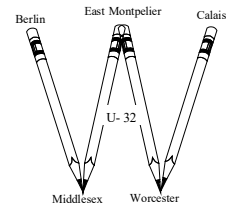


Washington Central Unified Union School District

WCUUSD exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

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Jennifer Miller-Arsenault
Interim Superintendent



WCUUSD Policy Committee Meeting
Approved Minutes
5.24.22 4:30-6:30 PM
Central Office, 1130 Gallison Hill Rd. Montpelier
VIA Video Conference

Present: Chris McVeigh, Jonathan Goddard, Jen Miller-Arsenault, Amy Molina, Michelle Ksepka, Kerra Holden, Dennis Hill

- 1. Call to Order: Chris McVeigh called the meeting to order at 4:33 p.m.**
- 2. Approve Minutes of 4.12.22: Jonathan Goddard moved to approve the minutes of April 12, 2022. Seconded by Chris McVeigh, this motion carried unanimously.**
- 3. Review Policies**
 - 3.1. Use of School Property:** (The committee had decided to not create a Use of School Property policy.)
 - 3.2. C1 Education Record:** Jen Miller-Arsenault stated, regarding the procedural question about copying records on school grounds: she had checked with legal counsel but has not yet heard an answer. She feels that if we adopt this policy the way it is written, then we can figure out the copying issue (a procedural issue) in the procedures as opposed to the body of the policy. Michelle Ksepka noted that she agrees; the actual body of the policy doesn't speak directly to the procedure of copying; the policy speaks to the rights of someone to inspect and review their records. Amy Molina stated that she usually defers to Tracy Martin, registrar, when it comes to these issues because she is familiar with the regulations. Chris McVeigh suggested that if reviewing and inspecting is part of the parent's rights, should we designate in the policy that the act of copying the records is not included in "reviewing and inspecting." Jen Miller-Arsenault will follow up with legal counsel. Jonathan Goddard noted that if we are going to allow copying, then we might want to consider building a fee into it. Chris McVeigh suggested referring to the public record request procedure for guidance around a fee.
 - 3.3. C8 Pupil Privacy Rights:** Jen Miller-Arsenault followed up about the issue regarding 18 year old students or emancipated minors. She noted that our policy regarding 18 year olds is word for word from the VSBA model policy; this makes her believe that FERPA rules are honored. Chris McVeigh asked whether there was a concern about whether a parent could request access to student records, after the student turns 18. Jen Miller-Arsenault shared that our current policy addresses this. She read from the policy. In this policy, students who are 18 years or older cannot prevent their

parents or guardians from having access to student records unless the parents agree. Chris McVeigh suggested that we consider the federal statute around PPRA. The committee agreed to use the model policy for C8 and move forward for first reading to the board. Michelle Ksepka will create a red-line version of our current policy to have it match the VSBA model policy so board members can make a comparison.

3.4. C14 Section 504 Grievance Protocol for Students & Staff: Jen Miller-Arsenault provided an update from the previous meeting. She recalls one of the questions was: Is there a distinction between adult employees and adults in general? (She stated that she does not have any more clarification around that question.) Where is the attached complaint form? The district should create a grievance form; there is an example through the VT School Board Association. She shared that federal regulation requires that a public entity adopt and publish grievance procedures; she read from the regulation. Jen Miller-Arsenault shared some of the communication she had with counsel from VSBA to follow up on this policy from the previous meeting. Some discussion followed about using “may” versus “shall” in the procedural document. (specifically, in Step 3) The committee agreed to change the language to “they shall submit...” Jen Miller-Arsenault will follow up with legal counsel. Chris McVeigh stated that using “shall” versus “may” is an attempt to eliminate ambiguity from the protocol.

4. Future Agenda Items

4.1. School Choice

4.2. Anti-Racism

4.3. Humanity and Justice Statement: Jen Miller-Arsenault indicated that the Humanity & Justice Coalition meets one more time in June; the focus right now has been on updating the student and parent handbook; she does not think the work related to Policy Committee will be done in June.

4.4. “School Access” (Chris McVeigh is working with Bernie Lambek on a universal policy around this issue.)

4.5. “Dangerous Weapons” (Jen Miller-Arsenault stated that this is currently under review at the VSBA and that the committee had decided to wait until VSBA had done its work around this, before considering it.)

4.6. B5 Employee Harassment : concept of “harassment” (e.g. broader than “sexual”)

4.7. C5: Weapons: Chris McVeigh would like to address this policy / procedure in terms of the timing between suspension and hearing. He noted that a specific policy overrides a more general policy. Dennis Hill agreed that we should address this to provide clarification.

5. Adjourn: The committee adjourned by consensus at 5:28 p.m.

Respectfully submitted,

Lisa Grace, Committee Recording Secretary