



**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:** January 26, 2023

**RE:** BUUSD Policy Committee Meeting  
January 30, 2023 @ 6:00 p.m.  
**In-Person:** Spaulding High School Library, 155 Ayers St, Barre  
**Remote Options:** Meeting Link: [meet.google.com/dmf-dowp-dyg](https://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 December 19, 2022
5. New Business
  - 5.1. BUUSD Policy Index Review
  - 5.2. VSBA Policy Notes
  - 5.3. Board Meetings, Agenda Preparation and Distribution (A20) (Recommended)
  - 5.4. English Learners (C4) (Required)
  - 5.5. Personnel Recruitment, Selection, Appointment, and Background Check (B20) (Recommended)
  - 5.6. Student Athletics, Clubs, and Activities (C22) (Recommended)
6. Old Business
7. Other Business
8. Items for Future Agenda
9. Next Meeting Date: February 20, 2023, 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. Selection of Instructional Materials (D23) (Recommended) (VSBA Change 11/1/22; Replaces D32 Rescind after adoption) [Cmt added 12/2022]
- C. Title I, Part A: Parent and Family Engagement (E1) (Required) [Cmt added 12/2022]

### Under Review by VSBA

- A. Educational Support System (D21) (Recommended)
- B. Transgender and Gender Nonconforming Students (C28) (Recommended)
- C. Student Medication (C30) (Consider)
- D. Student Assessment (C33) (Consider)
- E. School-Community Relations (E30) (Consider)
- F. Visits by Parents, Community Members or Media (E32) (Consider) (Not BUUSD Policy)
- G. Staffing and Job Descriptions (B30) (Consider)(Not adopted By BUUSD 1/28/21)
- H. Educator Supervision & Evaluation: Probationary Teachers (B31) (Consider) (Not adopted By BUUSD 1/28/21)
- I. Personnel Files (B32) (Consider) (Not adopted By BUUSD 1/28/21)
- J. Fiscal Management & General Financial Accountability (F20) (Bd Adopted 5/2022; VSBA under review again)
- K. Financial Reports and Statements (F21) (VSBA under review; not BUUSD Policy)
- L. 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  
December 19, 2022 – 6:00 p.m.

### MINUTES

#### COMMITTEE MEMBERS PRESENT:

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

#### COMMITTEE MEMBERS ABSENT:

Tim Boltin (BC)

#### OTHER BOARD MEMBERS PRESENT:

Nancy Leclerc  
Terry Reil

#### ADMINISTRATORS AND STAFF PRESENT:

Chris Hennessey, Superintendent  
Luke Aither, SHS Co-Principal  
Ted Mills, BTMES Assistant Principal

#### GUESTS:

Andrew McMichael

#### **1. Call to Order**

The Chair, Ms. Parker, called the Monday, December 19, 2022, meeting to order at 6:05 p.m., which was held at the Spaulding High School Library and via video conference .

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

None.

#### **3. Public Comment**

None.

#### **4. Approval of Minutes**

##### **4.1 Approval of Minutes – November 21, 2022 Policy Committee Meeting**

On a motion by Mr. Cecchinelli, seconded by Mr. Valsangiacomo the Committee unanimously agreed to approve the Minutes of the November 21, 2022 Policy Committee Meeting.

#### **5. New Business**

##### **5.1 Review of BUUSD Policy Manual Index**

A copy of the BUUSD Policy Manual Index (dated 12/19/22) was distributed.

Ms. Parker advised regarding changes to the Index and noted that the plan is to try using only the local Policy Index at meetings. The document now includes columns for procedures (operational and formal written procedures) for each building. Mr. Aither advised that the SHS/SEA column will be split (a separate column for each campus). Mr. Aither wanted to clarify the definition of ‘formally documented’, his interpretation is that formally documented means the procedure is on the web site ‘tied’ to the policy. Ms. Parker advised that she believes there was discussion held regarding linking handbooks to the policy section of the website. Mr. Aither advised that SHS has operational procedures for all policies, but not all procedures are formally documented. It was noted that Policy C10 is formally documented (C10-P) and should be checked off. Discussion was held regarding whether or not procedures in handbooks should be listed as formally documented. Mr. Hennessey recommends putting a link to the handbook on the policy/procedure section of the website. Brief discussion was held regarding color coding. Ms. Parker noted that Policy code D22 is now Selection of Library Materials, but is listed as ‘Modes of Instruction During State of Emergency Due To COVID-19 Pandemic’. It is believed this policy was rescinded and the policy number has been reassigned. The rescinded policy D22 needs to be added to the section labeled ‘Rescinded/Not Adopted Policies’.

# DRAFT

## 5.2 VSBA Policy Notes

A document titled 'VSBA Policy Notes – BUUSD Policy Committee – 2022 – 23 (12/19/22 meeting)' was distributed.

Ms. Parker provided a brief overview of the document that is included in the packet. In response to a query from Mr. Valsangiacomo, it was noted that the 'equity consultant' referred to in the document is a VSBA consultant. Mr. Valsangiacomo advised that with the information provided, he is not able to determine which amendments are based on statutory changes and which are suggested changes from the equity consultant. Mr. Kelly suggested that the Committee know in advance which changes are required (statutory) and which ones are not. Mr. Hennessey suggested that he and Mrs. Gilbert review the changes to make that determination.

## 5.3 Student Conduct and Discipline Policy (C15) – Required – VSBA Change 11/15/22 – Currently C20

Copies of the VSBA Policy and the Draft BUUSD Policy were distributed.

Ms. Parker provided a brief overview of the action taken by VSBA on this policy (amendments). Mrs. Farrell noted the difficulty in defining these types of policies which tend to change frequently. There were no questions from the Committee

**On a motion by Mr. Valsangiacomo, seconded by Mr. Cecchinelli, the Committee unanimously voted to present the Board with a First Reading of the amended Student Conduct and Discipline Policy (C15).**

## 5.4 Personnel Recruitment, Selection, Appointment, and Background Check Policy (B20) – Recommended – VSBA Change 11/01/22

Copies of the VSBA Policy and the Draft BUUSD Policy were distributed.

