changed from a 'to be considered' policy, to a 'recommended' policy, and noted that VSBA has changed the coding structure to allow for expansion of the number of policies in the 'recommended' category (20 – 29 and 70 – 79). Ms. Parker noted that the definitions section differs from the current policy, as it does not list the narrative definitions. Mr. Hennessey advised that though the reporting requirements for '4500' have been changed, he does not believe the premise of the statute has changed. The Committee agreed to a minor amendment to 'Section 2. Definitions'. Mrs. Farrell queried regarding how rule 4500 is distributed to staff. Mr. Laflamme advised that all paperwork that has to be filled out, has the information spelled out. Brief discussion was held regarding required annual reporting by the Superintendent.

On a motion by Mr. Farrell, seconded by Mr. Valsangiacomo, the Committee unanimously voted to amend Policy C70 as discussed, and to present the Policy to the Board for a First Reading.

7. Other Business

None.

8. Future Agenda Items

Brief discussion was held regarding Policy C28 - Transgender and Gender Non-conforming Students, and it was agreed not to review this policy until VSBA has completed their review of the policy.

November:

C27 – Student Distribution of Literature Policy

C13 – Students Who Are Homeless Policy

A22 – Notice of Non-Discrimination Policy

E1 – Title I, Part A: Parent and Family Engagement Policy

A33 – School visits by Board Members Policy

A34 – Board Relations with School Personnel Policy

D32 – Selection of Instructional Materials Policy

D22 – Selection of Library Materials Policy

9. Next Meeting Date

The next meeting is Monday, November 21, 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. Cecchinelli, the Committee unanimously agreed to adjourn at 7:10 p.m.

Respectfully submitted,

Andrea Poulin

	11/15/2022				BARRE UNIFIED UNION SCHOOL DISTRICT POLICY MANUAL INDEX						3.1
	70	Adopted Policies									
Color Code Key:	To Committee	To Board - 1st Read	To Board - 2nd Read								
SECTION	BUUSD CODE	PROCEDURE	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 10/17; Legal Council should review policy.		
	A22		9/12/2022	11/21/2022	Non-Discrimination	Recommend	12/17/2020	1/14/2021	VSBA Changes 9/12/22; To cmt 11/21	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			
	A30		10/16/2021	1/11/2022	Role and Adoption of School Board Policies	Consider	8/25/2022	9/22/2022		A1	
	A31		1/17/2022	1/11/2022	Board Member Education	Consider	8/25/2022	9/22/2022			
	A33		5/11/2022	11/21/2022	School Visits By Board Members	Consider	9/12/2019	10/10/2019	VSBA Removed; To cmt 11/21		
	A34		5/11/2022	11/21/2022	Board Relationships With School Personnel	Consider	9/12/2019	10/10/2019	VSBA Removed; To cmt 11/21		
Adopted	10										
B					PERSONNEL						
	B1		4/18/2022	8/8/2022	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		11/1/2022	11/15/2022	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. VSBA Change 11/1/22		
	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			
Adopted	10										
C					STUDENTS						
	C1		2/8/2022	4/18/2022	Student Records	Required	4/28/2022	5/12/2022		F5	
	C2		11/2/2022	11/15/2022	Student Drugs & Alcohol	Required	5/9/2019	6/13/2019	VSBA Change 11/1/22	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		9/22/2022	1/17/2022	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		2/15/2022	4/18/2022	Student Attendance	Required	4/28/2022	5/12/2022		F25	
	C8		1/17/2022	4/18/2022	Pupil Privacy Rights	Required	4/28/2022	5/12/2022		F27	
	C9		10/11/2019	4/18/2022	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		10/3/2022	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		9/12/2022	11/12/2020	Homeless Students	Required	12/17/2020	1/14/2021	VSBA Changes 9/12/2022; To cmt 11/21		
	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			
New	C15		11/15/2022	11/15/2022	Student Conduct and Discipline	Required			VSBA Change 11/15/2022	C20	
	C20		3/3/2020	6/2/2020	Student Conduct and Discipline	Recommend	5/9/2019	6/13/2019	VSBA Removed 11/15/22	F1	
	C21		3/3/2021	11/2/2020	Search and Seizure of Students by School Personnel	Recommend	11/12/2020	12/3/2020		F4	
New	C22		11/1/2022	11/15/2022	Student Athletics, Clubs, and Activities	Recommend			VSBA Change 11/1/22	C23 & C24	
	C23		11/2/2022	10/10/2022	Student Clubs & Activities	Recommend	5/27/2021	6/10/2021	VSBA Removed 11/15/22	F33	
	C24		9/18/2013	5/18/2020	Interscholastic Sports	Recommend	5/9/2019	6/13/2019	VSBA Removed 11/15/22	F12	
	C25		3/3/2020	6/2/2020	Admission of Non-Resident Tuition Students	Recommend	5/9/2019	6/13/2019		F14	
	C27		10/3/2022	11/1/2022	Student Self-Expression and Student Distribution of Literature	Recommend	5/9/2019	6/13/2019	VSBA Changes 10/3/2022; To cmt 11/21	F29	
	C28		3/3/2020	12/10/2020	Transgender and Gender Nonconforming Students	Recommend	1/28/2021	2/11/2021	VSBA Under Review.		

