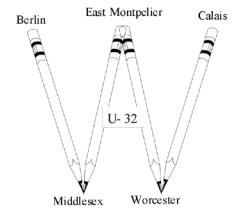


Washington Central Unified Union School District

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

11.8.23

4:45-6:45 PM

Central Office, 1130 Gallison Hill Rd. Montpelier

Via Video Conference

Virtual Meeting Information

<https://tinyurl.com/3kjb8f5d>

Meeting ID: 896 7316 6140

Password: 729154

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

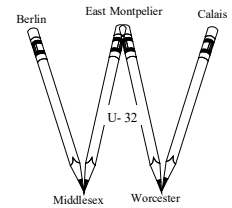
1. Call to Order
2. Approve Minutes of 10.11.23 – pg. 2
3. Policies for Review
 - 3.1. B20: Personnel Recruitment, Selection, Appointment and Background Checks – pg. 5
 - 3.2. D34: Library Media Center Selection & Reconsideration – pg. 9
 - 3.3. C3 and C6: Recommend for Second reading and Adoption
 - 3.4. Policies for Sequential Review:
 - 3.4.1. A2 Policies and Procedures - pg. 13
 - 3.4.2. A20 Board Meetings, Agenda Preparation & Distribution – pg. 16
 - 3.4.3. A22 Notice of Non-Discrimination – pg. 18
4. Policies for Initial Discussion
 - 4.1. F26 Security Cameras – pg. 23
 - 4.2. School Choice – pg. 25
5. Future Agenda Items
 - 5.1. Next Meeting: December 13, 2023
6. Adjourn

Washington Central Unified Union School District

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Meagan Roy, Ed.D.
Superintendent



WCUUSD Policy Committee Minutes 10.11.23 4:45-6:45 PM Central Office, 1130 Gallison Hill Rd. Montpelier Via Video Conference

Present: Chris McVeigh, Maggie Weiss, Jonathan Goddard, Natasha Eckart, Superintendent Meagan Roy

- 1. Call to Order:** Chris McVeigh called the meeting to order at 4:47 p.m.
- 2. Approve Minutes of 9.13.23:** Jonathan Goddard moved to approve the minutes of September 13, 2023; seconded by Maggie Weiss, this motion carried. Jonathan Goddard abstained.
- 3. Affirm Policy Work Plan and Calendar for the 23-24 school year:** Superintendent Roy provided an updated version of the work plan that the committee had discussed in the past. Committee members affirmed this plan as it is presented, recognizing that this is a dynamic and flexible plan.
- 4. Policies for Review**
 - 4.1. B20 Personnel Recruitment, Selection, Appointment & Background**

Checks: VSBA has provided an updated version of this policy. Superintendent Roy shared that this reflects a new legal ruling that hiring decisions cannot be based on race. The recruitment process can seek a diverse workforce; the hiring itself needs to be free of discrimination. Superintendent Roy shared that our current policy is similar to this VSBA policy; the organization and some of the specific verbiage is different; however, the content of both policies is similar. Chris McVeigh noted that the VSBA policy notes both federal and state law. Some discussion followed around the language in the VSBA policy that refers to protected categories; Chris and Jonathan both stated that this seems redundant and does not need to be stated in the body of the policy. All aspects of diversity in terms of recruitment will be sought; but will not be determinant in the selection process. Superintendent Roy: in "recruitment" - leave the first sentence in our current policy. What we are trying to say is that we cast a wide net during recruitment in order to diversify the pool of candidates.

- Modify selection process in the VSBA model policy to remove the word “solely.”
- Keep the language in our current policy under #2 regarding recruitment.
- Chris McVeigh suggested using the language “does not” versus “shall not.”

