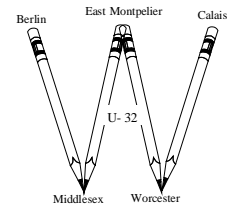


# Washington Central Unified Union School District

*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

Debra Taylor, Ph.D.  
Interim Superintendent



## WCUUSD Policy Committee Meeting Agenda 5.26.20 4:30-6:30 pm

Via Video Conference\*

Link: <https://tinyurl.com/v9yvl84m>  
Dial by Your Location 1-929-205-6099  
Meeting ID: 955 4639 1841 Password: dKZvkuwqX7

1. Call to Order
2. Approve Minutes of 5.19.20 – pg. 2
3. School Choice Survey Update – pg. 5
4. Review Existing Policies
  - 4.1 Section C – Students
    - 4.1.1 Current (C9, C47/C48, C49) – pg. 7
    - 4.2.1 Additional – pg. 18
5. Future Agenda Items
  - 5.1 C34, C20/C45, C46
6. Adjourn

**NEXT MEETING DATE: Tuesday, June 2, 2020 at 4:30 pm**

**\*Open Meeting Law temporary changes as of 3/30/20:**

**Boards are not required to designate a physical meeting location. Board members and staff are not required to be present at a designated meeting location.**

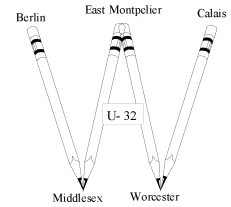
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Interim Superintendent



## **WCUUSD Policy Committee Meeting Minutes - Unapproved 5.19.20 4:30-6:30 pm**

### **Via Video Conference\***

**Present:** Chris McVeigh (Chair), Marylynne Strachan, Jody Emerson, Jaiel Pulskamp, Ellen Knoedler, Aaron Boynton, Dorothy Naylor, Debra Taylor

1. **Call to Order:** Chris McVeigh called the meeting to order at 4:32.

2. **Approve Minutes of 5.12.20:** Dorothy Naylor moved to approve the minutes of May 12, 2020. Seconded by Jaiel Pulskamp. A few edits were suggested - Jaiel's name was misspelled, and one discussion item was attributed to Marylynne whereas it had been Scott Thompson. **This motion carried unanimously, with noted edits.**

3. **School Choice Survey Update:** Committee members discussed the survey draft which had been shared. Dorothy Naylor suggested that on a few items, it would be useful to offer the opportunity to provide a more in depth response - for example, why did you answer this way? She stated that she thinks it would be advantageous to offer more options for answers. Marylynne Strachan indicated that she believes it is important to get the feedback from the community. Jody Emerson suggested starting with "Should Washington Central offer school choice?" and "Why or why not?"

Discussion followed around the possibility of starting with a quick survey for parents and to invite (via FPF) community members to offer thoughts or feedback to committee members; then to survey the community at a later time.

Committee feedback around the survey had been sought by email. Some edits to the survey were suggested to Dorothy Naylor; she made notes of edits. She and Debra Taylor will revise the form and will share with the committee next Tuesday. The intention is to use google forms for this survey. Chris McVeigh suggested including parents of home-schooled children and parents of students enrolled in private schools.

**4. B40 Non-Retaliation/Retribution Policy:** Some suggested additions to the policy had been offered by Scott Cameron. The committee considered the suggested edits. **The committee agreed that this policy is ready to go to the board at the June meeting.**

## **5. Review Existing Policies**

### 5.1 Section C – Students

#### 5.1.1 Current:

C20: Student Conduct and Discipline: Jody Emerson and Ellen Cooke had suggested some edits to this policy. The committee will take another look at this policy on Tuesday, May 26th, and anticipates sending it to the board after that.

C21: Search and Seizure of Students by School Personnel: Chris McVeigh had added some language around “clothing.” Jody Emerson asked whether language should be more specific, for example, around “sweatshirt.” Dorothy Naylor suggested using the phrase “not including the primary layer.” Some of the language was changed in the policy to reflect the definition of clothing.

**This policy will go to the board in June.**

C34: Use of Restraint and Seclusion. Is this policy required? Jody Emerson - this is not required. Debra Taylor stated that she thinks it’s redundant to have policies that are already explicitly covered by law. She recommends that this policy not be included.

Marylynne Strachan asked, would it help to align this policy with our Handle with Care training, if we are going to keep it? Regardless, she thinks that parents should be able to easily access the procedure or the law in the parent/ student handbook. Jody Emerson shared that usually the law is referred to when a restraint is needed.

Discussion followed around the Handle with Care training, that is required every year. The committee and administrators discussed the required reporting when student restraint and seclusion are used.

Debra Taylor suggested that the link to statute be included in the handbook that is shared with all parents. She does not believe a policy is needed, as the law is very thorough around this.

Chris McVeigh asked whether it would be acceptable for the board to be notified when a restraint occurs? Debra Taylor indicated that this data is submitted to the state every year; it might be something the board would like to consider each year, via this report.

Marylynne Strachan suggested that if a policy is warranted, then it would be good to have input from Kelly Bushey.

The committee agreed that making a reference in the handbook to the legal statute and to the AOE information on restraint and seclusion is sufficient. Debra Taylor and Jody Emerson will work on a draft of language to include in the handbook - for the committee to consider, two weeks from now (not in time for the next meeting.)

C45: Bus Discipline. Again, is this policy required? We already have a student

discipline policy. Could this be incorporated into the student discipline policy? Student behavior on the bus is subject to the same behavior expectations as on the school property. Debra Taylor explained that the bus is an extension of the school, and all rules apply.

Marylynne Strachan asked, how often are students removed from bus privileges, versus suspension from school? Jody Emerson shared that this year there were approximately three times when students were removed from bus privileges, for one to three days at a time. She stated that there have been more suspensions this year than that. Discussion followed around various strategies to support student behavior on the bus.

The committee agreed that this could be included in C20 - Student Discipline. Chris McVeigh will make some suggested additions to the language in C20 to include bus discipline. The committee will consider C20 at the next meeting.

C46: Interrogation or Searches of Students by Law Enforcement or Other Non-School Personnel: Debra Taylor suggested that Scott Cameron take a look at this policy. She also noted that this is not a required policy according to VSBA. The committee will consider this in two weeks.