BARRE UNIFIED UNION SCHOOL DISTRICT POLICY MANUAL INDEX

70	11/15/2022									
	Adopted Policies									
Color Code Key:	To Committee	To Board - 1st Read	To Board - 2nd Read							
SECTION	BUUSD CODE	PROCEDURE	LAST VSBA MP UPDATE	CHECKED WITH VSBA UPDATE...	TITLE	VSBA REQUIRE/RECOMMEND/CONSIDER	BUUSD 1st READ DATE	BUUSD APPROVAL DATE	COMMENTS/ACTION	BSU CODE
	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
	C33		2/10/2016	5/18/2020	Student Assessment	Consider	5/9/2019	6/13/2019	VSBA Under Review.	F22
	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
	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	10/27/22	11/10/2022	Changed by VSBA - Formerly C34 - To Cmt 5/16/22; To cmt 10/17; To Bd 1st Read 10/27 - Passed 1st read; to Bd 2nd Read 11/10/22 - Adopted 11/10/2022	C34

Adopted

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D

INSTRUCTION

	D1		3/3/2020	6/2/2020	Proficiency Based Learning	Required	5/9/2019	6/13/2019	BUUSD version differs from VSBA MP based on recommendation of admin	G20
	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		5/11/2022	9/22/2020	Modes of Instruction During State of Emergency Due To COVID-19 Pandemic	Recommend	10/8/2020	10/22/2020	VSBA Changes. To cmt 11/21	D31
New	D23		11/1/22	11/15/2022	Selection of Instructional Materials	Recommend			VABA Changes.	D32
	D31		5/11/22	6/2/2020	Selecting Library Materials	Consider	5/9/2019	6/13/2019	VSBA Removed See D22	G4
	D32		5/11/22	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; To cmt 11/21 - VSBA Removed; replaced with D23.	G5

Adopted

11

E

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; To Cmt 11/21	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		8/1/09	6/2/2020	School-Community Relations	Consider	5/9/2019	6/13/2019	VSBA Under Review.	H30
	E32		8/1/09	11/8/21	Visits by Parents, Community Members or Media	Consider			VSBA Under Review. Not BUUSD Policy	

Adopted

3

F

NON-INSTRUCTIONAL OPERATIONS

	F1		8/1/2019	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	10/27/2022	11/10/2022	NEW VSBA Policy [8/15/22] to Cmt 10/17/22; To Bd 1st Read 10/27 - Passed 1st read; to Bd 2nd Read 11/10/22 - Adopted 11/10/2022	
	F20		3/25/2009	5/18/2020	Fiscal Management & General Financial Accountability	Recommend	4/28/2022	5/12/2022	Under Review by VSBA - Board Adopted 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		
	F26		10/24/2019	4/19/2021	Security Cameras (Electronic Surveillance Policy)	Recommend	10/27/2022	11/10/2022	legal counsel reviewed, Luke edit aligned w/editing Protocols; Luke recommended return to Cmt to review CVCCSD. Run CVCC changes by Lawyer return to Cmt 10/17; To Bd 1st Read 10/27 - Passed 1st read; to Bd 2nd Read 11/10/22 - Adopted 11/10/22	F41
	F27		3/17/2022	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

	11/15/2022				BARRE UNIFIED UNION SCHOOL DISTRICT POLICY MANUAL INDEX					
70	Adopted Policies									
Color Code Key:	To Committee	To Board - 1st Read	To Board - 2nd Read							
SECTION	BUUSD CODE	PROCEDURE	LAST VSBA MP UPDATE	CHECKED WITH VSBA UPDATE...	TITLE	VSBA REQUIRE/RECOMMEND/CONSIDER	BUUSD 1st READ DATE	BUUSD APPROVAL DATE	COMMENTS/ACTION	BSU CODE
Adopted	8									

RESCINDED/NOT ADOPTED POLICIES

Removed	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	Recommended policy during COVID.	
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 1/28/2021. Under review again by VSBA	
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 1/28/2021. Under review again by VSBA	
Not Adopted	B32		3/29/09	12/10/2020	Personnel Files	Consider	Not Adopting	Not Adopting	Committe and Board Opted to Not Consider 1/28/2021. Under review again by VSBA	
Not Adopted	B33		3/39/09	12/10/2020	Resignations	Consider	Not Adopting	Not Adopting	Committe and Board Opted to Not Consider 1/28/2021.	
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.	
Recinded 11/10/22	C31		6/14/2022	5/18/2020	Admission of Resident Students	Consider	5/9/2019	6/13/2019	VSBA Removed. To cmt 10/17; To Board to Rescind 11/10 - Approved to Rescind	F13
Recinded 11/10/22	C32		2/10/2016	5/18/2020	Eighteen Year-Old Students	Consider	5/9/2019	6/13/2019	VSBA Removed. To cmt 10/17; To Board to Rescind 11/10 - Approved to Rescind	F18
Recinded 11/10/22	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; To cmt 10/17; To Board to Rescind 11/10 - C70 adopted C34 Rescinded.	C23
Recinded 11/10/22	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; To Board to Rescind 11/10 - Approved to Rescind	F31
Rescinded 11/14/19	D2		10/1/2019	Removed	Grade Advancement, Promotion, Acceleration, and Retention of Students	Required	-	-	Deleted in October 2019. This policy, which used to be required by statute, is no longer applicable because of Proficiency Based Grading/Graduation Requirements. To Cmt 4/18/22 - Removed by VSBA	
Rescinded 6/23/22	D30		July 2020	6/2/2020	Field Trips	Consider	4/23/2020	5/14/2020	Removed by VSBA - Cmt. Review 11/16/2020 - Committee will discuss in the spring 2021. (BUUSD version differs from VSBA MP based on recommendation of admin)	G3
Not BUUSD	D33		5/11/22	Not BUUSD	Local Action Plan		-	-	VSBA Removed - Not BUUSD Policy	
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; To Bd 2nd read 11/10/22 - Adopted 11/10/2022
F27	Communicable Disease Mitigation Measures for Students and Staff (Recommended) [2/17/22 new; 3/15/22 changed]	Replaces F33 - To Cmt 5/16/22 - Cmt will seek additional info and revisit at a later date. Not BUUSD Policy
	<u>Policies Recently Changed</u>	
C15	Student Conduct and Discipline (Required) [11/15/2022]	VSBA Changes 11/15/22; Formerly C20
B20	Personnel Recruitment, Selection, Appointment, and Background Check (Recommended) [11/1/2022]	VSBA Changes 11/1/2022
C2	Student Drugs and Alcohol (Required) [11/1/2022]	VSBA Changes 11/1/22
C22	Student Athletics, Clubs, and Activities (Recommended) [11/1/2022]	VSBA Changes 11/1/22; Replaces C23 & C24
D23	Selection of Instructional Materials (Recommended) [11/1/2022]	VSBA Changes 11/1/22; Replaces D32
C27	Student Distribution of Literature [10/03/2022]	VSBA Changes 10/03/2022; to Cmt 11/21
E1	Title 1, Part A: Parent and Family Engagement (Required) [9/24/21]	Return to Cmt October; to Cmt 11/21
G70	Use of Restraint and Seclusion (Recommended) [1/25/22]	Formerly C34 - Format & Return to Cmt 10/17/22; To Bd 2nd read 11/10/22 - Adopted 11/10/2022
A22	Notice of Non-Discrimination (Recommended) [9/12/2022]	VSBA Changes 9/12/2022; to Cmt 11/21
C13	Students Who Are Homeless (Required)	VSBA Changes 9/12/2022; to Cmt 11/21
D22	Selection of Library Materials (Recommended) [5/11/22]	Replaces D31; to Cmt 11/21
	<u>Policies REMOVED recently</u>	
C20	Student Conduct and Discipline (Recommended) [11/15/22]	Removed by VSBA 11/15/22
C24	Interscholastic Sports (Recommended)[11/1/2022]	Removed by VSBA 11/1/22; replaced with C22
C23	Student Clubs & Activities (Secondary) (Recommended) [11/1/2022]	Removed by VSBA 11/1/22; replaced with C22
D32	Selection of Instructional Materials (Recommended) [11/1/2022]	Removed by VSBA 11/1/2022; replaced with D23
G34	Admission of Resident Students (Consider) [6/14/22]	Removed by VSBA. To Cmt 10/17/22; To Board to Rescind 11/10 - Approved
G32	Eighteen-Year-Old Students (Consider) [6/14/22]	Removed by VSBA. To Cmt 10/17/22; To Board to Rescind 11/10 - Approved
A33	School Visits by Board Members (Consider) [5/11/22]	Removed by VSBA; to Cmt 11/21
A34	Board Relations with School Personnel (Consider) [5/11/22]	Removed by VSBA; to Cmt 11/21
D32	Selection of Instructional Materials (Consider) [5/11/22]	Removed by VSBA; Replaced with D23
D31	Selecting Library Materials (Consider) [5/11/22]	Removed 5/11/22 (see D22)

