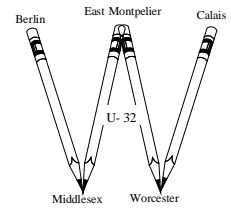


Washington Central Unified Union School District

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

1130 Gallison Hill Road
Montpelier, VT 05602
Phone (802) 229-0553
Fax (802) 229-2761



**WCUUSD Policy Committee
Meeting Agenda
3.8.22 4:30-6:30 PM
Central Office, 1130 Gallison Hill Rd. Montpelier
Via Video Conference**

Virtual Meeting Information

<https://tinyurl.com/yxz7t9ab>

Meeting ID: 837 8353 2112

Password: 284992

Dial by Your Location: 1-929-205-6099

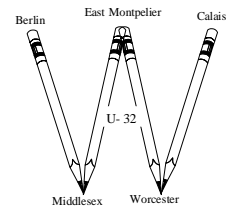
1. Call To Order
2. Approve Minutes of 2.8.22 – pg. 2
3. Develop Policy Committee Work Plan (Discussion/Action) – pg. 4
4. Review Policies (Discussion/Action)
 - 4.1. C5 Weapons/Firearms – pg. 7
 - 4.2. Honoring Policy – pg. 11
5. Future Agenda Items
 - 5.1. E1 Title I, Part A: Parent and Family Engagement
 - 5.2. Drug and Alcohol Policy
 - 5.3. C29 District Equity Policy
6. Adjourn

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Jennifer Miller-Arsenault
Interim Superintendent



WCUUSD Policy Committee Minutes 2.8.22 4:30-6:30 PM Central Office, 1130 Gallison Hill Rd. Montpelier Via Video Conference

Present: Jennifer Miller-Arsenault, Michelle Ksepka, Aaron Boynton, Amy Molina, Scott Thompson, Chris McVeigh, Mark Kline, Lindy Johnson

1. **Call to Order: Chris McVeigh called the meeting to order at 4:31 PM**
2. **Agenda Revisions:** Jen Miller Arsenault advised that the D7 policy does not need to be on the agenda as the board approved this policy in December. This was an oversight. Chris mentioned adding Honoring Policy as an agenda item in light of a petition that is circulating regarding naming the U-32 gym after Dan Gandin who was a longtime teacher/coach. WCUUSD does not have a policy regarding naming and it does not fall under the Memorials policy.
3. **Approve Minutes of 11.9.21: Scott Thompson motioned to approve the minutes. Chris seconded and the motion passed unanimously.**
4. **Review Policies**
 - 4.1. **Required**
 - 4.1.1. **C4 English Learners:** Jen advised that the language in the policy we have was old. The new policy is clear, more inclusive and equitable to describe our English learners. There was some discussion surrounding how students become eligible for ELL services. This policy was recommended to be moved forward for first reading.
 - 4.1.2. **C5 Weapons/Firearms:** Jen advised that the VSBA policy only includes firearms but does not include weapons. There was some discussion as to whether firearms and weapons should be separate policies. Jen advised she would do some research as to why the VSBA policy does not mention weapons and bring it back to the next policy meeting. The consensus was that the C5 policy should stay as we have it as a combined weapons/firearms policy. Jen mentioned there was difference in wording it says "it is our intent" to comply where the other says "it is our policy". Amy Molina mentioned that we should reference the additional state law in the top section: 13 VSA 4004 Possession of dangerous or deadly weapons in a school bus, school building or on school property. This policy will be brought back to the next meeting.

4.1.3. B5 Prevention of Employee Harassment: Jen advised there is a slight difference in definition and there is a section in regards to training that is not included. Amy Molina advised that language in the VSBA policy differs from the WCUUSD language and suggested that we clean up the language to match the district. Scott suggested that we add: “every building will have a person designated that an employee can go to”. Chris suggested to keep both principal and the designated person. Designated employees will be called the non-discrimination coordinator. There was some discussion. This policy will go to the board for first reading.