C47 and C48 - Student Exchange Policies: Chris McVeigh - is there a reason these are two separate policies? Debra Taylor will draft this as one policy, for the committee to consider at the next meeting.

C49: Kindergarten Entrance Age: The committee discussed that this is also covered in state statute. Debra Taylor reviewed the law which is not as specific as the policy.

Some discussion followed around preschool. Aaron Boynton stated that it is useful to have an explicit and consistent policy on the issue of kindergarten entrance age, for all of the elementary schools in WCUUSD to follow. The committee will reconsider this policy at the next meeting. There may be verbiage included about preschool age limits.

## **6. Future Agenda Items**

**7. Adjourn:** The committee adjourned by consensus at 6:34 p.m.

Respectfully submitted,  
Lisa Stoudt, Committee Recording Secretary

**NEXT MEETING DATE: Tuesday, May 26, 2020 at 4:30 pm**

**\*Open Meeting Law temporary changes as of 3/30/20:**

**Boards are not required to designate a physical meeting location. Board members and staff are not required to be present at a designated meeting location.**

**Our building will not be open for meetings. All are welcome to attend virtually.**



## Elementary School Choice Survey

WCUUSD would like to find out if families in WCUUSD would be interested in school choice among our five elementary schools. - Berlin, Calais, Doty Memorial (Worcester), East Montpelier, and Rumney Memorial (Middlesex).

Any policy will likely have quotas and a lottery.

We are taking this survey to find out how many people would be interested, would they actually use it if available, what their reason(s) might be and how transportation needs might be addressed.

Thank you in advance for your feedback!

Kind Regards,

WCUUSD Board Policy Committee

Your email address ([kmetivier@u32.org](mailto:kmetivier@u32.org)) will be recorded when you submit this form. Not you? [Switch account](#)

\* Required

Identify your town. \*

- Berlin
- Calais
- East Montpelier
- Middlesex
- Worcester

Washington Central UUSD should offer school choice at the elementary level? \*

- Yes
- No

Why/why not? \*

Your answer \_\_\_\_\_

Do you have a Pk-6 student? \*

Yes

No

If school choice were an option, would you choose it for your student? \*

Yes

No

Why/why not? \*

Your answer \_\_\_\_\_

What would your transportation needs be if school choice were an option? \*

I would drive my own child.

I would need transportation for my child.

Do you have any questions or concerns you would like the committee to consider? \*

Your answer \_\_\_\_\_

# Section C – Students

## Current Approved WCUUSD Policies

**Required**

**WASHINGTON CENTRAL UNIFIED  
UNION SCHOOL DISTRICT**

**Board of Directors' Policy**

<b>POLICY:</b>	<u>    <b>C9</b>    </u>
<b>WARNED:</b>	<u>    <b>6/1/19</b>    </u>
<b>ADOPTED:</b>	<u>    <b>6/12/19</b>    </u>
<b>EFFECTIVE:</b>	<u>    <b>7/1/19</b>    </u>

**NUTRITION & WELLNESS**

---

**Purpose**

It is the intent of the Washington Central Unified Union School District to comply with the local policy requirements of the federal Child Nutrition and WIC Reauthorization Act of 2004 and the Healthy, Hunger-Free Kids Act of 2010 (HHFKA). In accord with those requirements, this policy has been developed in consultation with parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators and the general public.

**Policy Statement**

It is the policy of the Washington Central Unified Union School District to establish goals for nutrition promotion and education, nutrition guidelines, physical activity and other school based activities that are designed to promote student wellness. The district will review and consider evidence- based strategies in determining these goals.

**I. Goals for Nutrition Promotion and Education.**

- A. The school district shall provide nutrition promotion and education programs as required by state law and regulations of the State Board of Education. In particular, the district shall provide a nutrition component in its Comprehensive Health Education program and shall develop curricular programs intended to accomplish applicable goals enumerated in the Vermont Education Quality Standards.
- B. Nutrition education and promotion programs shall be conducted by appropriately licensed staff members.
- C. To the extent practicable, nutrition education and promotion shall be integrated into core curricula in areas such as science and family and consumer science courses.
- D. The district will limit food and beverage marketing to the promotion of only those foods and beverages that meet the USDA Smart Snacks in School nutrition standards on school campus.

**II. Goals for Physical Education and Physical Activity.**

- A. The district shall provide physical education classes for all students as required by Education Quality Standards.
- B. The district shall offer opportunities for students in grades K-12 to participate in at least 30 minutes of physical activity within or outside of the school day. Physical activity may



include recess and movement built into the curriculum, but does not replace physical education classes.

### III. Goals for Nutrition Services

- A. The district shall ensure that guidelines for reimbursable school meals are not less restrictive than regulations and guidance issued by the Secretary of Agriculture pursuant to sections (a) and (b) of section 9A(a) and (b) of the Richard B. Russell National School Lunch Act as those regulations and guidance apply to schools.
- B. The district shall provide adequate space for eating and serving school meals.
- C. The district shall provide a clean and safe meal environment for students.
- D. The district shall establish meal periods that provide adequate time to eat and are scheduled at appropriate hours.
- E. Food shall not be used in district schools as a reward or punishment.
- F. The district shall provide training opportunities as appropriate for food service and other staff members in areas of nutrition and wellness.
- G. Schools participating in the National School Lunch and School Breakfast programs shall make free potable water available to children in the meal service areas.

### IV. Nutrition Guidelines.

- A. The National School Lunch and School Breakfast Programs will meet the requirements provided in 7 CFR 210 and 7 CFR 220 (National School Lunch Program and School Breakfast Guidelines.)
- B. All foods and beverages outside the reimbursable school meal programs that are sold to students on the school campus during the school day will meet the USDA Smart Snacks nutrition standards<sup>[i]</sup>.
- C. School district fundraisers that occur during the school day will meet the USDA Smart Snack nutrition standards<sup>[ii]</sup>.
- C. The district is required to establish nutrition guidelines for all other foods provided, but not sold to students during the school day. Foods provided but not sold may include food that is part of a classroom celebration or provided by parents or community organizations free of charge. *[Districts should choose either 1 or 2 below, or write their own guidelines.]*
  - (1) *It is the policy of the district that, when feasible, food provided but not sold should be limited to those foods that improve the diet and health of students, help mitigate childhood obesity, and model healthy choices.*
  - (2) *Food provided but not sold will, at minimum, comply with the Smart Snacks Standards<sup>[iii]</sup>.*

### V. Other School Based Activities

The district will implement other wellness based school activities from time to time at the discretion of the superintendent or ~~his or her~~their designee. These activities will be in accordance with evidence-based strategies such as those provided in the Vermont School Wellness Policy Guidelines.