F33	HIV Policy (Consider) [3/15/22]	Removed 3/15/22 (see F27)
	Policies “<u>UNDER REVIEW</u>”	
C4	English Learners (Required)	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 - Not BUUSD Policy
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
F23	Capitalization of Assets	Under Review by VSBA
B30	Staffing and Job Descriptions [3/29/09]	Under Review by VSBA - Not adopted by BUUSD 1/28/21
B31	Educator Supervision & Evaluation: Probationary Teachers [3/29/09]	Under Review by VSBA - Not adopted by BUUSD 1/28/21
B32	Personnel Files [3/29/09]	Under Review by VSBA - Not adopted by BUUSD 1/28/21

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	11/2/22	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 (see C15)	11/2/22	C30	Student Medication	Under Review
C2	Student Drugs & Alcohol	11/2/22	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 Athletics, Clubs, and Activities	11/2/22	C32	Eighteen Year Old Students	Removed
C4	English Learners	Under Review	C23	Student Clubs & Activities (Secondary)-- merged w/ C22	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						
C15	Student Conduct and Discipline	11/15/22						

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 see D23	Removed
D4	Title One Comparability	12/03/15	D23	Selection of Instructional Materials	11/2/22	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
POLICY**

CODE: A 22

1ST READING: 12/17/2020

2ND READING: 01/14/2021

ADOPTED: 01/14/2021

NOTICE OF NON-DISCRIMINATION

POLICY

The Barre Unified Union School District (BUUSD) will not unlawfully discriminate in its programs and activities against any person or group on any basis prohibited by federal or state law, and will provide equal access to designated youth groups.

The BUUSD shall make reasonable accommodations to the known qualifying physical or emotional disabilities of an applicant or employee, unless the BUUSD can demonstrate that the accommodation would impose an undue hardship on the operation of its program or activity.

~~The Superintendent, or his or her designee, shall prepare, and the Board shall approve, guidance to applicants and employees regarding requests for reasonable accommodations, including provisions for undue hardship.~~

Applicants for admission and employment, students, parents, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with the BUUSD are hereby notified that this school district does not discriminate on the basis of race, color, religion (creed), ancestry, national origin, place of birth, sex, sexual orientation, gender identity, disability, age, political affiliation or marital status in admission or access to, or treatment or employment in, its programs and activities.

~~The Superintendent, or his or her designee, shall develop procedures necessary to ensure compliance and enforcement of this policy.~~

A person has been designated by the BUUSD to coordinate the district's efforts to comply with the regulations implementing Title VI, Title VII, Title IX, and Section 504 of the Rehabilitation Act of 1973, and other non-discrimination laws or regulations. The designated coordinator is identified in the procedure accompanying this policy along with information on how that person may be contacted.

Any person having inquiries concerning the BUUSD's compliance with the regulations implementing Title VI, Title VII, Title IX, Section 504 or other state or federal non-discrimination laws or regulations is directed to contact the non-discrimination coordinator described above.

Administrative Responsibilities

The superintendent or designee shall develop procedures to accompany this policy. This procedure shall designate a coordinator and information on how to contact the coordinator.

CODE: A22
(Recommended)

NOTICE OF NON-DISCRIMINATION

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.