Superintendent Roy suggested asking the VSBA whether the changes in language that they suggest are based on a recent supreme court affirmative action decision. If so then we might be wise to opt for their specific language. She will follow up. Chris McVeigh asked, does this language actually raise a red flag rather than ensure compliance? He would be interested to hear their response to that. Chris McVeigh asked, what are the parameters around the language in the model policy “historically excluded groups.” He stated that “broad and vague” language can be problematic. Some discussion followed about asking a question about a criminal record; this practice has changed. Superintendent Roy stated that the two categories: crimes against a child, and “high violence” crimes disqualify a candidate. The committee discussed whether to be more specific in the language of the policy around this topic. Committee members would like more time with this policy before bringing it to the WCUUSD Board. Maggie Weiss spoke about background checking, and fingerprinting that is required of all employees in education who interact with students. Superintendent Roy asked the committee to consider: what is the best way to have a conversation about how to merge the VSBA policy with ours. Superintendent Roy stated that in their model policy, VSBA found every way possible to talk about diversification without indicating what is not allowed by law. Chris McVeigh suggested starting with the VSBA model policy and inserting into their draft, the portions from our own policy that will be incorporated into theirs.

4.2. C6 Home Study Students: Superintendent Roy indicated that the VSBA changes reference Title 16, modified home study requirements. Currently, the Agency of Education asks for less information from families; however, the change does not affect how WCUUSD interacts with home-study students. Superintendent Roy suggested folding the VSBA model language into our policy. The committee will consider a red-lined version.

4.3. C3 Transportation: Superintendent Roy shared that the VSBA model policy now indicates that the Transportation policy is required to be filed in the Principal’s office. The committee agreed to remove the language “may” from the first paragraph. This policy is ready to go to the board at the next board meeting.

4.4. F45 Fundraising (this policy is not in the packet tonight).

5. Policy Development Discussion

5.1. School Choice (this policy was not discussed tonight)

5.2. Instructional & Library Materials Selection: Superintendent Roy explained that VSBA has two separate policies: one for library materials selection and one for instructional materials selection. (There is also a separate policy related to curriculum.) The packet had also provided “Great Schools Partnership” model policy (which combines the two.) Chris McVeigh asked whether we have any incidents in WCUUSD schools that would need to rely on these policies. She stated that to her knowledge, to date we have not had it come into question. Some discussion followed around policy versus procedure for instructional materials and library materials. Chris McVeigh suggested that in this case it would make sense to include procedural details

into the body of the policy. Superintendent Roy will integrate current procedures into a redlined version of a policy draft, for the next Committee meeting. Natasha Eckart suggested putting the Library Bill of Rights into the policy for Library Materials Selection. Some discussion followed around teachers (including librarians) being the original selectors of materials. With regard to resolving a complaint, Superintendent Roy stated that she believes it is appropriate to begin at the building principal's discretion. Chris McVeigh expressed worry that leaving it at the building level might create a less consistent practice, District wide. Natasha Eckart stated that librarians should have the same level of decision-making freedom in selecting materials for their classroom that classroom teachers have in selecting materials. Principals do not approve the selection that classroom teachers make, and librarians should be given that same level of decision-making. Committee members are in agreement with including the Library Bill of Rights into the policy, as well as incorporating procedural language into the body of the policy as discussed, and including language to make clear that library teachers have the same level of decision-making in selecting materials as classroom teachers do. Some of the language in the Great Schools Partnership policy references this. Committee members agreed to include the language from the Great Schools Partnership policy about entertaining complaints from a certain local group of constituents. Superintendent Roy will create a redlined version for the committee to consider at the next committee meeting. Natasha Eckart asked what is the "Freedom to Read Statement". Should this be included in the policy as well as the Library Bill of Rights? Superintendent Roy stated that this is a very long document. She suggested that committee members consider this statement before the next committee meeting, and if anyone would like to attempt to draft a summary or condensed version to include in the policy, the committee can consider including it. Natasha Eckart suggested that the committee consider language from the EQS when discussing the Instructional Materials policy at the November meeting. Superintendent Roy also noted that she has invited Jen Miller-Arsenault to join the committee when the Curriculum Policy is discussed (and EQS) will come up at that time too.) Superintendent Roy will have Melissa T. send an email to committee members with:

- EQS
- Freedom to Read Statement
- Existing procedures around library materials

6. Future Agenda Items

- 6.1.** Personnel recruitment (next draft)
- 6.2.** School Choice
- 6.3.** Library and Instructional materials (next draft)
- 6.4.** Security cameras
- 6.5. Next meeting: November 8, 2023**