## VI. Assessment:

The district will conduct an assessment of the wellness policy every 3 years. This assessment will determine: compliance with the wellness policy, how the wellness policy compares to model wellness policies, and progress made in attaining the goals of the wellness policy.

## VII. Policy Implementation

- A. The district will permit parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators and the general public to participate in the development, implementation, monitoring, and periodic review and update of this policy.
- B. The superintendent or ~~his or her~~their designee shall periodically monitor district programs and curriculum to ensure compliance with this policy and any administrative procedures established to carry out the requirements of this policy.
- C. The district shall annually inform and update the public about the content and implementation of this policy, including the extent to which district schools are in compliance with this policy, the extent to which this policy compares to model local school wellness policies and a description of the progress made in attaining the goals of this policy.
- D. The superintendent or ~~his or her~~their designee shall report at least annually to the board and to the public on the district's compliance with law and policies related to student wellness. The report shall include information as to the content and implementation of this policy, and an assurance that district guidelines for reimbursable meals are not less restrictive than regulations and guidelines issued for schools in accordance with federal law.

*Legal Reference(s):* 16 V.S.A. §§131 & 906(b)(3).

*Richard B. Russell National School Lunch Act, 42 U.S.C. 1751 et seq.*

*Child Nutrition Act of 1966, 42 U.S.C. 1771 et seq.*

*Healthy, Hunger Free Kids Act of 2010, Section 204 of Public Law 111-296.*

*Code of Federal Regulations, 7 CFR Part 210 and Part 220.*

*Vermont Education Quality Standards 2120.5*

*[Vermont School Wellness Policy Guidelines](#), Joint Guidance from Vermont Agency of Agriculture, Food and Markets, the Vermont Agency of Education and Vermont Department of Health. 2016.*

<sup>[i]</sup> [See Resource: Summary, Nutrition Standards for All Foods Sold in School, <https://www.fns.usda.gov/sites/default/files/cn/allfoods-summarychart.pdf>]

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**Required**

**WASHINGTON CENTRAL UNIFIED  
UNION SCHOOL DISTRICT**

**Board of Directors' Policy**

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<b>WARNED:</b>	<u>    <b>6/1/19</b>    </u>
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**Recommended**

**WASHINGTON CENTRAL UNIFIED  
UNION SCHOOL DISTRICT**

**Board of Directors' Policy**

**POLICY:**     C47    

**WARNED:** \_\_\_\_\_

**ADOPTED:** \_\_\_\_\_

**EFFECTIVE:** \_\_\_\_\_

**STUDENT EXCHANGES**

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Exchanges of students between school districts can provide educational and personal benefits for the students involved. In many cases, such exchanges also benefit the school as a whole, as the participants make valuable contributions to the schools they attend.

In the acceptance of foreign or domestic exchange students, Washington Central Unified Union School District students and staff find unique opportunities to learn and understand people and cultures different from their own.

WCUUSD encourages such exchange programs and similarly encourages the providing of programs which allow WCUUSD students an opportunity to travel, live, and study in other cultural settings.

**PROCEDURES**

**Area Schools Student Exchanges**

The principal is authorized to approve one-for-one exchanges of WCUUSD resident students with students who reside in other school districts providing that the principal of the non-resident's school has similarly approved the proposed exchange. In approving such proposed exchanges, the principal shall follow the procedures as listed below:

1. Only one-for-one exchanges may be made. For every non-resident student accepted under this program a resident student must be accepted at the school that the non-resident students would have otherwise attended.
2. An application for an exchange must be made in writing to the principal of the receiving school with a copy to the principal of the sending school.
3. Applications must be made annually. Number of years in the program will be considered in determining priority for renewal. Renewal requests must be received on or before May 1st prior to the year of the requested attendance. Renewal applications received after May 1st will be treated on the same basis as new requests.
4. All new requests will be considered according to the order in which they are received.
5. Special education students will be considered only if the proposed exchange is approved by the student's I.E.P. team and the receiving school determines that the student's special needs can be met without added burden of cost or resources to the school system.
6. Students will not be accepted who have a history of behavior or attendance problems unless it is mutually agreed by the two principals that the change in schools shows genuine promise of correcting the problem(s).

7. Transportation of the student will be the sole responsibility of the parent or guardian.
8. Students accepted under this exchange program will be entered on the school register as tuition non-resident students (for whom tuition payment is waived by the board) thereby making them eligible to represent WCUUSD on all activities under the sponsorship of the Vermont Headmasters' Association.
9. No students will be approved for exchange after September 30 each year unless the circumstances are extenuating and beyond the control of the student.
10. Once a student has been notified of acceptance, ~~his/her~~their place is assured for the forthcoming school year.

### Foreign and Domestic Exchange Programs

Application from a student applying for admission to WCUUSD under the sponsorship of an approved foreign or domestic exchange program will be screened by the principal to determine whether all of the below listed guidelines have been met and/or agreed to by all parties. Upon completion of said screening, the principal shall make a recommendation to the superintendent regarding the acceptance of the student. The superintendent shall in turn inform the board of accepted students.

Once enrolled, if an exchange student's proficiency is found to be insufficient to succeed in regular instructional programs without special professional assistance, the sponsor or exchange organization must assume all financial responsibility for any educational support deemed necessary by the school. The sponsor or exchange organization also assumes all financial responsibility for a student's withdrawal from school, for any reason.