Ms. Parker provided a brief overview of the action taken by VSBA on this policy (amendments). Brief discussion was held, including; a query regarding when/if training occurs and if this sentence should remain in the policy, a query regarding the removal of 'contractors' from the policy, what constitutes a 'reasonable effort' (in paragraph 1), a query regarding why the policy specifically lists 'hate crimes', clarification that the abuse registry is not part of criminal records, and a query regarding the definition of 'report checks'. It is believed that grammatical errors are causing confusion relating to the 'report checks'. Wording changes will need to be finalized for the section labeled 'Selection'. Brief discussion was held regarding the Recruitment section (#4) referring to 'historical inequity', which is subjective, and under the section 'Appointment', #4 relating to records (retaining and destroying). Mr. Hennessey will contact legal counsel regarding some of the questions posed.

**After discussion the Committee agreed to work to refine the wording and seek additional legal advice, and return the policy (B20) to Committee.**

## 5.5 Student Drugs and Alcohol Policy (C2) – Required – VSBA Change 11/01/22

Copies of the VSBA Policy and the Draft BUUSD Policy were distributed.

Ms. Parker provided a brief overview of the action taken by VSBA on this policy (amendments).

Brief discussion was held and it was recommended that the 'optional' Notification section remain in the policy. It was clarified that sharing the information electronically meets the requirement to give copies/distribute standards of conduct. Mr. Hennessey will amend the document to provide clarity regarding distribution of information. In response to a query, it was noted that 'Immediate Procedures' and 'Emergency Procedures' exist in Staff Handbooks.

**On a motion by Mr. Valsangiacomo, seconded by Mrs. Farrell, the Committee unanimously voted to present the Board with a First Reading of the amended Student Drugs and Alcohol Policy (C2).**

## 5.6 Student Athletics, Clubs, and Activities Policy (C22) – Recommended – VSBA Change 11/01/22 – Replaces C23 & C24 – Rescind after adoption

Copies of the VSBA Policy C22 and existing BUUSD Policies C23, and C24 were distributed. A draft BUUSD C22 policy was also distributed.

Ms. Parker provided a brief overview of the action taken by VSBA on this policy (amendments), noting that VSBA worked with VPA for amendments to this policy. Mr. Cecchinelli queried regarding whether or not the new Leadership Program (Council – athletic related) at SHS is covered by this policy. Mr. Aither provided a brief overview of what the Leadership Program involves and noted that the Program is monitored by staff. Mrs. Farrell believes the single combined policy is more complicated and harder to understand than the three separate policies. Brief discussion was held regarding the added verbiage, the recommendation from VSBA to combine the 3 policies, who the intended 'audience' for this policy is, and concern over verbiage that was removed.

**After discussion, the Committee agreed to keep Policy C22 at the Committee level and to revisit it in January.**

## 5.7 Selection of Instructional Materials Policy (D23) Recommended – VSBA Change 11/01/22 – Replaces D32 – Rescind after adoption.

Copies of VSBA Policy D23 and BUUSD existing policy D32 (with proposed amendments) were distributed.

# DRAFT

Ms. Parker provided a brief overview of the action taken by VSBA on this policy (amendments), and advised that if this policy is adopted, policy D32 will need to be rescinded. Mr. Aither advised regarding crafting of the original policy (D32), noting that much discussion was put into adding verbiage related to teaching about controversial/sensitive issues. The VSBA model policy removes that verbiage. Mr. Aither noted that there is a difference between materials and teaching practices, and suggested the District may wish to deal with materials and teaching practices in two different policies, using a local policy for teaching practices. Mr. Hennessey will contact VSBA regarding when they anticipate having Model Procedures written.

**After discussion, the Committee agreed to put this policy on hold until after VSBA has written Model Procedures.**

This policy will be added to the Parking Lot.

## 6. Old Business

### 6.1 Title I, Part A: Parent and Family Engagement Policy (E1) – Required – VSBA Changed 09/24/21

Copies of the VSBA Policy and an unamended version of the BUUSD Draft Policy E1 were distributed.

Mr. Hennessey advised that he, Mr. Aither, and Ms. Fredericks have been reviewing this policy, including looking at other districts to see what they have done. Mr. Hennessey recommends that this policy be put on hold until more work can be performed to complete the highlighted areas. Ms. Parker queried regarding what direction may have been given regarding any sanctions for districts that have not adopted this legally required policy. It was noted that a statewide Family Engagement Committee was recently established and may assist with completing this policy.

**Policy (E1) will remain in the Parking Lot.**

### 6.2 Students Who Are Homeless Policy (C13) – Required – VSBA Changed 09/12/22

A copy of the BUUSD policy (amended) was distributed.

Ms. Parker advised that the policy needs additional amendments to assure consistency of using all 'first person' language.

Ms. Parker provided an overview of edits she believes need to be made. Brief discussion was held and a few additional amendments were agreed upon.

**On a motion by Mrs. Farrell, seconded by Mr. Valsangiacomo, the Committee unanimously voted to make the agreed upon amendments and to present the Board with a First Reading of the Students Who Are Homeless Policy (C13), as amended.**

## 7. Other Business

None.

## 8. Future Agenda Items

### January Meeting:

- C4 – English Learners (Parking Lot C) – Required VSBA changed 12/05/22
- B20 - Personnel Recruitment, Selection, Appointment, and Background Check Policy – Recommended – VSBA changed 11/01/22
- C22 - Student Athletics, Clubs, and Activities Policy – Recommended – VSBA Change 11/01/22 – Replaces C23 & C24 – Rescind after adoption

### Parking Lot:

Add: Selection of Instructional Materials Policy (D23) Recommended – VSBA Change 11/01/22 – Replaces D32 – Rescind after adoption. (added 12/2022 by Committee)

Add: Title I, Part A: Parent and Family Engagement Policy (E1) – Required – VSBA Changed 09/24/21 (added 12/2022 by Committee).