7. Adjourn: The committee adjourned at 6:30.

Respectfully submitted,

Lisa Grace, Committee Recording Secretary

Recommended

**WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT**

Board of Directors' Policy

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

POLICY: **B20**

WARNED: **2.14.20**

ADOPTED: **4.1.20**

EFFECTIVE: **4.11.20**

Policy

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

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

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

The district shall ensure that adults employed in the district's schools receive orientation, information or instruction on the prevention, identification, and reporting of child abuse as required by state law, **and will ensure that employees receive training in non-discrimination, bias, and anti-racism.** The district will also provide opportunities for parents, guardians, and other interested persons to receive the same information.

Definitions

1. The term "criminal record" as used in this policy shall have the same meaning as defined in 16 V.S.A. § 252(1).
2. The term "unsupervised" as used in this policy shall have the same meaning as defined in 16 V.S.A. § 252(4).

3. The term “abuse registry” as used in this policy shall include the Vermont Child Protection maintained by the Vermont Department for Children and Families and the Vulnerable Adult Abuse Registry maintained by the Vermont Department of Disabilities, Aging and Independent Living.
4. The terms “employ” or “employment” as used in this policy shall, as the context requires, apply to individuals who are, or are being considered for, full-time, part-time or temporary employment in the school district, including student teachers and those contractors and employees of contractors and sub-contractors, who may have unsupervised contact with students.

Recruitment

1. The board is committed to securing the services of the best personnel available. **For licensed positions, only individuals who meet applicable state licensing requirements, or are eligible for waiver, will be employed.**
2. ~~The board seeks to strengthen recruitment of educators within historically excluded groups. The board actively seeks diverse candidates. The board seeks applicants in accordance with its policy pertaining to non-discrimination. The district will attempt to provide an educational experience enhanced by the professional contributions of representatives of different races, physical conditions, sexes, ethnic backgrounds and age groups. We will make every effort to advertise widely to reach a diverse group of applicants. Every two years the administration will report on its participation in a training to avoid implicit bias in the recruitment and selection process with a goal of increasing the diversity of our employees~~
3. All personnel will be recruited by the district's administrative staff under the immediate direction of the superintendent.
4. Written or electronic applications will be required of candidates for employment. ~~The application will include a warning to the applicant that falsification of information on application or during the application process will be grounds for dismissal if the applicant is hired. The district will make reasonable efforts to give equitable access to the application process. statement signed by the candidate listing the dates, locations and dispositions of any convictions, including findings of guilt, pleas of nolo contendere or guilty, for criminal violations. The application will also include a warning to the applicant that falsification of information on the application or during the application process will be grounds for dismissal if the applicant is hired.~~
5. After the initial written or electronic application process is complete, applicants selected for an interview will be required to provide a statement identifying any criminal charges brought against the applicant, including the date of each charge, the court where the charge was filed and the disposition of the charge. The statement shall also include a warning to the applicant in bold print that falsification of information or the omission of information on the statement may constitute grounds

for dismissal if the applicant is hired. In reviewing a criminal background check, the district will consider issues of historical inequity. Any job offer shall be made contingent on the candidate successfully completing the school district's background check process.