Policy

The board will not unlawfully discriminate in its programs and activities against any person or group on any basis prohibited by federal or state law and will provide equal access to designated youth groups. ^[1]

The district shall make reasonable accommodations to the known qualifying physical or emotional disabilities of an applicant or employee, unless the district can demonstrate that the accommodation would impose an undue hardship on the operation of its program or activity.^[2]

Applicants for employment, students, parents, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with the _____ School District (District) are hereby notified that this district does not discriminate on the basis of race, color, religion (creed), ancestry, national origin, place of birth, sex, sexual orientation, gender identity, disability, age, political affiliation or marital status in admission or access to, or treatment or employment in, its programs and activities.

A person has been designated by the District to coordinate the district's efforts to comply with the regulations implementing Title VI, Title VII, Title IX, and Section 504 of the Rehabilitation Act of 1973, and other non-discrimination laws or regulations. The designated coordinator is identified in the procedure accompanying this policy along with information on how that person may be contacted.

Any person having inquiries concerning the District's compliance with the regulations implementing Title VI, Title VII, Title IX, Section 504 or other state or federal non-

discrimination laws or regulations is directed to contact the non-discrimination coordinator described above.

Administrative Responsibilities

The superintendent or designee shall develop procedures to accompany this policy. This procedure shall designate a coordinator and information on how to contact the coordinator.

^[1] Federal regulations implementing Title VI (race, color, national origin), Title VII (race, color, religion, sex and national origin), Title IX (sex), Section 504 (disability), the *Age Discrimination Act*, and the *Boy Scouts Act* contain requirements for recipients of federal funds to issue notices of non-discrimination. These regulations require that recipients notify students, parents and others that they do not discriminate on the basis of race, color, national origin, sex, disability and age, and, if applicable, that they provide equal access to the Boy Scouts of America and other designated youth groups.

^[2] See 34 C.F.R. § 104.12(a-c) for requirements related to reasonable accommodations and factors to be considered when determining when a requested accommodation would create an undue hardship. The inclusion of this provision in this model policy is based on a finding by the federal Office of Civil Rights that a Vermont school district's policy on non-discrimination was not in compliance with Section 504 of the Rehabilitation Act of 1973 because it did not include these provisions.

<i>VSBA Updated:</i>	<i>September 12, 2022</i>
<i>Date Warned:</i>	
<i>Date Adopted:</i>	
<i>Legal Reference(s):</i>	<i>9 V.S.A. §4502 (Public accommodations)</i>
	<i>21 V.S.A. §§495 et seq. (Employment practices)</i>
	<i>21 V.S.A. §1726 (Unfair labor practices)</i>
	<i>20 U.S.C. §§1400 et seq. (IDEA)</i>
	<i>20 U.S.C. §§1681 et seq. (Title IX, Education Amendments of 1972))</i>
	<i>29 U.S.C. §206(d) (Equal Pay Act of 1963)</i>
	<i>29 U.S.C. §§621 et seq. (Age Discrimination in Employment Act)</i>
	<i>29 U.S.C. §794 (Section 504, Rehabilitation Act of 1973)</i>
	<i>42 U.S.C. §§2000d et seq. (Title VI of the Civil Rights Act of 1964)</i>
	<i>42 U.S.C. §§2000e et seq. (Title VII of the Civil Rights Act of 1964)</i>
	<i>42 U.S.C. §§12101 et seq. (Americans with Disabilities Act of 1990)</i>
<i>Cross Reference:</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: A33**

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

SCHOOL VISITS BY BOARD MEMBERS**Policy**

It is the policy of the Barre Unified Union School District to encourage school board members to become familiar with their schools, its programs and the needs of its staff and students.

Implementation

Individual board members may visit schools periodically to expand their knowledge of school programs and staff and student needs.

- Board members will complete background checks, similar to volunteers and employees
- School visits will follow prior notification to the principal
- Concerns raised as a result of school visits by board members will be directed to the Superintendent
- Board members will identify when they are visiting the school in their role as a board member, versus when they are visiting the school in another role (i.e.; as parent/guardian, relative or emergency contact, professional or organizational affiliation, etc.)
- Board members will follow all school policies and procedures

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

CODE: A34

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

BOARD RELATIONS WITH SCHOOL PERSONNEL

Policy

It is the policy of the Barre Unified Union School District to encourage school board interactions with school personnel while respecting appropriate reporting relationships.

At School Board or Committee Meetings

The board will request the Superintendent to invite school personnel to school board or committee meetings regularly to discuss student achievement relative to their programs.

Relations with the Principal

The superintendent will develop guidelines for board relations with principals and other administrators. Guidelines for board relations with principals should take into account:

1. The responsibility of the superintendent to direct the administration and coordination of educational programs in the district;
2. The periodic need of board members for information most readily available from school principals; and
3. The need to maintain a distinction between the administrative role of the principal and the policy making role of the board.

Relations with Other School Staff

1. Individual board members will communicate with staff members on matters of school business only at the direction of the board as a whole.
2. Staff participation in the development of educational and personnel policies will be encouraged and facilitated by the board
3. Board members will adhere to procedures required by board policy and Vermont law related to collective bargaining and teacher evaluation.

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

CODE: C 13

1ST READING: 12/17/2020

2ND READING: 01/14/2021

ADOPTED: 01/14/2021

HOMELESS STUDENTS

Policy

The Barre Unified Union School District (BUUSD) is committed to the success of every student. Homeless students in the District will have access to the education and other services needed to ensure that an opportunity is available to meet the same academic achievement standards to which all students are held.

The District will designate a liaison for students in homeless situations to carry out duties as required by law.

The District will ensure that homeless students are not stigmatized nor segregated on the basis of their status as homeless. A homeless student will be admitted to the school district in which the student is actually living or to the student's school of origin as requested by the parent and in accordance with the student's best interest. Transportation will be provided to and from the student's school of origin at the request of the parent, or in the case of an unaccompanied student, the District's liaison for homeless students. Homeless students will have access to all programs and services for which they are eligible, including but not limited to special education services, preschool, school nutrition programs, and language assistance for English learners.