## 9. Next Meeting Date

The January 16, 2023 meeting is cancelled.

The next meeting is Monday, January 30, 2023 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 7:41 p.m.**

Respectfully submitted,  
*Andrea Poulin*

		PROCEDURES																		
67																				
1/30/2023 Adopted Policies																				
SECTION	BUUSD CODE	Operational					Formally Documented					LAST VSBA MP UPDATE	CHECKED WITH VSBA UPDATE...	TITLE	VSBA REQUIRE/RECOMMEND/CONSIDER	BUUSD 1st READ DATE	BUUSD APPROVAL DATE	COMMENTS/ACTION	BSU CODE	
		BTMES	BCEMS	SHS	SEA	BUUSD	BTMES	BCEMS	SHS	SEA	BUUSD									
		(SH - Student Handbook; FH - Faculty Handbook; WS - Website; O-Other)																		
<b>A</b>		<b>BOARD OPERATIONS</b>																		
	A1												10/11/2019	5/18/2020	Board Member Conflict of Interest	Required	5/9/2019	6/13/2019		B3
	<b>A20</b>												3/3/2020	5/18/2020	Board Meetings, Agenda Preparation & Distribution	Recommend	5/26/2022	7/14/2022	<b>Board requested changes - To cmt 1/30/23</b>	
	<b>A21</b>												3/3/2020	5/18/2020	Public Participation at Board Meetings	Recommend	9/12/2019	10/10/2019	<b>Giuliano requested review; To cmt 10/17; Legal Council should review policy.</b>	
VSBA List - Done	A22												9/12/2022	11/21/2022	Non-Discrimination	Recommend	12/8/2022	1/12/2023		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
VSBA List - Done	A31												1/17/2022	1/11/2022	Board Member Education	Consider	8/25/2022	9/22/2022		
Adopted	8																			
<b>B</b>		<b>PERSONNEL</b>																		
VSBA List - Done	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
VSBA - Pending Cmt Work	<b>B20</b>												11/1/2022	11/15/2022	Personnel Recruitment, Selection, Appointment, & Background Check	Recommend	1/28/2021	2/11/2021	<b>VSBA Change 11/1/22 - To Cmt 12/19 - seek legal advise and refine wording - return to Cmt 1/30/23</b>	
	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																			
<b>C</b>		<b>STUDENTS</b>																		
VSBA - Cmt Done	C1												2/8/2022	4/18/2022	Student Records	Required	4/28/2022	5/12/2022		F5
VSBA - Pending Bd	<b>C2</b>												11/2/2022	11/15/2022	Student Drugs & Alcohol	<b>Required</b>	1/26/2023		<b>VSBA Change 11/1/22 - To Cmt 12/19 - To Bd first read 1/26/23</b>	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
VSBA - Pending Cmt Work	<b>C4</b>												12/9/2020	12/10/2020	English Learners	Required	1/14/2021	1/28/2021	<b>VSBA Change 12/5/22 - To Cmt 1/30/23</b>	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
VSBA List - Done	C7												2/15/2022	4/18/2022	Student Attendance	Required	4/28/2022	5/12/2022		F25
VSBA List - Done	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
	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
VSBA - Pending Bd	<b>C13</b>												9/12/2022	11/12/2020	Homeless Students	<b>Required</b>	1/26/2023		<b>VSBA Changes 9/12/2022; Edit Return to Cmt 12/19 - To Bd first reading 1/26/23</b>	
VSBA List - Done	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		
VSBA - Pending Bd	<b>C15</b>												11/15/2022	11/15/2022	Student Conduct and Discipline	<b>Required</b>	1/26/2023		<b>VSBA Change 11/15/2022- formerly C20 - To Cmt 12/19; To Bd 1st read 1/26/23</b>	C20
Pending Rescind if C15 Adopted	<b>C20</b>												3/3/2020	6/2/2020	Student Conduct and Discipline	Recommend	5/9/2019	6/13/2019	<b>VSBA Removed 11/15/22</b>	F1
	C21												3/3/2021	11/2/2020	Search and Seizure of Students by School Personnel	Recommend	11/12/2020	12/3/2020		F4
VSBA - Pending Cmt Work	<b>C22</b>												11/1/2022	11/15/2022	Student Athletics, Clubs, and Activities	Recommend			<b>VSBA Change - New policy # replaces C23 &amp; C24 - 11/1/22 - To Cmt 12/19 -Back to Cmt 1/30/23</b>	C23 & C24
Pending Rescind if C22 Adopted	<b>C23</b>												11/2/2022	10/10/2022	Student Clubs & Activities	Recommend	5/27/2021	6/10/2021	<b>VSBA Removed 11/15/22</b>	F33
Pending Rescind if C22 Adopted	<b>C24</b>												9/18/2013	5/18/2020	Interscholastic Sports	Recommend	5/9/2019	6/13/2019	<b>VSBA Removed 11/15/22</b>	F12
	C25												3/3/2020	6/2/2020	Admission of Non-Resident Tuition Students	Recommend	5/9/2019	6/13/2019		F14