WCUUSD will allow up to three foreign students per academic year to attend the school under the following criteria:

1. The student must be sponsored by a recognized and approved (as per the Vermont Headmasters' Association) agency or organization whose prime purpose is to provide pupil exchange programs, such as CSIET (Counsel on Standards on International Educational Travel).
2. The student must have approved arrangements to reside with a family living within the school district for the entire term of enrollment.
3. The student must demonstrate a level or proficiency in written and spoken English sufficient to enable him/her to benefit from the academic program of the school without undue hardship to the instructors and other students.
4. The student will not be granted a U-32 High School diploma although the student, if a senior, will be allowed to participate in the graduation exercises and may be granted an honorary diploma at the discretion of the principal.
5. The students will not receive an official transcript or be granted any academic credit from a WCUUSD school, although, at the student's request, the school will supply the student with a statement indicating the student's program of study and level of achievement. The awarding of actual academic credit for work completed at a WCUUSD school will be solely at the discretion of the student's home school.

6. The student will not be enrolled in driver education.
7. Students will be admitted to WCUUSD based on the first three legal district residents who submit a tuition waiver.
8. Students must not have graduated from high school or its equivalent.
9. Students will only be accepted under full-time academic status.

Exception

Students who do not meet all of the stated conditions, but who are worthy of special consideration in the judgment of the principal, may be granted admission by the board upon the recommendation of the principal.

Any person(s) wishing to sponsor and enroll a foreign exchange student in WCUUSD will be subject to the following guidelines:

- The WCUUSD Board of Directors will review all requests by the Guidance Department for placement of foreign exchange students no later than the second regular board meeting in August for placement in the upcoming academic year.
- To enhance cultural diversity, WCUUSD will generally not accept more than one exchange student from the same foreign country in the same academic year. Exceptions may be allowed if all slots are not filled.
- Sponsoring organizations must give assurances at least two weeks prior to the start of the academic year that an exchange student will be placed with a WCUUSD host family.

Exchange students will generally be treated as all other students enrolled in WCUUSD:

- They will be expected to follow all policies and procedures of the district and will be subject to the same disciplinary action as all other students for any infraction of those policies and procedures.
- They must meet all academic standards to maintain full-time student status.
- They and their host family are subject to all fees including but not limited to:
  - a) School meals.
  - b) Curricular and co-curricular materials, books, and equipment not regularly provided by the school.
  - c) All activity fees.
  - d) All cost related to lost or damaged school property while in their possession.



**WASHINGTON CENTRAL UNIFIED  
UNION SCHOOL DISTRICT**

**Board of Directors' Policy**

**POLICY:** C49

**WARNED:** 6/1/19

**ADOPTED:** 6/26/19

**EFFECTIVE:** 7/1/19

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**KINDERGARTEN ENTRANCE AGE**

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The Washington Central Unified Union School District recognizes that a successful beginning school experience fosters good self –concept and positive attitude toward school. Research has shown that children who are fully five (5) when they enter kindergarten are more likely to be physically, emotionally, socially, and intellectually ready for that school experience. The intent of setting the standard age of admission into the kindergarten program at five years of age on or before September 1 of a given year is to help ensure the success of children through the advantage of maturity.

Children who are five (5) years of age on or before September 1 are eligible for enrollment in kindergarten. Children whose birthdays are between September 1 and September 30 will be considered for enrollment in kindergarten upon written parental request to the principal. Readiness for, and enrollment in kindergarten for these children will be determined by procedures set by the administration. The procedures will include input from the parent, teachers, principal and others as appropriate. If consensus cannot be reached the principal will make the final decision.

# Section C – Students

## Additional Recommended/Optional Policies

**Recommended**

**WASHINGTON CENTRAL UNIFIED  
UNION SCHOOL DISTRICT**

**Board of Directors' Policy**

**POLICY:**     C22    

**WARNED:** \_\_\_\_\_

**ADOPTED:** \_\_\_\_\_

**EFFECTIVE:** \_\_\_\_\_

**STUDENT ACTIVITIES (ELEMENTARY)**

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**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 worthwhile leisure time interests, wholesome recreational and social activity, and opportunities to develop skills in democratic and cooperative management for these activities.

**Implementation**

The following criteria for eligibility for participation in school sponsored activities are intended to set standards for academic eligibility.

1. Students should have passing grades in \_\_\_ courses taken during the previous marking period.
2. Students should be in good disciplinary standing as determined by the principal.
3. Students should be in regular attendance and should be in attendance on the day of the activity unless excused by the principal.
4. The rules and regulations of the Vermont Principals' Association will be followed for the activities of seventh and eighth grade students.

The board will approve new requests for co-curricular activity sponsorship based on the following considerations.

1. The level of student interest in the activity;
2. The fiscal ramifications of sponsorship;
3. The availability of qualified personnel to supervise the activity;
4. The impact of adding or eliminating the activity on the balance of types of activities available in the total activity program;
5. The potential of the activity to help participating students meet the goals of the school's curriculum; and
6. The recommendation of the superintendent.

All school sponsored activities will be under the ultimate control of the school district and will comply with all policies and procedures of the school.

**Recommended**

**WASHINGTON CENTRAL UNIFIED  
UNION SCHOOL DISTRICT**

**Board of Directors' Policy**

**POLICY:** C23

**WARNED:** \_\_\_\_\_

**ADOPTED:** \_\_\_\_\_

**EFFECTIVE:** \_\_\_\_\_

**STUDENT CLUBS & ACTIVITIES (SECONDARY)**

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**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 worthwhile leisure time interests, wholesome 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<sup>1</sup>

- 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. No activity that is not directly related to the curriculum or educational mission of the school will 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 [or superintendent] 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 school district and will comply with all policies and procedures of the school. The principal [or superintendent] may set standards for academic eligibility for participation in these activities.

## II. Student-Run Noncurriculum-Related Groups<sup>2</sup>

- A. A student-run noncurriculum-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 E2.
- 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<sup>3</sup> provided that an equal opportunity is given to all student groups. If the district opens its facilities to any student group, then it must provide the same opportunities to all other student groups.<sup>4</sup> 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.<sup>5</sup>
- 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 groups as monitors for keeping order.
- D. The superintendent [or 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.