4.2. Recommended:

4.2.1.C29 District Equity Policy: Jen advised that the board adopted the Humanity and Justice Coalition Statement. One of the key parts of the equity literacy grant is developing, implementing and monitoring policies, practices and strategies that support culturally responsive and inclusive school communities. Jen brought the policy to the committee to discuss how we bring it together with the Humanity and Justice Coalition statement and the work of the coalition. Jen advised this is the model policy of the VSBA. There was some discussion surrounding data and how it can be used when the end size is small. Lindy advised she feels this is helpful with what the coalition is doing. Chris commented that the budget has been healthy but asked if the budget were to become unhealthy, if there was a mechanism that would protect the policy and the equitable goals that it would attain or is this part of the overall equation of how we meet student’s needs in the policy? If the funds are not there how would we decide where the funds will go? Aaron suggested perhaps a section be added in reference to distribution of funds. Scott Thompson suggested that some sort of check on the policy or statement be put in so that there is some recourse if the policy is not being adhered to. There was some discussion. This will move forward for a first reading contingent on feedback from the Humanity and Justice Coalition.

4.3. Honoring Policy: Chris asked the committee if they felt we should have a policy around parts of our district being named after individuals who have served the district. There is a petition being circulated in reference to the U-32 gymnasium being named for former coach/employee Dan Gandin. The track at U-32 is named after Mark Chaplin and Kathy Topping. Chris suggested that criteria be formed if it were to go forward in order for the board to make a determination. He would like to have a framework for decision making. Scott Thompson agreed and suggested that the board be given the final say. Aaron Boynton suggested that maybe the board should decide if they are going to do an “all or none” decision when it comes to naming. Chris suggested that perhaps a time limit be imposed. Mark suggested perhaps the committee incorporate that the petition be submitted by a specific person. Amy advised this happens a lot in athletics, she has some additional information and suggested that there be a caveat in the policy that the board can reverse a decision. There was some discussion. This policy will be discussed further at the next meeting.

5. Future Agenda Items:

5.1. Anti-Racism

5.2. Commitment to Humanity and Justice Statement

5.3. E1 Title I, Part A: Parent and family Engagement

5.4. Drug and Alcohol Policy

6. Adjourn: The meeting was adjourned unanimously at 6:28 PM

Respectfully Submitted,

Melissa Tuller, Administrative Assistant

Policy Number	Policy	VSBA Required/Recommended	WCUUSD Adopted	VSBA Reviewed	Notes	Coloring
Board Operations						Yellow-VSBA Removed. If there is an adopted date then we still have it effect.
A1	Board Member Conflict of Interest	Required	11/1/2019	10/11/2019		Red - VSBA reviewed after we adopted it or recently
A2	Policies and Procedures		1/15/2020			Blue - First Reading
A20	Board Meetings, Agenda, Preparation & Distribution	Recommended	1/15/2020	3/3/2020		Grey - VSBA Policies we do not have
A21	Public Participation at Board Meetings	Recommended	2/15/2020	3/3/2020		Orange - Currently at Policy Committee
A22	Notice of Non-Discrimination	Recommended	2/15/2020	8/30/2020		
A23	Community Engagement and Vision	Recommended	2/15/2020	3/3/2020		
A24	Board/Superintendent Relations	Recommended	2/15/2020	3/3/2020		
A30	Role and Adoption of School Board Policies	To Consider	2/15/2020	10/16/2021		
A31	Board Member Education	To Consider		1/17/2022		
A32	Board Goal-Setting & Evaluation	Removed	2/5/2020			
A33	School Visits by Board Members	To Consider		3/25/2009		
A34	Board relations with School Personnel	To Consider	2/29/2020	3/25/2009		
Personnel						
B1	Substitute Teachers	Required	3/4/2020	10/11/2019		
B2	Volunteers and Work Study Students	Required	3/4/2020	10/11/2019		
B3	Alcohol and Drug Free Workplace	Required	5/20/2020	3/3/2020		
B4	Drug and Alcohol Testing of Transportation Employees	Required	2/5/2020	10/11/2019		
B5	Employee Unlawful Harassment	Required	2/5/2020	10/20/2020		
B6	HIPAA Compliance	Removed	3/15/2020			
B7	Tobacco Prohibition	Required	3/4/2020	10/11/2019		
B8	Electronic Communication between Employees & Students	Required	11/17/2021	6/25/2020		
B20	Personnel Recruitment, Selection, Appointment, and Background Checks	Recommended	4/1/2020	3/3/2020		
B21	Professional Development	Recommended	3/4/2020	3/3/2020		
B22	Complaint about Personnel & Instructional Materials	Recommended	3/4/2020	3/3/2020		
B30	Staffing and Job Descriptions	To Consider	3/4/2020	3/29/2009		
B31	Educator Supervision & Evaluation: Probationary Teachers	To Consider	3/4/2020	3/29/2009		
B32	Personnel Files	To Consider	3/4/2020	3/29/2009		
B33	Resignations	To Consider	3/4/2020	3/29/2009		
B35	Family Medical Leave Act		3/4/2020			
B40	Non-Retribution/Retaliation		6/3/2020			
Students						
C1	Student Records	Required	5/1/2020	2/8/2022		
C2	Student Drugs & Alcohol	Under Review	6/3/2020	12/3/2015		
C3	Transportation	Required	6/3/2020	10/11/2019		
C4	English Learners	Required	5/20/2020	12/9/2020	Going for First Reading 2/16/22	
C5	Firearms	Required	6/3/2020	12/9/2020	Currently in Policy Committee	