Definitions

- (a) 1. **Homeless students** means those lacking a fixed, regular and adequate nighttime residence, including:
 1. A. Sharing the housing of other persons due to loss of housing, economic hardship, or similar reason;
 2. B. Living in motels, hotels, trailer parks or camping grounds due to the lack of alternative adequate accommodations;
 3. C. Living in emergency or transitional shelters;
 4. D. Being abandoned in hospitals;
 5. E. ~~Living in~~ Having a primary nighttime residence that is a public or private places not designed for or ordinarily used as regular sleeping accommodations for human beings;
 6. F. Living in cars, parks, public spaces, abandoned buildings, substandard housing, transportation stations or similar settings; and
 7. G. Migratory children living in conditions described in the previous examples.
- (b) 2. **Enroll and enrollment** mean attending classes and participating fully in school activities.
- (c) 3. **Unaccompanied youth** means a homeless child or youth not in the physical custody of a parent or guardian.

- (d) 4. **School of Origin** ~~includes preschools and, when a~~ means the school that a child or youth attended when permanently housed or the school in which the child or youth was last enrolled, including a preschool. When a child or youth completes the final grade level served by the school of origin, it also includes the designated receiving school at the next grade level for all feeder schools.

Implementation Administrative Responsibilities

The Superintendent or designee shall develop written procedures to ensure the following rights of eligible students:

1. Equal access to the same free, appropriate public education, including public prekindergarten education, as is provided to other children and youth;
2. Immediate enrollment, even when records normally required for enrollment are not present;
3. Remain in the school of origin, if it is in the student's best interest, in order to maintain educational stability;
4. Access to all educational and related services for which they are eligible, including Title I services, educational programs for children with disabilities, educational programs for English learners, career and technical education, programs for gifted and talented students, and free school meals;
5. Full participation in school, which may include participation in extracurricular activities;
6. Transportation, provided by the local education agency (LEA), to and from the school of origin;
7. Privacy, such that information about a homeless student's living situation will be treated as a student education record and not deemed to be directory information.
8. Dispute an eligibility, school selection, or enrollment decision, and for a child or youth to be admitted to the school in which enrollment is sought, pending the resolution of the dispute.

Code: C13
Required

STUDENTS WHO ARE HOMELESS

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.

Policy

The _____ School District (District) is committed to the success of every student. Homeless students in the District will have access to the education and other services needed to ensure that an opportunity is available to meet the same academic achievement standards to which all students are held.

The District will designate a liaison for students in homeless situations to carry out duties as required by law.

The District will ensure that homeless students are not stigmatized nor segregated on the basis of their status as homeless. A homeless student will be admitted to the school district in which the student is actually living or to the student's school of origin as requested by the parent and in accordance with the student's best interest. Transportation will be provided to and from the student's school of origin at the request of the parent, or in the case of an unaccompanied student, the District's liaison for homeless students. Homeless students will have access to all programs and services for which they are eligible, including but not limited to special education services, preschool, school nutrition programs, and language assistance for English learners.

Definitions

1. **Homeless students** means those lacking a fixed, regular and adequate nighttime residence, ~~which could include~~ including:
 - A. Sharing the housing of other persons due to loss of housing, economic hardship, or similar reason;
 - B. Living in motels, hotels, trailer parks or camping grounds **due to** the lack of alternative adequate accommodations;
 - C. Living in emergency or transitional shelters;
 - D. Being abandoned in hospitals;

E. Having a primary nighttime residence that is a public or private place not designed for or ordinarily used as regular sleeping accommodations for human beings;

F. Living in cars, parks, public spaces, abandoned buildings, substandard housing, transportation stations or similar settings; and

G. Migratory children living in conditions described in the previous examples.

2. **Enroll and enrollment** mean attending classes and participating fully in school activities.

3. **Unaccompanied youth** means a homeless child or youth not in the physical custody of a parent or guardian.

4. **School of Origin** means the school that a child or youth attended when permanently housed or the school in which the child or youth was last enrolled, including a preschool. When a child or youth completes the final grade level served by the school of origin, it also includes the designated receiving school at the next grade level for all feeder schools.

Administrative Responsibilities

The superintendent or designee shall develop written procedures to ensure the following rights of eligible students:

1. Equal access to the same free, appropriate public education, including public prekindergarten education, as is provided to other children and youth;

2. Immediate enrollment, even when records normally required for enrollment are not present;

3. Remain in the school of origin, if it is in the student's best interest, in order to maintain educational stability;

4. Access to all educational and related services for which they are eligible, including Title I services, educational programs for children with disabilities, educational programs for English learners, career and technical education, programs for gifted and talented students, and free school meals;

5. Full participation in school, which may include participation in extracurricular activities;

6. Transportation, provided by the local education agency (LEA), to and from the school of origin;

7. Privacy, such that information about a homeless student's living situation will be treated as a student education record and not deemed to be directory information.

8. Dispute an eligibility, school selection, or enrollment decision, and for a child or youth to be admitted to the school in which enrollment is sought, pending the resolution of the dispute.

<i>VSBA Update:</i>	<i>September 13, 2022</i>
<i>Date Warned:</i>	
<i>Date Adopted:</i>	

<i>Legal Reference(s):</i>	<i>McKinney-Vento Homeless Assistance Act (as amended by ESSA) 42 U.S.C. §§ 11431 – 11432</i>
	<i>Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g; 34 CFR Part 99</i>
<i>Cross References:</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 MANUAL

CODE: C 27

1ST READING: 5/9/2019

2ND READING: 6/13/2019

ADOPTED: 6/13/2019

STUDENT ~~SELF-EXPRESSION AND STUDENT~~ DISTRIBUTION OF LITERATURE

Policy

It is the policy of the Barre Unified Union School District (BUUSD) to allow limited distribution of non-school sponsored literature on school grounds or at school events by students. Accordingly, the ~~superintendent/principal/director~~ may allow students to distribute these materials so long as they are in compliance with this policy.