Selection

1. It is the policy of the board to select employees on the basis of character, professional qualifications, and critical job requirements. **The District shall not consider protected characteristics, like race, religion, national origin, gender, gender identity or sexual orientation, in connection with hiring decisions.** Employees will be selected in a manner that does not unlawfully discriminate. The superintendent shall require all applicants, as a condition of employment consideration, to cooperate fully with background investigations, supplying references and releases so the district can contact previous employers. ~~For~~ Applicants the superintendent is prepared to recommend for employment will be expected to provide fingerprints, releases and other information necessary to conduct criminal record background investigations. The costs of such checks will be borne by the district. All offers of employment will be conditioned upon satisfactory completion of the background investigation and a finding that the information provided by the application during the preemployment process was accurate, complete and truthful.
2. The superintendent shall request a criminal record check through the Vermont Criminal Information Center (VCIC) on any candidate they intend to appoint or to recommend for appointment. Requests will be made for fingerprint-supported criminal records from the FBI as well as criminal records from the state of Vermont and any state in which the superintendent knows the applicant has resided or been employed. The superintendent shall maintain such records in accordance with state law.
3. The superintendent shall also request information through any available abuse registry to determine whether there are any substantiated abuse/neglect charges or sex offense convictions against an applicant before appointing or nominating a candidate for employment. The superintendent shall maintain such records in accordance with state law.
4. Employment conditioned on the completion of a background check may be terminated if it is determined that the employee failed to respond truthfully to questions about criminal activity or prior employment. In any event the superintendent shall forward the information received from VCIC to the person about whom the request was made and inform the person of their rights to challenge the accuracy of the record and to determine the disposition of the record under 16 V.S.A. §§255(f), (g).
5. Providing a safe learning environment for students is a primary consideration in district employment decisions. The district will base such decisions on all relevant

information, qualifications, and circumstances. Unfavorable background check information is not an automatic bar to employment, nor is a background check with no unfavorable information a guarantee of employment. However, no person convicted of a sexual offense requiring registration on the Vermont comprehensive sex offender registry shall be employed by the school district.

Appointment

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

*Legal Reference(s): 16 V.S.A. §§251 et seq. (Criminal record checks)
16 V.S.A. §242(3) and 563 (12) (Responsibility for hiring)
Act 1 of 2009 (Adjourned Sess.)
Act 108 of 2010*

Recommended

**WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT**

Board of Directors' Policy

**LIBRARY MEDIA CENTER
SELECTION & RECONSIDERATION**

POLICY: D34

WARNED: 11.1.19

ADOPTED: 11.20.19

EFFECTIVE: 11.25.19

Introduction

The WCUUSD Board recognizes that it is the primary objective of the instructional program and the library media centers to implement, enrich, and support teaching and learning, and the education programs in our schools. By accessing a wide range of materials at all levels of difficulty which offer a diversity of appeal and presentation of different points of view, our students will expand their knowledge and hone their skills.

The WCUUSD supports the free exchange of ideas as a vital element of our democracy and in our public schools. Access to instructional and library media materials that foster critical thinking and respectful civil discourse are important to our students as they prepare to be responsible and involved citizens in our democracy.

To assist with the selection of materials, the Board endorses the Library Bill of Rights, as adopted by the American Library Association. The Library Bill of Rights asserts that the responsibility of the school library is to:

- Provide materials that will enrich and support the curriculum, taking into consideration the varied interests, abilities and maturity levels of the students served
- Provide materials that will stimulate growth in factual knowledge, literary appreciation, aesthetic values, and ethical standards
- Provide a background of information that will enable students to make intelligent judgements in their daily lives
- Provide materials on opposing sides of controversial issues so that young citizens may develop with guidance the practice of critical reading and thinking
- Provide materials which are representative of the many religious, ethnic, and cultural groups and their contributions to our American heritage
- Place principle above personal opinion and reason above prejudice in the selection of materials of the highest quality in order to assure a comprehensive collection appropriate for the users of the library.

~~The WCUUSD Library Media Centers will provide a broad range of educational materials to enrich and support the curriculum and to meet the needs of individual students and teachers. In addition to supporting the curriculum, the Library Media Center also provides materials designed to encourage students to seek information beyond daily assignments, read with discrimination and pleasure, personalize their learning on their path to proficiency, and to grow in understanding that books and libraries can serve them well throughout their lives. The certified School Librarian will provide students with a wide range of materials of diverse appeal. Materials should be available in a variety of formats and represent varying levels of difficulty and varying points of view. Should there be any complaint about Library media in our collection, it is our policy to provide a fair and impartial review as outlined in the administrative procedure.~~

Definitions

For the Purpose of this Policy:

1. **Media** include all materials considered part of the library collection.
2. **Library Media Center** is the space, room or complex of rooms and spaces designated as a library, media center, instructional materials center, or similar term managed by certified School Librarians and Library Media Staff.
3. **School Librarian** is an educator who meets the competencies of the School Librarian endorsement as articulated by the Vermont Agency of Education
4. **Library Media Staff** is made up of but not limited to administrative assistants and paraprofessionals, whose job includes managing library materials

Responsibility & Implementation

1. ~~While the Board retains its authority to approve the selection of instructional materials, it recognizes the educational expertise of its professional staff and the need for staff to be involved in the recommendation of instructional materials. The Board delegates responsibility for the selection of instructional materials and library-media resources to the professionally trained personnel employed b the District, subject to the criteria and procedures for selection and the Board policy on challenged materials.~~ Responsibility for the selection of all library materials is delegated to the School Librarian through the principal. The selection process involves open opportunity for consultation with administrators, faculty, and students.
 - a. Selection is based upon evaluation:
 - i. By the School Librarian
 - ii. Through the use of resources which includes, but is not limited to: library journals, publications, professional development, and learning communities
2. In selecting materials the School Librarian is guided by: the principles incorporated in the School Library Bill of Rights, the Freedom to Read Statement, and the standards and best practices adopted by the American Association of School Librarians and the American Library Association. The WCUUSD school libraries embrace the ALA Library bill of Rights

except where required by law to comply with the Children's Internet Protection Act, USC Title IVII, §§1701 *et seq.*

3. The collection will be developed systematically ensuring equitable and inclusive access to:
 - a. Materials in a variety of formats (print, digital, etc.) which will support the curricular, academic interests, personal interests, and the personalized learning pathways of the diverse viewpoints and identities of the members of our learning and global communities.
4. Selection is an ongoing process overseen by the School Librarian which shall include the removal and/or replacement of materials using a variety of criteria which includes but is not limited to: outdated and/or inaccurate information, lost or worn materials which are still of value to our learning community, low circulation, etc.
5. All gift materials and donations will come under the same selection policy as those purchased by the library. If these gift materials cannot be used by the school, they will either be sold and the profits used for the Library Media Center or given to someone who can use them.
6. Library materials are communal property. Borrowers are expected to make arrangements with the School Librarian and/or the Library Media Staff for damaged or lost materials.
7. ~~Despite the care taken to select materials for student and teacher use and the qualifications of the persons who select the materials, the Board recognizes that occasional objections may be raised by students, parents/guardians, employees or residents of the District. Challenges from individuals not in one of those identified groups will not be considered. In the event a complaint is made, the following procedures will apply: Should a citizen of a WCUUSD town have a complaint about any library media materials, the administrative procedure will be followed.~~
 - a. ~~All complaints about Library Media Center materials shall be brought to the immediate attention of the Library Media Specialist who will contact the complainant to discuss the complaint.~~
 - b. ~~If the complainant is not satisfied, they may submit a request for review of library media center materials form to the Principal~~
 - c. ~~Upon receipt of the request, the Principal will form a committee made up of the Library Media Specialist, a member of the professional staff and a community member. All sides of the question will be discussed thoroughly and a decision rendered. The media review committee will read and view the material in question, weigh its contested element against existing selection criteria, and write a report explaining the action taken. The Principal is responsible for sending a copy of the report to the complainant and the Superintendent~~
 - d. ~~Should the complainant remain unsatisfied, they may take the complaint to the Superintendent. The Superintendent will review the committee's report to determine if the policy and procedures were followed. The Superintendent will respond to the complainant in writing.~~
 - e. ~~Should the complainant still remain unsatisfied, they may take the complaint to the School Board. The School Board may choose to review the appeal. If the School Board chooses to review the appeal, the Board will make a final decision.~~
 - f. ~~Access to challenged material shall not be restricted during the complaint process.~~

*Reference Materials: School Library Bill of Rights
Freedom to Read Statement*

*Standards and best practices adopted by the American Association of
School Librarians and the American Library Association
Children's Internet Protection Act, USC Title IVII, §§1701 et seq.*

Recommended

**WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT**

Board of Directors' Policy

POLICIES AND PROCEDURES

POLICY:	<u> A2 </u>
WARNED:	<u> 12.2.19 </u>
ADOPTED:	<u> 1.15.20 </u>
EFFECTIVE:	<u> 1.25.20 </u>

PURPOSE

It is the purpose of this policy to prescribe the creation and maintenance of a set of documents that embody the important principles, values, practices and standards of the school. Policies serve to inform and guide all people connected with the school. It is the intent of the board to outline direction and goals for successful operation of the school through adoption of policies. It is also the purpose of this policy to ensure that those documents are available to the public.