C6	Home Study Students	Required	6/3/2020	10/11/2019		
C7	Attendance	Required	11/4/2020	2/15/2022		
C8	Pupil Privacy Rights	Required	6/3/2020	1/17/2022		
C9	Nutrition & Wellness	Required	6/12/2019	10/11/2019		
C10	Prevention of Harassment, Hazing & Bullying Policy	Required	6/3/2020	12/2/2015		
C10-P	Prevention of Harassment, Hazing & Bullying Procedure	Required	6/3/2020	12/2/2015		
C11	Student Freedom of Expression	Required	6/3/2020	8/1/2019		
C12	Prevention of Sexual Harassment as Prohibited by Title IX	Required	11/18/2020	9/1/2020		
C13	Homeless Students	Under Review		10/16/2020		
C14	Staff	Required		1/31/2022		
C20	Students Conduct and Discipline	Under Review	6/26/2019	3/3/2020		
C21	Search and Seizure of Students by School Personnel	Recommended	6/17/2020	8/30/2020		
C22	Student Activities (Elementary)	Recommended		3/25/2009		
C23	Student Clubs & Activities (Secondary)	Recommended		11/28/2007		
C24	Interscholastic Sports	Recommended		9/18/2013		
C25	Admission of Non-Resident Tuition Students	Recommended		3/3/2020		
C26	Tuition Payments	Removed				
C27	Student Self-Expression and Student Distribution of Literature	Recommended	2/5/2020	9/18/2013		
C28	Transgender and Gender Nonconforming Students	Recommended		3/3/2020		
C29	District Equity Policy	Recommended		7/21/2020		
C70	Use of Restraint and Seclusion	Recommended	6/26/2019	1/25/2022	Ours is C34	
C30	Student Medication	To Consider	6/3/2020	6/30/2008		
C31	Admission of Resident Students	To Consider		2/10/2016		
C32	Eighteen Year-Old Students	To Consider	6/3/2020	2/10/2016		
C33	Student Assessments	To Consider		2/10/2016		
C45	Bus Discipline		6/26/2019			
C46	Non-School Personnel		11/4/2020			
C47	Student Exchanges		6/26/2019			
C48	Foreign Exchange Students		6/26/2019			
C49	Kindergarten Entrance Age		11/4/2020			
C50	Comprehensive Sexual Health Services		12/14/2019			
Instruction						
D1	Proficiency Based Graduation Requirement	Required	6/12/2019	3/3/2020		
D2	Grade Advancement	Removed	6/12/2019			
D3	Responsible Computer Internet & Network Use	Required	11/4/2020	8/1/2019		
D4	Title One Comparability	Required	11/4/2020	12/3/2015		
D5	Animal Dissection	Required	11/4/2020	10/11/2019		
D6	Class Size Policy	Required	11/4/2020	10/11/2019		
D7	Special Education	Required	12/15/2021	10/11/2021		
D20	Curriculum Development and Coordination	Recommended		9/18/2013		
D21	Education Support System	Recommended		9/18/2013		
D30	Field Trips	Removed 7/20				
D31	Selecting Library Materials	Under Review				
D32	Selection of Instructional Materials	Under Review				