*Legal Reference(s):* 20 U.S.C. §§4071 et seq. (*Federal Equal Access Act*)  
*Prince v. Jacoby*, 303 F.3d 1074 (9<sup>th</sup> Cir.), cert. denied 540 U.S. 813 (2002)  
*Rosenberger v. University of Virginia*, 515 U.S. 810 (1995),  
*Board of Education of Westside Community Sch. v. Mergens*, 496 U.S. 226 (1990).  
*Sease v. School District of Philadelphia*, 81 F. Supp. 183 (E.D. Pa. 1993)

<sup>1</sup> See VSBA Model Policy H3 Community Use of School Facilities

<sup>2</sup> This section is governed by the Equal Access Act, 20 U.S.C. 4071 et seq. It states, in part, that: It shall be unlawful for any public secondary school which receives Federal financial assistance and which has a limited open forum to deny equal access or a fair

opportunity to, or discriminate against, any students who wish to conduct a meeting within that limited open forum on the basis of the religious, political, philosophical, or other content of the speech at such meetings.

<sup>3</sup> *Prince v. Jacoby*, 303 F.3d 1074 (9<sup>th</sup> Cir.), cert. denied 540 U.S. 813 (2002), held that since yearbook was paid for by student body funds and not by public funds, the school could not charge a religious student group for inclusion in the yearbook when other groups were included without charge. *Rosenberger v. University of Virginia*, 515 U.S. 810 (1995), held that university could not limit funds to student group due to its religious viewpoint where group ran newspaper with Christian view on news while other newspapers were funded. Funds were from mandatory student activity fee and not from public funds.

<sup>4</sup> Even allowing only one noncurriculum student group to meet in school facilities is enough to create a limited open forum and trigger the application of the Equal Access Act. *Board of Education of Westside Community Sch. v. Mergens*, 496 U.S. 226 (1990).

<sup>5</sup> Equal Access Act, 20 U.S.C. 4071; *Sease v. School District of Philadelphia*, 81 F. Supp. 183 (E.D. Pa. 1993) (school secretary who led gospel choir violated provisions of law even though choir was outside her regular duties in district).

**Required**

**WASHINGTON CENTRAL UNIFIED  
UNION SCHOOL DISTRICT**

**Board of Directors' Policy**

**POLICY:**           C24          

**WARNED:** \_\_\_\_\_

**ADOPTED:** \_\_\_\_\_

**EFFECTIVE:** \_\_\_\_\_

**INTERSCHOLASTIC SPORTS**

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**Policy**

It is the policy of the board to provide an interscholastic athletic program for students to complement and supplement their educational programs. All school sponsored activities will be under the ultimate control of the school district and will comply with all policies and procedures of the school.

**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~~ students.
3. Programs should employ qualified personnel in coaching and supervision positions.
4. Programs should stress the educational as well as recreational benefits derived from participation in interscholastic sports.
5. Programs should conform fully with the rules and regulations of the Vermont Principals' Association.

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

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

The following criteria for eligibility for participation in interscholastic sports are intended to set standards for academic eligibility:

1. Students should have passing grades in \_\_\_\_ credits in courses taken during the previous marking period.
2. Students should be in good disciplinary standing as determined by the principal.
3. Students should be in regular attendance and should be in attendance on the day of the event unless excused by the principal.
4. Students will also meet the criteria set forth in the guidelines of the Vermont Principals' Association.

*Legal Reference(s): 16 V.S.A. §§1073 et seq. (Legal pupils)*

*16 V.S.A. §563(24) (Participation of home study students)*

**Required**

**WASHINGTON CENTRAL UNIFIED  
UNION SCHOOL DISTRICT**

**Board of Directors’ Policy**

**POLICY:**       C24      

**WARNED:** \_\_\_\_\_

**ADOPTED:** \_\_\_\_\_

**EFFECTIVE:** \_\_\_\_\_

**INTERSCHOLASTIC SPORTS**

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**Policy**

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**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 students.
3. Programs should employ qualified personnel in coaching and supervision positions.
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5. Programs should conform fully with the rules and regulations of the Vermont Principals’ Association.

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4. Students will also meet the criteria set forth in the guidelines of the Vermont Principals’ Association.

*Legal Reference(s): 16 V.S.A. §§1073 et seq. (Legal pupils)*

*16 V.S.A. §563(24) (Participation of home study students)*



**Recommended**

**WASHINGTON CENTRAL UNIFIED  
UNION SCHOOL DISTRICT**

**Board of Directors' Policy**

**POLICY:** C25

**WARNED:** \_\_\_\_\_

**ADOPTED:** \_\_\_\_\_

**EFFECTIVE:** \_\_\_\_\_

**ADMISSION OF NON-RESIDENT TUITION  
STUDENTS FROM NON-OPERATING DISTRICTS**

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**Policy**

It is the policy of the Washington Central Unified Union School District to assure that non-resident students are admitted to the schools of this district, when space is available, in compliance with federal and state laws and regulations governing tuition payment and non-discrimination. This policy shall not apply to students who are enrolled through the public high school choice program created by Act 129 of 2011(Adj. Sess.).<sup>2</sup>

**Implementation**

1. Tuition: On or before January 15<sup>th</sup> of each year, the school board shall establish non-resident tuition rates for the next school year and shall notify the school board of all sending school districts and the Secretary of Education of any proposed increase in tuition rates. Separate tuition rates may be established for elementary and secondary students, and for students who are eligible to participate in special education programs. Tuition rates will be established in accord with Chapter 21 of Title 16 of the Vermont Statutes Annotated, and regulations of the State Board of Education.
2. Criteria for Admission: No non-resident will be denied admission as a tuition student if the reason for denial is that the student is disabled as defined in section 504 of the Rehabilitation Act of 1973 as amended or that the student is in need of special education services. Nor will any child be denied admission on the basis of race, color, religion (creed), ancestry, national origin, place of birth, sex, sexual orientation, disability, age, marital status or any other classification protected by federal or state law.

Subject to the non-discrimination requirements above, a non-resident who applies for admission as a tuition student shall be admitted if space is available and, if the student has previously attended school, the student is in good standing at the school or schools most recently attended. Good standing shall be demonstrated when the applicant shows:

- o that ~~he/shethey~~ has/ve not been legally dismissed or suspended for more than ten days during the preceding twelve months for disciplinary reasons, and
- o that ~~he/shethey are-is~~ making satisfactory progress toward the completion of an approved school or home study program, and

<sup>1</sup> This policy is meant for districts that accept tuition from non-operating districts. This policy is not recommended for districts accepting private pay students.

<sup>2</sup> See 16 V.S.A. §822a

- that ~~his/her~~their school attendance record presents a reasonable likelihood that any existing attendance requirements of this school district will be met.