Definitions

1. **“Non-school sponsored literature”** means any printed, written, or electronic materials prepared by non-school organizations or individuals that are not made as a part of the curricular or approved extracurricular programs of the district. They include such things as fliers, invitations, announcements, pamphlets, posters, photographs, pictures, audio recordings, digital recordings, and electronic messages. Materials prepared under the supervision of school staff as part of classroom instruction or classroom activities are not restricted by this policy.
2. **“Distribution”** means circulating non-school sponsored literature in ways that include: handing to others on school property or during school-sponsored events; posting on school property such as walls, bulletin boards, and district web-sites; placing upon desks, tables, on or in lockers; or making available in the principal’s office.

Implementation

This policy prohibits the distribution of literature that:

1. Is obscene, vulgar, or profane, or harms the reputation of others;
2. Violates federal, state or local laws;
3. Advocates the use or availability of tobacco, alcohol or illegal drugs;
4. Incites violence;
5. Interferes with or advocates interference with the orderly operation of the schools;
6. Primarily seeks to advertise for sale products or services; or
7. Has fundraising as its primary purpose.

When a student wishes to distribute copies of non-school sponsored literature, the materials must include the name of the person or organization sponsoring the literature, and shall be submitted to the ~~superintendent/principal/director~~ to review ahead of time in order to confirm that the literature does not fall in one of the prohibited categories listed above. ~~Any future distribution of materials is dependent on the person/organization cleaning up litter resulting from distribution or posting.~~

~~Non-school related postings are limited to one designated area — a community bulletin board by the front offices. School supplies may not be used to create the materials, including printers, copiers, paper, markers, or other supplies.~~

The principal/director does not need to review the literature ahead of time when the materials will be distributed by a student to other attendees of a student group meeting at school during non-instructional time. However, even in these cases, students must ensure that the materials do not fall into one of the prohibited categories.

Administrative Responsibilities

The ~~superintendent/principal/director~~ may place reasonable time, place, and manner restrictions on the distribution of non-school sponsored literature. However, the ~~A~~ administrator cannot use these restrictions or others to discriminate as to the point of view reflected in the materials.

Student Self-Expression

~~Students have a right to express themselves on school property and at school functions through speech or expressive actions, provided they do not materially and substantially interfere with the orderly operation of the school and the rights of others.~~

~~This policy prohibits student self-expression that:~~

- ~~A. Is obscene, vulgar, or profane, or harms the reputation of others;~~
- ~~B. Violates federal, state or local laws;~~
- ~~C. Advocates the use or availability of tobacco, alcohol or illegal drugs;~~
- ~~D. Incites violence; or~~
- ~~E. Interferes with or advocates interference with the orderly operation of the schools.~~

~~The situation in which students express themselves may affect the amount of freedom they are given in their speech. If the speech is part of a school-sponsored publication, when a reasonable person would think that the speech is endorsed by the school district, the school district may exercise more control. School district representatives may have editorial control over the style and content of student speech in school-sponsored activities, such as class work or a school newspaper, so long as their edits are reasonably related to legitimate school-related concerns.~~

CODE C27 (Recommended)

STUDENT DISTRIBUTION OF LITERATURE

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.

Policy

It is the policy of the _____ School District (District) to allow limited distribution of non-school sponsored literature on school grounds or at school events by students. Accordingly, the superintendent/principal may allow students to distribute these materials so long as they are in compliance with this policy.

Definitions

1. **Non-school sponsored literature means** any printed, written, or electronic materials prepared by non-school organizations or individuals that are not made as a part of the curricular or approved extracurricular programs of the district. They include such things as fliers, invitations, announcements, pamphlets, posters, photographs, pictures, audio recordings, digital recordings, and electronic messages. Materials prepared under the supervision of school staff as part of classroom instruction or classroom activities are not restricted by this policy.
2. **Distribution** means circulating non-school sponsored literature in ways that include: handing to others on school property or during school-sponsored events; posting on school property such as walls, bulletin boards, and district web-sites; placing upon desks, tables, on or in lockers; or making available in the principal's office.

Implementation

This policy prohibits the distribution of literature that:

1. Is obscene, vulgar, or profane, or harms the reputation of others;^[1]
2. Violates federal, state or local laws;
3. Advocates the use or availability of tobacco, alcohol or illegal drugs;^[2]
4. Incites violence;
5. Interferes with or advocates interference with the orderly operation of the schools;^[3]
6. Primarily seeks to advertise for sale products or services;^[4] or
7. Has fundraising as its primary purpose.^[5]

When a student wishes to distribute copies of non-school sponsored literature, the materials must include the name of the person or organization sponsoring the literature, and shall be submitted to the superintendent/principal to review ahead of time in order to confirm that the literature does not fall in one of the prohibited categories listed above.

The superintendent/principal does not need to review the literature ahead of time when the materials will be distributed by a student to other attendees of a student group meeting at school during non-instructional time. However, even in these cases, students must ensure that the materials do not fall into one of the prohibited categories.