DEFINITIONS

- **Policies guide the school board, administrators and other district employees, students, parents/guardians and community members by stating district goals and establishing parameters for administrative action.**
- **Procedures are developed by the superintendent or designee to provide for the management of the public schools in the District by describing how tasks will be carried out and board policies will be implemented.**

POLICY

- A.** The school board should adopt and maintain policies to carry out its purposes or pursuant to any of its authorities under law.
- B.** Policy development that affects all schools will be considered through the WCUUSD Policy Committee. Any person residing in or employed by the school district may suggest policies by submitting suggestions in writing to the school board chair or policy committee representative. The board, acting as a whole or through the policy committee will seek appropriate public comment and administrative guidance for policy development and revision.
- C.** Administration will provide procedures to a policy, along with the policy, whenever a policy issue has been raised.
- D.** At a minimum, public notice on intent to adopt a policy shall be given at least 10 days prior to adoption at a regularly scheduled or special school board meeting.
- E.** In general, policies shall be adopted according to the following process:
 - 1.** A policy shall be warned for a first reading at a regular board meeting. The proposed policy, and any background information, will be distributed to board members prior to the meeting. The proposed policy shall also be made available to the public.

2. At the first reading of the policy, the board may reject, revise, or approve the policy as written. If revised or approved, the policy shall move to a second reading at the board's next regular meeting.
 3. The second reading of the proposed policy shall be warned on the agenda for the following meeting. Copies of the policy and any background information, shall be distributed to board members prior to the meeting. The proposed policy shall also be made available to the public. At the second reading of the policy, the board may reject, revise, table or approve the policy as written.
 4. If the policy is approved at the second reading with little or only minor revisions, the policy shall be considered duly adopted.
 5. If the policy is rejected at the second reading, the policy shall be considered "dead."
 6. If the policy is revised at the second reading and the revisions are major (ie., constant is substantially changed), the policy shall move to a third reading at the board's next regular meeting. The same procedures for warning the policy shall be followed.
 7. If there is a third reading of the policy, the third reading shall be warned on the agenda for the board's following meeting. Copies of the policy, and any background information, shall be distributed to board members prior to the meeting. The proposed policy shall also be made available to the public. At the third reading of the policy, the board may reject, table, or approve the policy as written. If rejected, the policy shall be considered "dead." If approved, the policy shall be considered duly adopted. If tabled, the policy may be taken off the table and reconsidered only after the reconsideration has been warned and board members have been provided a copy of the draft policy. The proposed policy shall also be made available to the public. When taken off the table, the policy shall be considered at the same level of reading as it was when tabled.
- F. Each policy shall have a title and should state its date of adoption and effective date.
- G. Policies shall be numbered in accordance with the system established by the Vermont School Boards Association.

DISSEMINATION

Immediately following adoption, all policies will be distributed to board members, the principals and WCUUSD Central Office. All policies will be posted on the district website. Where appropriate or required, policies will be included in staff and/or family handbooks. It will be the responsibility of the principal to ensure that staff and students are familiar with applicable policies.

REVIEW

The superintendent will advise the board when revisions to adopted policies are required or otherwise appropriate. In addition, the superintendent will develop a policy review schedule to ensure that all policies are reviewed at least once every three to five years and, if necessary or appropriate, revised or repealed in response to changing legislation or other altered circumstances.

PROCEDURES

Policies will be administered through procedures and directives of the superintendent of schools and members of the management team. The superintendent shall, in a timely fashion, notify the school board when they have developed any new procedure. At its discretion, the board may order a review of any rule or procedure.