A non-resident who is unable to provide evidence of good standing may be admitted as a non-resident tuition student if it is the determination of the superintendent, based on information presented by the non-resident, that there is a reasonable likelihood that the applicant will benefit from and succeed in the programs offered by the schools in this district.

### **Appeal**

A non-resident applicant for admission as a tuition student may appeal the superintendent's denial of ~~his or her~~their application by submitting a written request to appeal to the board within ten days of the denial. The board will provide an opportunity for the applicant and/or ~~his or her~~their parent or guardian to discuss the request not to uphold the decision of the superintendent. The board will render a decision within 30 days of the request to appeal.

### **Payment of Tuition**

Tuition for non-resident students shall be payable at any time prior to enrollment. When a student enrolls after the beginning of a semester, tuition for the student will be pro-rated accordingly and will be payable immediately.

*Legal Reference(s):* 16 V.S.A. §1093 (Non-resident students)  
9 V.S.A. §4500 et seq. (Public Accommodations—Non-Discrimination)

**Recommended**

**WASHINGTON CENTRAL UNIFIED  
UNION SCHOOL DISTRICT**

**Board of Directors’ Policy**

**POLICY:**       C25      

**WARNED:** \_\_\_\_\_

**ADOPTED:** \_\_\_\_\_

**EFFECTIVE:** \_\_\_\_\_

**ADMISSION OF NON-RESIDENT TUITION  
STUDENTS FROM NON-OPERATING DISTRICTS**

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**Policy**

It is the policy of the Washington Central Unified Union School District to assure that non-resident students are admitted to the schools of this district, when space is available, in compliance with federal and state laws and regulations governing tuition payment and non-discrimination. This policy shall not apply to students who are enrolled through the public high school choice program created by Act 129 of 2011(Adj. Sess.).<sup>2</sup>

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2. Criteria for Admission: No non-resident will be denied admission as a tuition student if the reason for denial is that the student is disabled as defined in section 504 of the Rehabilitation Act of 1973 as amended or that the student is in need of special education services. Nor will any child be denied admission on the basis of race, color, religion (creed), ancestry, national origin, place of birth, sex, sexual orientation, disability, age, marital status or any other classification protected by federal or state law.

Subject to the non-discrimination requirements above, a non-resident who applies for admission as a tuition student shall be admitted if space is available and, if the student has previously attended school, the student is in good standing at the school or schools most recently attended. Good standing shall be demonstrated when the applicant shows:

- o that they have not been legally dismissed or suspended for more than ten days during the preceding twelve months for disciplinary reasons, and
- o that they are making satisfactory progress toward the completion of an approved school or home study program, and

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<sup>1</sup> This policy is meant for districts that accept tuition from non-operating districts. This policy is not recommended for districts accepting private pay students.

<sup>2</sup> See 16 V.S.A. §822a

- that their school attendance record presents a reasonable likelihood that any existing attendance requirements of this school district will be met.

A non-resident who is unable to provide evidence of good standing may be admitted as a non-resident tuition student if it is the determination of the superintendent, based on information presented by the non-resident, that there is a reasonable likelihood that the applicant will benefit from and succeed in the programs offered by the schools in this district.

### **Appeal**

A non-resident applicant for admission as a tuition student may appeal the superintendent's denial of their application by submitting a written request to appeal to the board within ten days of the denial. The board will provide an opportunity for the applicant and/or their parent or guardian to discuss the request not to uphold the decision of the superintendent. The board will render a decision within 30 days of the request to appeal.

### **Payment of Tuition**

Tuition for non-resident students shall be payable at any time prior to enrollment. When a student enrolls after the beginning of a semester, tuition for the student will be pro-rated accordingly and will be payable immediately.

*Legal Reference(s):* 16 V.S.A. §1093 (Non-resident students)  
9 V.S.A. §4500 et seq. (Public Accommodations—Non-Discrimination)

**Recommended**

**WASHINGTON CENTRAL UNIFIED  
UNION SCHOOL DISTRICT**

**Board of Directors' Policy**

**POLICY:**           **C26**          

**WARNED:** \_\_\_\_\_

**ADOPTED:** \_\_\_\_\_

**EFFECTIVE:** \_\_\_\_\_

**TUITION PAYMENT**

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The Washington Central Unified Union School District will provide tuition for students attending grades \_\_\_\_\_ in accordance with state law and the criteria outlined below.

1. Tuition will be paid to schools attended by legal pupils who are residents of the Washington Central Unified Union School District as defined by 16 V.S.A. §1075. Tuition payments will be made according to a schedule developed by the superintendent or their designee, taking into consideration any payment schedules established by receiving schools.
2. Tuition will be paid only to schools approved by the State Board of Education. In the case of a school with a religious affiliation, the board shall perform two steps. First, the board shall determine whether the school is approved by the State Board of Education. If the school is approved, the board shall make a determination as to whether payment to the school would violate state or federal law, including the Establishment Clause of the First Amendment to the United States Constitution.
3. Tuition payments will be made as follows:
  - A. Tuition payments will be made to approved receiving schools when preceded by a written application from the student and/or their parent or guardian. The application must be made prior to a date determined by the **board/superintendent** of the school year for which such payment is requested. Requests for retroactive tuition payments will not be granted unless received by a date determined by the **board/superintendent** of the school year for which retroactive payment is sought.
  - B. If an eligible pupil becomes a resident after September 1, an application for tuition will be considered by the board at its first special or regular meeting following receipt of the application and, if approved, payments will be prorated from the date of the pupil's enrollment to the end of the then current school year.
4. All tuition payments will be made directly to approved schools attended by qualified pupils.
5. The superintendent shall make recommendations to the board prior to board action on applications for tuition assistance made in compliance this policy. If the board denies tuition assistance for a student, written notification of the denial shall be sent to the student if over the age of majority, or the parent or legal guardian of a minor student, by the superintendent or their designee within seven days of the decision. Unless otherwise provided by law, the board's decision shall be final.<sup>1</sup>

*Legal Reference(s):*     16 V.S.A. §§821 et seq. (Tuition requirements)  
                                   16 V.S.A. §1075 (Legal residence)  
                                   Campbell v. Manchester Board, 161 VT 441, 641 A.2d 352 (1994)  
                                   Chittenden Town School District v. Department of Education, 169 VT 710, 738 A.2nd 539 (1999)

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<sup>1</sup> See 16 V.S.A. § 828 providing for appeals of school board tuition payment decisions to the State Board of Education.