		PROCEDURES																		
		Operational					Formally Documented													
SECTION	BUUSD CODE	BTMES	BCEMS	SHS	SEA	BUUSD	BTMES	BCEMS	SHS	SEA	BUUSD	LAST VSBA MP UPDATE	CHECKED WITH VSBA UPDATE...	TITLE	VSBA REQUIRE/RECOMMEND/CONSIDER	BUUSD 1st READ DATE	BUUSD APPROVAL DATE	COMMENTS/ACTION	BSU CODE	
		<b>(SH - Student Handbook; FH - Faculty Handbook; WS - Website; O-Other)</b>																		
VSBA List - Done	C27											10/3/2022	11/1/2022	Student Self-Expression and Student Distribution of Literature	Recommend	12/8/2022	1/12/2023		F29	
VSBA - Under Review	C28											3/3/2020	12/10/2020	Transgender and Gender Nonconforming Students	Recommend	1/28/2021	2/11/2021			
	C29											7/21/2020	9/22/2020	District Equity Policy	Recommend	6/10/2021	6/24/2021			
VSBA - Under Review	C30											6/30/2008	5/18/2020	Student Medication	Consider	5/9/2019	6/13/2019		F6	
VSBA - Under Review	C33											2/10/2016	5/18/2020	Student Assessment	Consider	5/9/2019	6/13/2019		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.		
VSBA List - Done	C70											1/25/22	2/21/22	Use of Restraint and Seclusion	Recommended	10/27/22	11/10/2022		C34	
Adopted	26																			
<b>D INSTRUCTION</b>																				
	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	
VSBA - Under Review	D21											9/18/2013		Educational Support System	Recommend	5/9/2019	6/13/2019		G7	
VSBA List - Done	D22											5/11/2022	12/8/2022	Selection of Library Materials	Recommend	12/8/2022	1/12/2023			
VSBA - Pending Cmt Work	D23											11/1/22	11/15/2022	Selection of Instructional Materials	Recommend			VSBA Change 11/1/22 - Replaces D32 - To Cmt 12/19 - <b>Hold until VSBA has written Model Procedures. Parking lot.</b>	D32	
Pending Rescind if D23 Adopted	D32											5/11/22	6/2/2020	Selection of Instructional Materials and Sensitive Issues	Consider	5/9/2019	6/13/2019	<b>VSBA Removed 11/1/22; replaced with D23 once adopted.</b>	G5	
Adopted	10																			
<b>E SCHOOL-COMMUNITY RELATIONS</b>																				
VSBA - Pending Admin/Cmt Work	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, Admin Edit Return to Cmt 12/19 - <b>Remain in parking lot, more work needed.</b>	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	
VSBA - Under Review	E30											8/1/09	6/2/2020	School-Community Relations	Consider	5/9/2019	6/13/2019		H30	
VSBA - Under Review	E32											8/1/09	11/8/21	Visits by Parents, Community Members or Media	Consider			<b>Not BUUSD Policy</b>		
Adopted	3																			
<b>F NON-INSTRUCTIONAL OPERATIONS</b>																				
	F1											8/1/2019	5/18/2020	Travel Reimbursement Policy	Consider	5/9/2019	6/13/2019		E11	
VSBA List - Done	F2											8/15/2022	9/12/2022	Policy on Non-Discriminatory Mascots and School Branding	Required	10/27/2022	11/10/2022			
VSBA - Under Review	F20											3/25/2009	5/18/2020	Fiscal Management & General Financial Accountability	Recommend	4/28/2022	5/12/2022		E1	
VSBA - Under Review	F21											2/25/2009	10/12/2022	Financial Reports and Statements	Recommend			<b>Not BUUSD policy</b>		
	F22											9/17/2020	11/12/2020	Electronic Communications Use and Retention	Recommend	1/28/2021	2/11/2021			
VSBA - Under Review	F23											11/3/2016	5/18/2020	Capitalization of Assetts	Recommend	9/12/2019	10/10/2019		E23	
	F24											11/6/2016	5/18/2020	Prevention of Conflict of Interest in Procurement	Recommend	5/9/2019	6/13/2019		E24	
	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		F41	

		PROCEDURES																							
		Operational					Formally Documented																		
SECTION	BUUSD CODE	BTMES	BCEMS	SHS	SEA	BUUSD	BTMES	BCEMS	SHS	SEA	BUUSD	LAST VSBA MP UPDATE	CHECKED WITH VSBA UPDATE...	TITLE	VSBA REQUIRE/RECOMMEND/CONSIDER	BUUSD 1st READ DATE	BUUSD APPROVAL DATE	COMMENTS/ACTION	BSU CODE						
		<b>(SH - Student Handbook; FH - Faculty Handbook; WS - Website; O-Other)</b>																							
VSBA - Pending Cmt Work	F27											2/17/22 new	3/15/22 changed	Communicable Disease Mitigation Measures for Students and Staff (Recommended)	Recommend			NEW VSBA Policy 2/17/22 - Replaces F33 - To Cmt: 5/16/22 - Will seek additional info and revisit at a later date. Not currently BUUSD Policy. VSBA made changes on 3/15/22 . In Parking Lot	F33						
VSBA - Pending Rescind if F27 Adopted	F33											3/25/2009	5/18/2020	HIV Policy	Consider	5/9/2019	6/13/2019	VSBA replacing with F27 - 3/15/22; Rescind after F27 is Adopted	F32						
	F40											N/A	N/A	Scholarship Awards Policy	Does Not Exist	5/9/2019	6/13/2019		E31						
Adopted	10																								

**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 12/8/22	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 - Bd Rescind 12/8/2022	
Rescinded 12/8/22	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 - Bd Rescind 12/8/2022	
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	
VSBA - Under Review; 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	
VSBA - Under Review; 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	
VSBA - Under Review; 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	
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	
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.	
VSBA - Rescinded 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; Board to Rescind 11/10 - <b>Approved to Rescind</b>	F13
VSBA - Rescinded 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; Board to Rescind 11/10 - <b>Approved to Rescind</b>	F18
Rescinded 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 - <b>C70 adopted C34 Rescinded.</b>	C23
Rescinded 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 - <b>Approved to Rescind</b>	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 after COVID	D22											5/11/2022	9/22/2020	Modes of Instruction During State of Emergency Due To COVID-19 Pandemic	Recommend	12/8/2022		VSBA Change 5/11/22; <b>Bd 2nd read - 01/12/23</b>	D31
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) VSBA Removed July 2020 - To Cmt 5/16/22; Rescinded by Board 6/23/22	G3
Rescinded 1/12/2023	D31											5/11/22	6/2/2020	Selecting Library Materials	Consider	5/9/2019	6/13/2019	VSBA Removed 5/11/22; replaced with D22	G4
VSBA - 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.	
VSBA Rescinded 6/23/22	F30											3/25/2009	5/18/2020	Budgeting	Consider	5/9/2019	6/13/2019	VSBA Removed 5/11/22; Replaced by F20; Board adopted 5/12/22	E2
Not Adopted	F31											7/1/2020		Emergency Closings	Removed	None	None	VSBA Removed 7/2020 - Never adopted by BSU	