D33	Local Action Plan	To Consider		12/7/2005		
D34	Library Media Center Selection and Reconsideration		11/20/2019			
School-Community Relations						
E1	Title I, Part A: Parent and Family Engagement	Required	11/4/2020	9/24/2021		
E20	Community Use of Facilities	Recommended		12/21/2020		
E21	Distribution of Non-School Sponsored Literature in Schools	Recommended		11/26/2007		
E30	School-Community Relations	To Consider				
E31	Parental Involvement	Removed 7/20				
E32	Visits by Parents, Community Members or Media	To Consider		8/1/2009		
E45	Roles of Religion in the Schools		11/4/2020			
E46	Memorials		7/1/2019			
Non-Instructional Operations						
F1	Travel Reimbursement	Required	11/4/2020	8/1/2019		
F20	Fiscal Management and General Financial Accountability	Recommended		3/25/2009		
F21	Financial Reports and Statements	Recommended		2/25/2009		
F22	Electronic Communications Use and Retention	Recommended	2/17/2021	9/17/2020	Data Retention	
F23	Capitalization of Assets	Recommended		11/3/2016		
F24	Prevention of Conflict of Interest in Procurement	Recommended		11/6/2016		
F25	Access Control	Recommended	2/17/2021	10/24/2019		
F26	Security Cameras	Recommended		10/24/2019		
F27	Communicable Disease Mitigation Measures for Students and Staff	Recommended		2/15/2022		
F30	Budgeting	To Consider		3/25/2009		
F31	Emergency Closings	Removed 7/20				
F32	School Crisis Prevention & Response/Procedures for Bomb Threats	To Consider		3/25/2009		
F33	HIV Policy	Removed				
F41	Information		2/17/2021			
F45	Fundraising & Sales to Students on School Property		6/26/2019			
F46	Flag Raising		4/28/2021			

Required

WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT

Board of Directors' Policy

WEAPONS / FIREARMS

POLICY:	<u>C5</u>
WARNED:	<u>5.15.20</u>
ADOPTED:	<u>6.3.20</u>
EFFECTIVE:	<u>6.13.2020</u>

It is the **intent** of the board to comply with the federal Gun Free Schools Act of 1994, and the Vermont state laws (16 V.S.A. §1166 & §1162) requiring school districts to provide for the possible expulsion of students who bring or possess dangerous weapons or firearms at school. It is further the intent of the board to maintain a student discipline system consistent with the requirements of the federal Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act and the Vermont State Board of Education rules.

Definitions:

This policy shall define the terms “*dangerous weapons*”, “*firearm*”, “*at school*” and “*expelled*”. However, the school board may augment the definitions, provided they remain consistent with definitions required by state and federal law.

- a. The term “*dangerous weapon*” means a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, designed for, or is readily capable of, causing death or serious bodily injury. This includes weapons that a student acquires at school or on the bus.
- b. “*Firearm*” means any weapon, whether loaded or unloaded, which will expel a projectile by the action of an explosive and includes any weapon commonly referred to as a pistol, revolver, rifle, gun, machine gun or shotgun.
- c. “*At school*” means any setting that is under the control and supervision of the school district. It includes school grounds, facilities and vehicles used to transport students to and from school or school activities.
- d. “*Expelled*” means the termination of educational services to a student for greater than 10 days, and is determined by the board.

Policy Statement

PART A: WITH REGARDS TO STUDENTS

Any student who brings to school or possesses a dangerous weapon while at school shall be brought by the superintendent to the school board for consideration of an expulsion hearing.

However, with the prior written consent of the superintendent or their designee, a student may possess a device that might be considered a dangerous weapon for a predetermined educational purpose.

If after a hearing, a student is found by the board to have brought or possessed a dangerous weapon while at school, the superintendent or principal may suspend the student for up to 10 school days, or the board may expel the student for up to the remainder of the school year, or up to 90 school days, whichever is longer, 16 V.S.A. §1162(a). Or, if after a hearing, a student is found by the board to have brought or possessed a firearm while at school, the student shall be expelled for no less than one calendar year,

16 V.S.A. §1166 (2). However, the school board may modify the expulsion on a case-by-case basis when it finds circumstances such as, but not limited to:

- a. The student was unaware that they had brought a weapon to school.
- b. The student did not intend to use the weapon or threaten or endanger others.
- c. The student is disabled and the misconduct is related to the disability.
- d. The student does not present an ongoing threat to others and a lengthy expulsion would not serve the best interests of the student nor substantially further the goal of ensuring a safe and fear free environment.

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

Policy Implementation

An expulsion hearing conducted under this policy shall afford due process as required by law, and as developed by the superintendent or their designee.