**Recommended**

**WASHINGTON CENTRAL UNIFIED  
UNION SCHOOL DISTRICT**

**Board of Directors' Policy**

**POLICY:**       C28      

**WARNED:** \_\_\_\_\_

**ADOPTED:** \_\_\_\_\_

**EFFECTIVE:** \_\_\_\_\_

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**TRANSGENDER AND GENDER NONCONFORMING STUDENTS**

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**Policy**

This policy is designed to provide direction for administrators, staff, students, and parents to address issues that may arise concerning the needs of transgender and gender nonconforming students. Title IX of the Education Amendments of 1972, and 9 V.S.A. 4502<sup>1</sup> protect all students from sex discrimination, including transgender students and students who do not conform to traditional gender stereotypes.<sup>2</sup>

It is the policy of the Washington Central Unified Union School District to provide a safe, orderly, civil and positive learning environment for all students, regardless of perceived or actual sex, sexual orientation, gender identity, or gender expression.

**Definitions**<sup>3</sup>

- “Cisgender” means a person whose gender identity corresponds to their assigned sex at birth.
- “Gender identity” means a person’s actual or perceived gender identity, or gender-related characteristics that are intrinsically related to a person’s gender or gender-identity, regardless of the person’s assigned sex at birth.
- “Gender expression” means the way a person externally communicates gender to other people such as through behaviors, clothing, hairstyles, voice, mannerisms, activities, or body characteristics.
- “Gender nonconforming” refers to a person whose gender-related identity and/or gender expression does not conform to the social expectations or norms for a person of that sex assigned at birth. Other terms that have the same or similar meaning include gender creative, gender variant, gender expansive, gender fluid or gender atypical.
- “Transgender” is a term that describes a person whose gender identity or gender expression is different from the person’s assigned sex at birth.
- “Sexual orientation” is a person’s emotional and sexual attraction to other people based on the gender of the other person. Sexual orientation is not the same as gender identity. Not all

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<sup>1</sup> Vermont’s Public Accommodations Act prohibits the discrimination on the basis of “race, creed, color, national origin, marital status, sex, sexual orientation, or gender identity of any person.” 9 V.S.A. § 4502.

<sup>2</sup> The recommendation for districts to adopt a Transgender and Gender Nonconforming Students policy was made in response to federal guidance issued May 2016 ([US Department of Education Office of Civil Rights and US Department of Justice Office of Department of Justice Civil Rights Division Dear Colleague Letter on Transgender Students, May 13, 2016.](#))

<sup>3</sup> Definitions are adapted from the Vermont Agency of Education guidance document, “Best Practices for Schools Regarding Transgender and Gender Nonconforming Students.”

transgender students identify as gay, lesbian or bisexual, and not all gay, lesbian and bisexual students display gender nonconforming characteristics.

### **Privacy**

All students have the right to privacy. Consistent with those rights provided under the Family Educational Rights and Privacy Act of 1974 a transgender or gender nonconforming student will be able to discuss and express their gender identity and gender expression openly and to decide when, with whom, and how much of their private information to share with others.

In addition, school staff will respect any requests to use a name and pronoun that corresponds to the student's gender identity that the student asserts or wishes to assert at school. Students will not be required to obtain a court ordered name and/or gender change or to change their pupil personnel records as a prerequisite to being addressed by the name and pronoun that corresponds to their gender identity<sup>4</sup>.

There may be times when disclosure to school staff or employees of a student's transgender status is necessary in order to fulfill a school's obligations to the transgender student with respect to safety and health, education and anti-discrimination efforts. In all cases the school will work closely with students and families in devising an appropriate plan regarding the confidentiality of a student's transgender status that works for both the student and the student's family while meeting competing legal requirements. To the extent possible and consistent with all competing legal requirements, school personnel will endeavor throughout to maintain the confidentiality of the student's transgender status<sup>5</sup>.

### **Student Records**

The superintendent will adopt procedures that ensure that all students' personally identifiable information is maintained in compliance with FERPA<sup>6</sup> and state and federally mandated reporting requirements.

To the extent that the school is not legally required to use a student's legal name or gender on school records and other documents, the school will use the name and gender preferred by the student<sup>7</sup>.

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<sup>4</sup> Under Title IX, a school must treat students consistent with their gender identity even if their education records or identification documents indicate a different sex. The Departments of Education and Justice have resolved Title IX investigations with agreements committing that school staff and contractors will use pronouns and names consistent with a transgender student's gender identity. (From *Dear Colleague* letter of May 13, 2016).

<sup>5</sup> Even when a student has disclosed the student's transgender status to some members of the school community, schools may not rely on this FERPA exception to disclose PII from education records to other school personnel who do not have a legitimate educational interest in the information. Inappropriately disclosing (or requiring students or their parents to disclose) personally identifiable information from education records to the school community may violate FERPA and interfere with transgender students' right under Title IX to be treated consistent with their gender identity. (From *Dear Colleague* letter of May 13, 2016).

<sup>6</sup> Family and Educational Rights and Privacy Act, 34 CFR Part 99.

<sup>7</sup> There is no medical diagnosis or treatment requirement that students must meet as a prerequisite to being treated consistent with their gender identity. Because transgender students often are unable to obtain identification documents that reflect their gender identity (e.g., due to restrictions imposed by state or local law in their place of birth or residence) requiring students to produce such identification documents in order to treat them consistent with their gender identity may violate Title IX when doing so has the practical effect of limiting or denying students equal access to an educational program or activity. (From *Dear Colleague* letter of May 13, 2016).

Where a student's record(s) may not be changed absent court order due to state and federal law, efforts will be taken to maintain those records in strictest confidentiality in order to preserve the student's transgender status and, where appropriate, for an amended version to be maintained which preserves the confidentiality of that transgender status where a review of the record is required for educational purposes by either school personnel education the student or personnel who will be evaluating the student (for eligibility purposes for example).

A student (or parent in the case of minor student) who is currently enrolled may request retroactive changes to that student's record including name and gender. Such requests will be handled on a case by case basis with consideration of the need to maintain legally accurate records consistent with state and federal mandated reporting requirements with the school's ongoing efforts to maintain internal student confidentiality regarding a student's transgender status.