		1/30/2023																			
67		Adopted Policies																			
		PROCEDURES																			
		Operational					Formally Documented														
SECTION	BUUSD CODE	BTMES	BCEMS	SHS	SEA	BUUSD	BTMES	BCEMS	SHS	SEA	BUUSD	LAST VSBA MP UPDATE	CHECKED WITH VSBA UPDATE...	TITLE	VSBA REQUIRE/RECOMMEND/CONSIDER	BUUSD 1st READ DATE	BUUSD APPROVAL DATE	COMMENTS/ACTION	BSU CODE		
		<b>(SH - Student Handbook; FH - Faculty Handbook; WS - Website; O-Other)</b>																			
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		

**VSBA Policy Notes**  
**BUUSD POLICY COMMITTEE**

**2022-23**

<b>POLICY EDIT KEY</b>		
Added Text - Underlined	Deleted Text - Strikethrough	Moved/Shifted Text - Highlighted

**January 30, 2023 Meeting**

**5.3 A20 (Board Meetings, Agenda Preparation and Distribution)** Board approved to change location of all meetings to SHS Library which changes this policy.

**5.4 C4 (English Learners) (Required - VSBA Change 12/5/2022)** VSBA has not provided a link to explain changes. Changes reflected in policy are from comparison with VSBA version (minor changes).

**5.5 B20 (Personnel Recruitment, Selection, Appointment & Background Checks) (Recommended - VSBA Change 11/1/2022)** entire content of this model policy has been reviewed and the revisions include suggested revisions from our equity consultant.

**Legal Counsel Feedback (B20):**

- First paragraph, underlined sentence, after hearing the steps relative to recruitment, I agree that the District’s efforts are “reasonable.”
- Second paragraph, agree it’s confusing, suggest you change the ending to: “and are subject by law to criminal record and abuse registry checks prior to or in the course of employment.”
- Last sentence, it is optional, but it sounds like the District is already doing this. It does not say when it has to occur, so I think it is safe given your current practice. I would add that if you only do the training at the beginning of the year, you may want to add some version of it for someone who joins mid-year.
- No issue with the Definitions section.
- With the exception of the first sentence in the Selection section, it appears the Recruitment, Selection, and Appointment sections are more procedure than policy. The policy is already expressed above.

**5.6 C22 (Student Athletics, Clubs, and Activities) (Recommended - VSBA Change 11/1/2022 - Rescind C23 & C24 after C22 Adopted)** - Student Athletics, Clubs, and Activities: the VSBA worked with the VPA to merge C22, C23, and C24 into one comprehensive model policy encompassing student athletics, activities, and clubs at the elementary and secondary levels. Revisions also reflect suggestions from our equity consultant.

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

**CODE: A20**

**1<sup>ST</sup> READING: 05/26/2022**

**2<sup>ND</sup> READING: 07/14/2022**

**ADOPTED: 07/14/2022**

## **Board Meetings, Agenda Preparation & Distribution**

### **Policy**

All Barre Unified Union School District Board meetings will be held in compliance with Vermont's open meeting laws, 1 V.S.A. §§310 et seq.

### **Regular Meeting Schedule**

Regular meetings of the board will be held at the ~~location as indicated in the table below~~ Spaulding High School Library, on the second and fourth Thursday of the month, beginning at 6:00 p.m. The meeting schedule will be published and made available by the superintendent to any person on request.

Special and emergency meetings will be called by the chair on his or her own initiative or when requested by a majority of the board and shall be warned appropriately. Only items on the agenda may be acted upon at these meetings.

<b><u>Month</u></b>	<b><u>Location</u></b>
<b>July</b>	<b>BTMES Library</b>
<b>August</b>	<b>SHS Library</b>
<b>September</b>	<b>BCEMS Library</b>
<b>October</b>	<b>SEA Building</b>
<b>November</b>	<b>BTMES Library</b>
<b>December</b>	<b>SHS Library</b>
<b>January</b>	<b>BCEMS Library</b>
<b>February</b>	<b>SEA Building</b>
<b>March</b>	<b>BTMES Library</b>
<b>April</b>	<b>SHS Library</b>
<b>May</b>	<b>BCEMS Library</b>
<b>June</b>	<b>SEA Building</b>

### **Conduct of Board Meetings**

Meetings will be conducted in accordance with Robert's Rules of Order, Newly Revised. One or more members of the board may attend and participate in a regular, special or emergency meeting by electronic or other means so long as the requirements of 1 V.S.A. §312(a)(2) are met.

### **Executive Sessions**

Executive sessions of the board will be convened only for the purposes stated in 1 V.S.A. §313. The minutes of any meeting where an executive session takes place will reflect the specific statutory reason for convening the executive session. Board members will not make public the confidential issues discussed during an executive session.

**Agenda Preparation**

The superintendent will prepare proposed agendas for all meetings of the board after consultation with the board officers. Items of business may be suggested by any board member, staff member, student, or resident of the district. The inclusion of items on proposed agendas will be at the discretion of the board chair and superintendent. An item may only be added or removed from a meeting agenda as the first order of business at the meeting. Other adjustments to an agenda may be made at any time during the meeting.

**Agenda Distribution**

The proposed agenda, together with supporting materials, will be distributed to board members by the superintendent three days prior to regular meetings and as soon as practicable before special and emergency meetings. At least 48 hours prior to a regular meeting and 24 hours prior to a special meeting, the superintendent shall ensure that the agenda is posted in the municipal clerk's office and [two other designated physical locations in the municipality]. In addition, proposed meeting agendas will be made available to any interested person upon specific request.