The superintendent may refer to the appropriate law enforcement agency any student who possesses or brings a dangerous weapon to a school under the control and supervision of the school district. The superintendent shall refer to the appropriate law enforcement agency any student who possesses or brings a firearm to a school under the control and supervision of the school district. In addition, the superintendent may report any incident subject to this policy to the Department of Children & Families.

As required by state law, the superintendent shall annually provide the Secretary of Education with descriptions of the circumstances surrounding expulsions imposed under this policy, the number of students expelled, and the type of dangerous weapons involved.

PART B: WITH REGARD TO PERSONS OTHER THAN STUDENTS

No person shall enter onto school grounds while in possession of a dangerous weapon or firearm as described above unless:

- a. The person has prior written approval from the superintendent or their designee to bring the weapon to school for authorized activities;
- b. The person is a law enforcement officer.

Legal Reference(s): 16 V.S.A. §1162 (Suspension or expulsion of pupils)
16 V.S.A. §1166 (State law pursuant to Federal law)
13 V.S.A. §§4004, 4016 (Criminal offenses)
20 U.S.C. §7151 (Gun Free Schools Act)
18 U.S.C. §921 (Gun Free Schools Act of 1990)
20 U.S.C. §§ 1400 et seq. (IDEA)
29 U.S.C. §794 (Section 504, Rehabilitation Act of 1973)
Vt. State Board of Education Manual of Rules & Practices, §§4311, 4312

FIREARMS

Policy

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

Definitions

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

Sanctions

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

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

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

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

Policy Implementation

An expulsion hearing conducted under this policy shall afford due process as required by law and as developed by the superintendent or his or her designee.

The superintendent shall refer to the appropriate law enforcement agency any student who brings a firearm to a school under the control and supervision of the school district. The superintendent may also report any incident subject to this policy to the Department for Children and Families (DCF).

The superintendent shall annually provide the Secretary of Education with descriptions of the circumstances surrounding expulsions imposed under this policy, the number of students expelled and the type of firearms involved.

VSBA Review:	10/11/19, updated 11/18/2020
Date Warned:	
Date Adopted:	
Legal Reference(s):	16 V.S.A. § 1166 (State law pursuant to Federal law)
	13 V.S.A. §§ 4004, 4016 (Criminal offenses)
	20 U.S.C. § 7151(Gun Free Schools Act)

	18 U.S.C. § 921 (Gun Free School Zones Act of 1990)
	20 U.S.C. §§ 1400 et seq.(IDEA)
	29 U.S.C. § 794 (Section 504, Rehabilitation Act of 1973)
	Vt. State Board of Education Manual of Rules & Practices, §§ 4311, 4313
Cross Reference:	Search and Seizure
	Student Conduct and Discipline

POLICY ON HONORING INDIVIDUALS WHO HAVE SERVED THE WASHINGTON CENTRAL UNIFIED UNION SCHOOL DISTRICT

At times, individuals who have dedicatedly served the Washington Central Unified Union School District (WCUUSD) and, as a result of their service, have been recommended for recognition of their service by asking to name a part of the School District for the individual recognized.

It is the policy of this School District that naming a part of the School District premises in honor of individuals who have substantially contributed to the School District and its students, staff, and community, may occur, at the Board of Directors' discretion.

Space limitations impacts the Board's ability to honor individuals by naming so the discretion in doing so is a guided discretion.

The process of the consideration of a naming starts with a written petition filed with the Superintendent and the Chair of the Board.

The petition requesting an individual be honored must contain the following information:

- 1.) Name of the individual to be honored;
- 2.) The part of the District proposed for the naming;
- 3.) The reason the individual should be honored, providing specifics as to the contribution the individual made to the school community, or staff, or students supporting the goal of the honoring;
- 4.) The amount of time the individual served our community, and identification of the tangible, identifiable, impact this individual had on our school community, or our students, or our staff;
- 5.) Whether the individual has been recognized or honored in any other tangible way by the School District or any of the individual schools within the District; and
- 6.) The length of time for which the naming is proposed.

The form for the Petition is available from the Central Office. Once a Petition is received, the Chair shall share it with other Board members. The Petition will be put on the Board agenda within 60 days of its receipt.

At the Board meeting, members of the public shall have the opportunity to comment on the proposed naming. The Board shall then decide whether to grant the Petition. The naming shall be for a period of up to, but no longer than _____ years, and shall be acknowledged with a plaque attached to the area of the District named.

The Board's discretion in this process is absolute and any decision the Board issues is not subject to any appeal.