Former student permanent pupil records will be changed by request of a parent of a minor student, or former students who have reached the age of majority, upon receipt of documentation<sup>8</sup> that such legal name and/or gender have been changed pursuant to applicable state law.

### **Use of Gender Segregated Facilities**

A transgender student should not be required to use a locker room or restroom that conflicts with the student's gender identity.<sup>9</sup>

Any student who expresses a need or desire for increased privacy will be provided with reasonable alternative arrangements. Reasonable alternative arrangements may include the use of a private area, or a separate changing schedule, or use of a single stall restroom. Any alternative arrangement will be provided in a way that protects a student's ability to keep their transgender status confidential.

In all cases the use of restrooms and locker rooms by transgender students requires schools to consider numerous factors, including, but not limited to: the transgender student's preference; protecting student privacy; maximizing social integration of the transgender student; minimizing stigmatization of the student; ensuring equal opportunity to participate; the student's age; and protecting the safety of the students involved.<sup>10</sup>

### **School Activities**

As a general rule, in any other circumstances where students are separated by gender in school activities (i.e. overnight field trips), students will be permitted to participate in accordance with their gender identity consistently asserted at school. Activities that may involve the need for accommodations to address student privacy concerns will be addressed on a case-by-case basis considering the factors listed above.

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<sup>8</sup> See, 18 V.S.A. § 5112 for Vermont law governing the process for obtaining a new birth certificate following a sexual reassignment.

<sup>9</sup> Best Practices for Schools Regarding Transgender and Gender Nonconforming Students, Vermont Agency of Education (Revised: February 23, 2017).

<sup>10</sup> Id.



WASHINGTON CENTRAL UNIFIED  
UNION SCHOOL DISTRICT

**Board of Directors' Policy**

**POLICY:**     C31    

**WARNED:** \_\_\_\_\_

**ADOPTED:** \_\_\_\_\_

**EFFECTIVE:** \_\_\_\_\_

**ADMISSION OF RESIDENT STUDENTS**

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**Policy**

Any legal pupil who is a resident as defined in 16 V.S.A. §1075 shall be eligible to attend school in this district.

**Residence Criteria**

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

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

**Change of Residence**

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

**Decisions and Appeals**

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

*Legal Reference(s): 16 V.S.A. §§1073 et seq. (Legal pupil)  
16 V.S.A. §1075 (c)-(h) (State placed students)  
VT State Board of Education Manual of Rules & Practices, §1250 (Discrimination)*

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## STUDENT ASSESSMENT

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### Policy

It is the policy of the Washington Central Unified Union School District to maintain an assessment system that continuously evaluates student learning and links curricular, professional development, and budgetary decisions directly to the need for increased student performance.

The goal of student assessment is to understand how students are performing in relation to local and state standards. Based on student assessment information, teachers, administrators and parents will work together to design and implement strategies to meet the needs of individual students as well as the district's overall goals for student achievement.

### Implementation

The superintendent will appoint an assessment committee consisting of administrators and professional staff, a board member, parent, other community member and student(s) when appropriate. The role of the committee will be to develop a long-range plan that identifies the types of local assessments in which the school will participate. This long-range plan will be integrated with the school action plan and, where appropriate, link with the recommendations of the district strategic plan. The work of the assessment committee will be directed by the principal with oversight from the superintendent, and will report progress and resource needs to the school board (specify when).

Based on the district's plan, the superintendent, in collaboration with principal(s) and teachers, will develop a schedule by (indicate completion date) to assess student performance regularly throughout the school year and from year to year. Assessments will measure student performance against standards outlined in the Vermont Framework of Standards and Learning Opportunities or comparable standards. The results of student assessments will guide schools in:

1. making decisions about instruction, professional development, educational resources and curriculum; and
2. reporting to the public on student performance measures and progress in the standards outlined by the Vermont Framework.

### State Comprehensive Assessment System

The principal will administer the assessment instruments included in the Vermont Comprehensive Assessment System. All students in the school district will be assessed except for those students with a disability or limited English proficiency whose education plans exempt them. Students who are unable to participate in state assessments will be given an alternate assessment. The school will account for the assessment of 100% of its students.

## Local Comprehensive Assessment System

The superintendent will oversee the development and implementation of a local comprehensive assessment system that includes the state-level assessments, is aligned with the Vermont Framework as amended from time to time or comparable standards and is consistent with the current Vermont Comprehensive Assessment System. Students will be assessed in those standards associated with the Fields of Knowledge, the Vital Results, the arts, health and safety education, physical education, foreign language and applied learning. Local assessments may include a number of instruments and techniques such as standards-based, national norm referenced, local curriculum criterion- referenced, portfolio assessment, exit interviews, senior projects and related school district assessment processes and systems.

The expectations and performance criteria of the system will be clear and be communicated to teachers, administrators, students, parents and other community members. The local system will employ a balance and variety of assessment strategies, both classroom-based and school-level assessments, in order to develop useful information on student achievement. The district will also provide students with the opportunity to evaluate their own work. The local assessment plan will be fully implemented by (specify locally determined date).

1. School administrators and staff will use the assessment system to determine the answers to questions which include the following and will report to the board annually in (specify month or date):
  1. How are the students performing in relationship to local and state standards?
  2. Why are the students performing at the level they are?
  3. What could the school do differently in order to increase the number of students meeting or exceeding local and/or state standards?
  4. How can educators, parents and students monitor progress?

The superintendent will oversee the development of a comprehensive computerized assessment database that includes all assessment results for each individual student, for each grade, for the school, and the district. This database will include information that tracks progress over time. Individual assessment information will be reported to parents in a format that outlines results and implications clearly. Parent-teacher communication about assessment results and implications will be encouraged.

*Legal Reference(s): 20 U.S.C. §§1400 et seq.(IDEA)  
1 V.S.A. § 312 (Open meetings)  
16 V.S.A. § 165(a)(2) (Public School Quality Standards)  
16 V.S.A. § 164(9) (State comprehensive assessment)  
Vermont State Board of Education Rules §§ 2120.2.1, 2120.2.2  
Vermont Framework of Standards and Learning Opportunities*