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

**CODE: C 4**

**1<sup>ST</sup> READING: 01/14/2021**

**2<sup>ND</sup> READING: 01/28/2021**

**ADOPTED: 01/28/2021**

## **ENGLISH LEARNERS**

### **Policy**

It is the policy of the BUUSD school district to ensure that English Learners ~~aged 3-21~~, including immigrant students, have equitable access to academic and extracurricular school programming as required by law.

### **Definition:**

For purposes of this policy and administrative rules and procedures developed pursuant to this policy:

**English learner:** The term “English learner”, when used with respect to an individual, means an individual:

1. ~~(A)~~ who is aged 3 through 21;
2. ~~(B)~~ who is enrolled or preparing to enroll in an elementary school or secondary school;
3. ~~(C)~~
  - A. ~~(i)~~ who was not born in the United States or whose native language is a language other than English;
  - B. ~~(ii)~~ who:
    - i. ~~(1)~~ ~~who~~ is a Native American or Alaska Native, or a native resident of the outlying areas; and
    - ii. ~~(2)~~ ~~who~~ comes from an environment where a language other than English has had a significant impact on the individual's level of English language proficiency; or
  - C. ~~(iii)~~ who is migratory, whose native language is a language other than English, and who comes from an environment where a language other than English is dominant; and
  - ~~D. from an environment where a language other than English is dominant; and~~
4. ~~(D)~~ whose difficulties in speaking, reading, writing, or understanding the English language may be sufficient to deny the individual
  - A. ~~(i)~~ the ability to meet the challenging State academic standards;
  - B. ~~(ii)~~ the ability to successfully achieve in classrooms where the language of instruction is English; or
  - C. ~~(iii)~~ the opportunity to participate fully in society.

### **Administrative Responsibilities:**

The superintendent or designee shall be responsible for developing and implementing procedures to comply with federal and state laws, which define standards for serving students who are English learners.

CODE: C4  
(Required)

## ENGLISH LEARNERS

*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. There may also be optional language for the board to consider; in this case the word [OPTIONAL] should be removed.*

*(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 to ensure that English Learners, including immigrant students, have equitable access to academic and extracurricular school programming as required by law.

### **Definition:**

For purposes of this policy and administrative rules and procedures developed pursuant to this policy:

**English learner:** The term “English learner,” when used with respect to an individual, means an individual:

1. who is aged 3 through 21<sup>[1]</sup>;
2. who is enrolled or preparing to enroll in an elementary school or secondary school;
3.
  - A. who was not born in the United States or whose native language is a language other than English;
  - B. who:
    - i. is a Native American or Alaska Native, or a native resident of the outlying areas; and
    - ii. comes from an environment where a language other than English has had a significant impact on the individual's level of English language proficiency; or
  - C. who is migratory, whose native language is a language other than English, and who comes from an environment where a language other than English is dominant; and
4. whose difficulties in speaking, reading, writing, or understanding the English language may be sufficient to deny the individual —
  - A. the ability to meet the challenging State academic standards;
  - B. the ability to successfully achieve in classrooms where the language of instruction is English; or

C. the opportunity to participate fully in society.

**Administrative Responsibilities:**

The superintendent or designee shall be responsible for developing and implementing procedures to comply with federal and state laws, which define standards for serving students who are English learners.

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[1] According to the USDE [Non-Regulatory Guidance: English Learners and Title III \(September 23, 2016\)](#), under ESEA, and the addendum to the aforementioned Guidance, LEAs may use Title III funds to serve ELs as young as age three, but are not required to do so.

<i>VSBA Update:</i>	<i>12/5/2022</i>
<i>Date Warned:</i>	
<i>Date Adopted:</i>	
<i>Legal Reference(s):</i>	<i>42 U.S.C. §§ 2000 d et seq. (Title VI of the Civil Rights Act of 1964)</i>
	<i>20 U.S.C. 6801 et seq. (English Language Acquisition, Enhancement, and Academic Achievement Act)</i>
	<i>20 U.S.C. § 7801(20) (Definition of English Learner)</i>
	<i>34 C.F.R. Part 100.9 V.S.A. § 4502 (Discrimination, public accommodations)</i>
	<i>Vermont State Board of Education Manual of Rules and Procedures § 1250</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: B 20**

**1<sup>ST</sup> READING: 01/28/2021**

**2<sup>ND</sup> READING: 02/11/2021**

**ADOPTED: 02/11/2021**

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**PERSONNEL RECRUITMENT, SELECTION, APPOINTMENT, AND  
BACKGROUND CHECKS**

**Policy**

It is the policy of the Barre Unified Union School District (BUUSD) to select for employment only persons of good character who have the skills and other qualifications necessary to fulfill job requirements while complying with the provisions of federal and state law regarding the recruitment, selection, and employment of school district employees and contractors. The District shall make reasonable efforts to recruit candidates from diverse backgrounds to enhance the educational experience of students.

Persons subject to criminal record checks and abuse registry checks under this policy include all those recommended for full-time, part-time or temporary employment in the school district, including student teachers, and those contractors and employees of contractors who may have unsupervised contact with students and are subject by law to criminal record and abuse registry checks ~~including hate crimes, abuse registry, report checks~~ prior to or in the course of employment.

The superintendent may request a name and date of birth or fingerprint-supported check of the criminal record of any current employee who has previously undergone a check at any time during the course of the record subject's employment in the capacity for which the original check was required.

The district shall ensure that adults employed in the schools maintained by the district receive orientation, information or instruction on the prevention, identification and reporting of child abuse as required by state law. The district will also provide opportunities for parents, guardians, and other interested persons to receive the same information.

~~[OPTIONAL]~~ The BUUSD will ensure that employees receive training in non-discrimination, bias, and anti-racism.

**Definitions**

1. The term "criminal record" as used in this policy shall have the same meaning as defined in 16 V.S.A. § 252(1).
2. The term "unsupervised" as used in this policy shall have the same meaning as defined in 16 V.S.A. § 252(4).
3. The term "abuse registry" as used in this policy shall include the Vermont Child Protection Registry maintained by the Vermont Department for Children and Families and the Vulnerable Adult Abuse Registry maintained by the Vermont Department of Disabilities, Aging and Independent Living.
4. The terms "employ" or "employment" as used in this policy shall, as the context requires, apply to individuals who are, or are being considered for, full-time, part-time or temporary employment in



the school district, including student teachers and those contractors and employees of contractors who may have unsupervised contact with students.