Administrative Responsibilities

The superintendent/principal may place reasonable time, place,^[6] and manner^[7] restrictions on the distribution of non-school sponsored literature. However, the administrator cannot use these restrictions or others to discriminate as to the point of view reflected in the materials.^[8]

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- [1] *Bethel School District No. 403 v. Fraser*, 478 U.S. 675 (1986) (student may be disciplined for giving speech at school assembly that contained sexual innuendos and vulgar language). T-shirt that impugned character of sitting U.S. president was not vulgar or offensive within meaning of *Fraser* according to Second Circuit Court of Appeals. *Guiles v. Marineau*, 461 F.3d 320 (2d Cir. 2006).
- [2] *Morse v. Frederick*, 551 U.S. 393 (2007) (school officials may prohibit speech that they reasonably believe advocates illegal drug use, so long as the speech cannot be interpreted as commenting on any political or social issue). Student had First Amendment right to wear T-shirt that criticized President Bush by depicting him as a drug and alcohol user and a “chicken-hawk” because it did not advocate use of drugs. *Guiles v. Marineau*, 461 F.3d 320 (2d Cir. 2006).
- [3] The standard for evaluating the reasonableness of controls on student self-expression and student speech is whether or not the speech substantially or materially disrupts school activity, or could reasonably be forecast to cause such disruption. *Tinker v. Des Moines Indep. Community Sch. Dist.*, 393 U.S. 503 (1979) (students protesting Vietnam War entitled to wear black armbands).
- [4] As indicated here, a district could choose to prohibit all distribution of literature that promotes the sale of products or services. As with all viewpoint neutral prohibitions, care must be taken that the prohibition is evenly enforced without exceptions. If a district wishes to allow distribution of materials supporting some commercial activity but not others, it must make the distinction based on criteria that are objective and viewpoint neutral.
- [5] A common question may be whether students selling items to raise money for parent-teacher organizations is permitted. If such organizations are clearly delineated (either in this policy or elsewhere) as school-sponsored groups and their literature is delineated as school-sponsored literature, then distribution of their fundraising materials would not be restricted by this policy.
- [6] Examples of a “place” restriction might be that literature be posted only on bulletin boards and not on windows, or that it be made available on a specified table in the principal’s office. The district must bear in mind that the restrictions must be aimed at preventing disruption to student learning.
- [7] A “manner” restriction might specify whether or not persons distributing the material may stand at the main entrance to the building, or might limit the number of copies of a pamphlet that may be distributed.
- [8] The basic principle in evaluating the constitutionality of restrictions on distribution of materials in a limited public form is that the restrictions may not be based on the viewpoint of the materials or the one distributing them. *Lamb’s Chapel v. Center Moriches Union Free School Dist.*, 508 U.S. 384 (1993); *Rosenberger v. Univ. of Virginia*, 515 U.S. 819 (1995); *Good News Club v. Milford Central Schools*, 533 U.S. 98 (2001).

<i>VSBA Version:</i>	<i>October 3, 2022</i>
<i>Date Warned:</i>	
<i>Date Adopted:</i>	
<i>Legal Reference(s):</i>	<i>Bethel School District No. 403 v. Fraser, 478 U.S. 675 (1986)</i>
	<i>Morse v. Frederick, 551 U.S. 393 (2007)</i>
	<i>Guiles v. Marineau, 461 F.3d 320 (2d Cir. 2006)</i>
	<i>Tinker v. Des Moines Indep. Community Sch. Dist., 393 U.S. 503 (1979)</i>
	<i>Lamb's Chapel v. Center Moriches Union Free School Dist. 508 U.S. 384 (1993)</i>
	<i>Rosenberger v. Univ. of Virginia, 515 U.S. 819 (1995)</i>
	<i>Good News Club v. Milford Central Schools, 533 U.S. 98 (2001)</i>
<i>Cross Reference:</i>	<i>Student Freedom of Expression in School-Sponsored Media</i>

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BARRE UNIFIED UNION SCHOOL DISTRICT # 097
POLICY MANUAL

CODE: D-31 D 22

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

SELECTING OF LIBRARY MATERIALS

Policy

~~It is the policy of the Barre Unified Union School District (BUUSD) to provide students access to a wide variety of educational materials in individual classrooms and in the media center to support student learning.~~

The freedom to read is essential to our democracy. The school library plays an important role in helping students to inquire, to study and evaluate information, and to gain new understandings and knowledge. Therefore, library materials provided by the Barre Unified Union School District (~~District~~), regardless of technology, format, or methods of delivery, should be readily, equally, and equitably accessible to all students.

This policy exists to ensure that the District provides access to a diverse library collection, that supports students in the curriculum, their personal research, and recreational reading, and that sustains students' First Amendment Rights to access information and to read freely.

Definitions

For the purpose of this policy:

1. ***Library Materials*** ~~“Media”~~ include all materials considered part of the library collection, including but not limited to print, digital, and media production resources. Library materials may be found in both physical and virtual library spaces. ~~plus all instructional materials housed in resource centers and classrooms, if any, which are not text materials.~~
2. ***Educational Technology*** means instruction and/or preparation in the appropriate use of current technology to provide students with the knowledge and skills needed to communicate, solve problems, and to access, manage, integrate, evaluate and create information.
3. ***Diverse library collection*** means that the library collection intentionally contains content by and about a wide array of people and cultures to authentically reflect a variety of ideas, information, stories, and experiences, including those from traditionally marginalized and underrepresented communities.

~~“Media Center” is the space, room, or complex of rooms and spaces designated as a library, media center, instructional materials center, or similar term. It may include units not contiguous to the center where facilities so dictate. These units would include but not be limited to, resource centers, production centers, and television studios.~~

Access to Instructional Materials

Each school shall:

- a. provide a learning environment with sufficient supplies and infrastructure to allow for learning;
- b. develop, maintain, and expand as needed a library collection of print, digital and technology resources, administered by a certified library media specialist;
- c. ensure that the curriculum is supported by necessary digital and print resources;
- d. ensure that students, educators, administrators, and staff have access to an organized collection of digital and print materials sufficient and appropriate to support all students in meeting or exceeding the current state and national standards at no cost to the student;
- e. provide students access to the library on a regular basis to use materials for reading, research, and for instruction in the skills needed to select and use information effectively;
- f. provide access to a variety of up-to-date information, assistive, and other technology to support students in meeting or exceeding the standards;
- g. provide broadband internet service for students and educators to access educational resources;
- h. adopt and implement written policies on electronic resources, acceptable internet usage, and procedures for handling complaints for both staff and students;
- i. support a schedule that provides opportunities for a library media specialist to collaborate with educators as they integrate information research skills into their curriculum; and
- j. ensure that students are afforded the opportunity to learn the skills to locate, evaluate, synthesize, and to present information and ideas within content areas using technology integration.