~~A. The superintendent shall maintain and implement procedures that:~~

~~1. Are consistent with policy;~~

~~2. Establish guidance and standards of behavior for faculty, staff, and students, provide an explanations of how those standards are enforced, and establish consequences for failing to follow those standards; and~~

~~3. Provide detailed procedures and operational rules concerning the administration of the school.~~

Required/Recommended

WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT

Board of Directors' Policy

BOARD MEETINGS, AGENDA
PREPARATION

POLICY:	<u>A20</u>
WARNED:	<u>12.2.19</u>
ADOPTED:	<u>1.15.20</u>
EFFECTIVE:	<u>1.25.20</u>

Recommended

Policy

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

Regular Meeting Schedule

Board will determine regularly scheduled meetings. The meeting schedule will be published and made available by the superintendent to any person on request. Special and emergency meetings will be called by the chair on their own initiative or when requested by a majority of the board and shall be warned appropriately. Only items on the agenda may be acted upon at these meetings.

Conduct of Board Meetings

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

Executive Sessions

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

Agenda Preparation

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

Agenda Distribution

The proposed agenda, together with supporting materials, will be distributed to board members by the superintendent five days prior to regular meetings and as soon as practicable before special and emergency meetings. At least 48 hours prior to a regular meeting and 24 hours prior to a

special meeting, the superintendent shall ensure that the agenda is posted on the district website, in the municipal clerk's office and two other designated physical locations in the municipality. In addition, proposed meeting agendas will be made available to any interested person upon specific request.

Legal Reference(s): 1 V.S.A. §§310 et seq. (Public meetings)
16 V.S.A. §554 (School board meetings)

Recommended

**WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT**

Board of Directors' Policy

NOTICE OF NON-DISCRIMINATION

POLICY:	<u>A22</u>
WARNED:	<u>12.13.19</u>
ADOPTED:	<u>2.5.20</u>
EFFECTIVE:	<u>2.15.20</u>

Policy

The board will not unlawfully discriminate in its programs and activities against any person or group on any basis prohibited by federal or state law, and will provide equal access to ~~the Boy Scouts and other~~ designated youth groups.

The district shall make reasonable accommodations to the known physical or **emotional disabilities of an** ~~mental limitations of an otherwise qualified handicapped~~ applicant or employee unless the district can demonstrate that the accommodation would impose an undue hardship on the operation of its program or activity.

~~The superintendent or their designee shall prepare for board review and approval guidance to applicants and employees regarding requests for reasonable accommodations, including provisions for undue hardship.~~

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

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

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

Administrative Responsibilities

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

1Federal regulations implementing Title VI (race, color, national origin), Title IX (sex), Section 504 (disability), the Age Discrimination Act, and the Boy Scouts Act contain requirements for recipients of federal funds to issue notices of non-discrimination. These regulations require that recipients notify students, parents and others that they do not discriminate on the basis of race, color, national origin, sex, disability and age, and, if applicable, that they provide equal access to the Boy Scouts of America and other designated youth groups. 2 See 34 C.F.R. § 104.12(a). 3 See 34 C.F.R. § 104.12(b) &(c) for requirements related to reasonable accommodations and factors to be considered when determining when a requested accommodation would create an undue hardship. The inclusion of this provision in this model policy is based on a finding by the federal Office of Civil Rights that a Vermont school district's policy on non-discrimination was not in compliance with Section 504 of the Rehabilitation Act of 1973 because it did not include these provisions. 4 Discrimination against an employee on the basis of political affiliation is prohibited by the Vermont Municipal Labor Relations Act. 21 V.S.A. § 1726(a)(7)

CODE: A22
(Recommended)

NOTICE OF NON-DISCRIMINATION

ADOPTION NOTES – This text box and the disclaimer should be removed prior to adoption.

(a) General – As with all model policies, VSBA recommends that each board carefully review this model prior to adoption to assure suitability with the district’s own specific circumstances, internal coding system, current policies, and organizational structures. Highlighted language or blank, underscored spaces indicate areas which Boards must change/complete to reflect local personnel titles, policy references, duty assignments etc.

(b) Legal references are listed for convenience, but do not need to be included in the policy as adopted.