### Recruitment

1. The board seeks to strengthen recruitment of educators within historically excluded groups.
2. All personnel will be recruited by the district's administrative staff under the immediate direction of the superintendent.
3. Written or electronic applications will be required of candidates for employment. The application will include a warning to the applicant that falsification of information on the application or during the application process will be grounds for dismissal if the applicant is hired. The district will make reasonable efforts to give equitable access to the application process.
4. After the initial written or electronic application process is complete, applicants selected for an interview will be required to provide a statement identifying any criminal charges brought against the applicant, including the date of each charge, the court where the charge was filed and the disposition of the charge. The statement shall also include a warning to the applicant in bold print that falsification of information or the omission of information on the statement may constitute grounds for dismissal if the applicant is hired. In reviewing a criminal background check, the district will consider issues of historical inequity. Any job offer shall be made contingent on the candidate successfully completing the school district's background check process.

### Selection

1. It is the policy of the board to select employees solely on the basis of character, professional qualifications, and critical job requirements. Employees will be selected in a manner that does not unlawfully discriminate. The superintendent shall require that all applicants, as a condition of employment consideration, cooperate fully with background investigations, supplying references and releases so the district can contact previous employers. Applicants the superintendent is prepared to recommend for employment will be expected to provide fingerprints, releases, and other information necessary to conduct background investigations. The costs of such checks will be borne by the [CHOOSE: prospective employee OR the school district]. All offers of employment shall be contingent on the candidate's successful completion of the background investigation process and a finding that the information provided by the applicant during the pre-employment process was accurate, complete, and truthful.
2. The superintendent shall request a criminal record check through the Vermont Criminal Information Center (VCIC) on any candidate the superintendent intends to appoint or is prepared to recommend for appointment. Requests will be made for fingerprint-supported criminal records from the FBI as well as criminal records from the state of Vermont and any state in which the superintendent knows the applicant has resided, or been employed. The superintendent shall maintain such records in accordance with state law.
3. The superintendent shall also request information through any available abuse registry to determine whether there are any substantiated abuse/neglect charges and sex offense against an applicant before appointing or nominating a candidate for employment. The superintendent shall maintain such records in accordance with state law.
4. Employment conditioned on the completion of a background check may be terminated if it is determined that the employee failed to respond truthfully to questions about criminal activity or prior employment. In any event the Superintendent shall forward the information received from VCIC to the person about whom the request was made and inform the person of their rights to challenge the accuracy of the record and to determine the disposition of the record under 16 V.S.A. §§ 255(f), (g).

5. Providing a safe learning environment for students is a primary consideration in district employment decisions. The district will base such decisions on all relevant information, qualifications, and circumstances. Unfavorable background check information is not an automatic bar to employment, nor is a background check with no unfavorable information a guarantee of employment. However, no person convicted of a sexual offense requiring registration on the Vermont comprehensive sex offender registry shall be employed by the school district or supervisory union.

#### **Appointment**

1. The appointment of licensed employees will be made by the board subject to the nomination of candidates by the superintendent of schools.
2. Subject to any pre-employment screening processes approved by the board, the superintendent shall appoint all non-licensed employees to be employed by the school district or supervisory union.
3. Contracts of employment or other notification of employment will be conditional pending receipt of criminal records check information and evaluation of that information.
4. Upon completion of a criminal records check, the superintendent shall:
  1. notify the person subject to the check about the district's protocol for maintenance of criminal history files, and
  2. ask the person subject to the check to indicate if the record should be maintained or destroyed after the retention period specified in the District's user agreement with VCIC.
5. Employees who have been employed for fewer than two years in Vermont public schools are considered probationary teachers and may be offered a probationary contract.
6. All offers of employment may be withdrawn based on the criminal records check report or upon a finding that the information provided by the applicant during the pre-employment process was inaccurate, incomplete, or untruthful.

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

**CODE C 22**

**1st READING:  
2nd READING:  
ADOPTED:**

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**STUDENT ATHLETICS, CLUBS, & ACTIVITIES**

**Policy**

The Barre Unified Union School District (BUUSD) will provide a student co-curricular activity program that is representative of the interests of students and as varied as staff, resources, and facilities permit. The program will be designed to offer students activities to develop skills in democratic and cooperative management for these activities. The District seeks to promote culturally responsive, equitable, and inclusive activities.

All school-sponsored athletics, clubs, and activities as well as all student-run non curriculum-related groups will be under the ultimate control of the District and will comply with all policies and procedures of the school. The District will make determinations related to individual activities to be offered through consideration of many factors, including but not limited to the following considerations:

1. The level of student interest in the activity, taking into account that some student activities will be provided for a small number of students in order to provide equitable and culturally responsive programs;
2. The fiscal ramifications of equitable sponsorship, taking into account that cost per student may be higher for some student activities offered to a small number of students who identify with historically excluded groups;
3. The availability of qualified personnel to supervise the activity;
4. The impact of adding or eliminating the activity on the balance of opportunities outlined in Title IX;
5. The potential of the activity to help participating students meet the goals of the school's curriculum;
6. The potential of the activity to increase students' cultural awareness, by cultivating a greater understanding of diversity, inclusion, and equity; and
7. The recommendation of the superintendent.

**Definitions**

1. **Culturally Responsive:** The beliefs, methods, and practices that support and empower all students socially, emotionally, intellectually, and civically by leveraging students' lived experiences to ensure learning.
2. **School Athletic Team:** an interscholastic athletic team or club sponsored by a public or approved independent school for elementary or secondary students.
3. **Youth Athlete:** an elementary or secondary student who is a member of a school athletic team.