Administrative Responsibilities

The superintendent or designee will develop and implement procedures that address the selection of library materials and the provision of access to those materials. The superintendent or designee will develop procedures to address:

- a. selection of materials;
- b. deselection of materials;
- c. donations of materials; and
- d. reconsideration of materials.

The superintendent or designee will ensure that the District provides services of a certified library media specialist to students and staff. Schools with over 300 students shall have at least one full-time library media specialist and sufficient staff to implement a program that supports literacy, information and technology standards. Schools with fewer than 300 students shall employ a library media specialist on a pro-rata basis.

Use of School Library Materials and Resources

The library media specialist may consult with faculty, the student body, community members and organizations to develop library collections that are diverse, inclusive, and representative of the history, contributions, and perspectives of ethnic groups and social groups.

At the discretion of the building principal, students, staff, and family members of the District may be allowed use of library materials and resources. However, such access shall not interfere with regular school use of those materials and resources.

Implementation

- ~~1. When selecting materials to be purchased for the media center, the media specialist will evaluate the existing collection and the school's/district's curriculum needs and will consult reputable, professionally prepared selection aids and other appropriate sources.~~
- ~~2. Recommendations for purchases will be solicited from members of the faculty and student body.~~
- ~~3. Materials obtained either by purchase or gift shall be judged by the criteria set forth in the policy on the selection of instructional materials and shall be accepted or rejected in accord with those criteria.~~
- ~~4. Selection is an ongoing process which shall include the removal of materials no longer appropriate and the replacement of lost and worn materials still of educational value.~~

~~Complaints related to the selection of library materials will be handled through the procedures for handling complaints.~~

VSBA Version 5.8

CODE D22

(Recommended)

SELECTION OF LIBRARY MATERIALS

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(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.

Policy

The freedom to read is essential to our democracy. The school library plays an important role in helping students to inquire, to study and evaluate information, and to gain new understandings and knowledge. Therefore, library materials provided by the _____ School District (District), regardless of technology, format, or methods of delivery, should be readily, equally, and equitably accessible to all students.

This policy exists to ensure that the District provides access to a diverse library collection, that supports students in the curriculum, their personal research, and recreational reading, and that sustains students' First Amendment Rights to access information and to read freely.

Definitions

For the purpose of this policy:

1. **Library Materials** include all materials considered part of the library collection, including but not limited to print, digital, and media production resources. Library materials may be found in both physical and virtual library spaces.
2. **Educational Technology** means instruction and/or preparation in the appropriate use of current technology to provide students with the knowledge and skills needed to communicate, solve problems, and to access, manage, integrate, evaluate and create information.^[1]
3. **Diverse library collection** means that the library collection intentionally contains content by and about a wide array of people and cultures to authentically reflect a variety of ideas, information, stories, and experiences, including those from traditionally marginalized and underrepresented communities.

[1] SBE Rule 2114 (Definition of Educational Technology)

Access to Instructional Materials ^[2]

Each school shall:

- a. provide a learning environment with sufficient supplies and infrastructure to allow for learning;
- b. develop, maintain, and expand as needed a library collection of print, digital and technology resources, administered by a certified library media specialist;
- c. ensure that the curriculum is supported by necessary digital and print resources;
- d. ensure that students, educators, administrators, and staff have access to an organized collection of digital and print materials sufficient and appropriate to support all students in meeting or exceeding the current state and national standards at no cost to the student;
- e. provide students access to the library on a regular basis to use materials for reading, research, and for instruction in the skills needed to select and use information effectively;
- f. provide access to a variety of up-to-date information, assistive, and other technology to support students in meeting or exceeding the standards;
- g. provide broadband internet service for students and educators to access educational resources;
- h. adopt and implement written policies on electronic resources, acceptable internet usage, and procedures for handling complaints for both staff and students;
- i. support a schedule that provides opportunities for a library media specialist to collaborate with educators as they integrate information research skills into their curriculum; and
- j. ensure that students are afforded the opportunity to learn the skills to locate, evaluate, synthesize, and to present information and ideas within content areas using technology integration.

Administrative Responsibilities

The superintendent or designee will develop and implement procedures that address the selection of library materials and the provision of access to those materials. The superintendent or designee will develop procedures to address:

- a. selection of materials;
- b. deselection of materials;
- c. donations of materials; and
- d. reconsideration of materials.

The superintendent or designee will ensure that the District provides services of a certified library media specialist to students and staff. Schools with over 300 students shall have at least one full-time library media specialist and sufficient staff to implement a program that supports literacy, information and technology standards. Schools with fewer than 300 students shall employ a library media specialist on a pro-rata basis.^[3]

[2] SBE Rule 2122.2 (Access to Instructional Materials)

[3] SBE Rule 2121.2 (Staff)

Use of School Library Materials and Resources

The library media specialist may consult with faculty, the student body, community members and organizations to develop library collections that are diverse, inclusive, and representative of the history, contributions, and perspectives of ethnic groups and social groups.

At the discretion of the building principal, students, staff, and family members of the District may be allowed use of library materials and resources. However, such access shall not interfere with regular school use of those materials and resources.

<i>VSBA Version:</i>	<i>May 11, 2022</i>
<i>Date Warned:</i>	
<i>Date Adopted:</i>	
<i>Legal Reference(s):</i>	<i>16 V.S.A. §563(14) (Powers of school boards) State Board of Education Rules 2121.2 (Staff) State Board of Education Rules 2114 (Definition of Technology Integration) State Board of Education Rules 2122.2 (Access to Instructional Materials)</i>
<i>Cross Reference:</i>	<i>District Equity Policy (C29) Selection of Instructional Materials (D32)</i>

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