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

1. School-Sponsored Curriculum-Related Groups
  - A. Curriculum-related groups are the only type entitled to school sponsorship. The

controlling factor in deciding whether an activity will be sponsored by the school will be whether that activity is directly related to the school's curriculum. Any activity that is not directly related to the curriculum or educational mission of the school will not receive sponsorship.

- B. Activities or clubs which meet at least one of the following criteria will be considered curriculum-related.
  1. The subject matter of the student-run non curriculum-related group or club is actually taught or will be taught in a regularly scheduled course.
  2. The subject matter of the group or club is such that it concerns the body of courses as a whole.
  3. The transferrable skills taught in the group or club support the educational mission of the District.
  4. Participation in the group is required for a particular course.
  5. Participation in the group results in academic credit.

## 2. Student-Run Non Curriculum-related Groups

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

### Administrative Responsibilities

The superintendent or designee shall develop procedures for the determination of a school-sponsored activity and for student-run non curriculum-related activities. When an activity is school-sponsored, the superintendent or designee shall develop procedures to:

1. ensure alignment of the goals of co-curricular activities with the goals of the school's curriculum;
2. seek to engage community organizations, which may include resources to inform learning about the history, contribution, perspectives, and structural barriers placed upon diverse ethnic and social groups;
3. ensure athletic facilities and opportunities for participation on an equal basis as outlined in Title

IX;

4. ensure access by addressing barriers for students with disabilities and students who are English learners;
5. ensure a wide basis of participation in both team and individual sports in interscholastic competition;
6. offer activities with no direct or indirect cost to students/families or provide financial assistance and/or resources to cover those costs, as requested.
  - a. direct costs include the cost to attend;
  - b. indirect costs include the cost of specifically required clothing, food at or on the way to/from the activity, access to technology, etc.
7. employ personnel in coaching and supervision positions who are qualified and notified of individualized student education plans and accommodations; and
8. follow the rules and regulations of the Vermont Principals' Association.

The principal [or superintendent] may require parental permission for student participation in either a school-sponsored activity or a student-run non curriculum-related activity.

The principal or designee shall ensure the provision of all requirements related to concussion and other head injury as outlined in 16 V.S.A. §1431, including guidelines and information, notice and training, healthcare providers at athletic events, and an action plan.

#### **Student Eligibility/Participation**

1. In determining eligibility, the administrative team shall consider each student's circumstances with regard to educational equity.
2. The principal [or superintendent] may set standards for academic eligibility for participation in co-curricular activities.
3. A youth athlete shall not be permitted to continue to participate in any training session or competition associated with a school athletic team if a coach or health care provider knows or should know that the athlete has sustained a concussion or other head injury during the training session or competition. In such cases, the youth athlete is not permitted to train or compete with a school athletic team until the athlete has been examined by and received written permission to participate in athletic activities from a health care provider.

**BARRE UNIFIED UNION SCHOOL DISTRICT #097  
POLICY****CODE C 23****1st READING: 5/27/2021****2nd READING: 6/10/2021****ADOPTED: 6/10/2021**

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**STUDENT CLUBS & ACTIVITIES****Policy**

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

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

**I. School-Sponsored Curriculum-Related Groups**

- A. Curriculum-related groups are the only type entitled to school sponsorship. The controlling factor in deciding whether an activity will be sponsored by the school will be whether that activity is directly related to the school's curriculum. Any activity that is not directly related to the curriculum or educational mission of the school will not receive sponsorship, regardless of whether it meets the other criteria for sponsorship.
- B. Activities or clubs which meet at least one of the following criteria will be considered curriculum-related.
  1. The subject matter of the student group or club is actually taught or will be taught in a regularly scheduled course.
  2. The subject matter of the group or club is such that it concerns the body of courses as a whole.
  3. Participation in the group is required for a particular course.
  4. Participation in the group results in academic credit.
- C. The Principal will approve new requests for activity sponsorship based on the following considerations.
  1. The potential of the activity to help participating students meet the goals of the school's curriculum.
  2. The level of student interest in the activity;
  3. The fiscal ramifications of sponsorship;
  4. The availability of qualified personnel to supervise the activity; and
  5. The impact of adding or eliminating the activity on the balance of types of activities available in the total activity program.
- D. All school-sponsored activities will be under the ultimate control of the Barre Unified Union School District (BUUSD) and will comply with all policies and procedures of the school. The Principal may set standards for eligibility for participation in these activities.

## II. Student-Run Non-curriculum-Related Groups

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

**BARRE UNIFIED UNION SCHOOL DISTRICT #097  
POLICY****Code: C 24****1st READING: 5/9/2019****2nd READING: 6/13/2019****ADOPTED: 6/13/2019**

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**INTERSCHOLASTIC SPORTS****Policy**

It is the policy of the Barre Unified Union School District (BUUSD) to provide an interscholastic athletic program for boys and girls to complement and supplement their educational programs. All school sponsored athletic activities will be under the ultimate control of the BUUSD and will comply with all local and state policies, procedures, and eligibility standards established for each school in the BUUSD

**Implementation**

Athletic programs should meet the following criteria:

1. Programs should provide a wide basis of participation in both team and individual sports in interscholastic competition.
2. Programs should provide athletic facilities and opportunities for participation on an equal basis for girls and boys.
3. Programs should employ qualified personnel in coaching and supervisory/supervising positions.
4. Programs should stress the educational as well as the recreational benefits derived from participation in interscholastic athletics.
5. Programs should conform fully with the rules, regulations, and eligibility standards of the Vermont Principals' Association ([www.vpaonline.org](http://www.vpaonline.org)).

The board will make determinations related to individual activities included in the athletic program of the district based on the following considerations:

1. The level of student interest in an activity;
2. The level of community interest in an activity;
3. The impact of adding or eliminating an activity on the balance of opportunities for girls and boys to participate in the total athletic program;
4. The potential of the activity to remain competitive with other participating schools; and
5. The availability of qualified personnel to coach and supervise the activity.

The Principal of each school may set procedures and standards for academic eligibility for participation in the activities of that school, which may be found on each school's website.