(c) Any model policies listed under “cross-reference” indicate a reference to another related VSBA model policy. A district should check its own current policies to assure internal consistency.

(d) Withdrawn and earlier versions of revised policies should be maintained separately as part of the permanent records of the District.

Policy

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

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

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

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

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

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

Administrative Responsibilities

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

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

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

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

DISCLAIMER: This model policy has been prepared by the Vermont School Boards Association for the sole and exclusive use of VSBA members, as a resource to assist member school boards with their policy development. School Districts should consult with legal counsel and revise model policies to address local facts and circumstances prior to adoption, unless the model policy states otherwise. VSBA continually makes revisions based on school

districts' needs and local, state and federal laws, regulations and court decisions, and other relevant education activity.

SECURITY CAMERAS

ADOPTION NOTES – This text box and the disclaimer should be removed prior to adoption.

- (a) General – As with all model policies, VSBA recommends that each board carefully review this model prior to adoption to assure suitability with the district’s own specific circumstances, internal coding system, current policies, and organizational structures. Highlighted language or blank, underscored spaces indicate areas which Boards must change/complete to reflect local personnel titles, policy references, duty assignments etc. There may also be optional language for the board to consider; in this case the word [OPTIONAL] should be removed.*
- (b) Legal references are listed for convenience, but do not need to be included in the policy as adopted.*
- (c) Any model policies listed under “cross-reference” indicate a reference to another related VSBA model policy. A district should check its own current policies to assure internal consistency.*
- (d) Withdrawn and earlier versions of revised policies should be maintained separately as part of the permanent records of the District*

Purpose

It is the policy of the _____ School District to allow the use of security cameras to monitor and record activity in public areas of district buildings and property to improve the safety and security of the district.

Scope

This policy applies to all staff, faculty, students, vendors, contractors, visitors and property of the _____ School District

General Principles

1. The use of security camera equipment on school grounds and on other district property shall be supervised and controlled by the Superintendent or designee.
2. The district shall annually notify its students, staff and parents/guardians that security cameras may be in use on any school property.
3. The district shall post signs at each building with security cameras, notifying occupants that security cameras may be in use.
4. Security cameras shall not make audio recordings without prior approval from the Superintendent.
5. Security cameras may be used for live, day and night viewing of buildings and grounds by staff authorized by the Superintendent.
6. The use of video recordings from security camera equipment shall be subject to the other policies of the district, including policies concerning the confidentiality of student records. Video monitoring for security purposes will be conducted in a manner consistent with this policy, labor master agreements and any applicable federal, state and local law. Violations of this policy may result in disciplinary action.
7. Video monitoring of public areas for security purposes will be conducted in a manner consistent with all existing _____ School District policies, including the Non-Discrimination Policy, the Harassment, Hazing and Bullying Policy and other relevant

policies. This policy prohibits monitoring based on legally protected bases outlined in _____ School District's Policies on Non-Discrimination and Harassment, Hazing and Bullying (e.g., race, gender, sexual orientation, national origin, disability, etc.)

8. Security cameras shall be used only to promote the order, safety and security of students, staff and property and to assist school administrators in investigating misconduct by persons on the premises.
9. Security recordings shall be maintained by the district for at least 30 days, after which time the recordings may be purged. If the District becomes aware that a recording is evidence in any kind of disciplinary proceeding, investigation or litigation, the recording must be retained until the matter has been resolved.
10. The District shall keep a log of any persons accessing video images from cameras.

<i>VSBA Version:</i>	<i>October 24, 2019</i>
<i>Date Warned:</i>	
<i>Date Adopted:</i>	
<i>Legal Reference(s):</i>	<i>Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. §§ 1232g et seq. Balancing Student Privacy and School Safety: A Guide to the Family Educational Rights and Privacy Act for Elementary and Secondary Schools, US Department of Education (October 2007), available at http://www.ed.gov/policy/gen/guid/fpco/ferpa/safeschools/.</i>
<i>Cross Reference(s):</i>	<i>Fire and Emergency Preparedness Drills Access Control and Visitor Management</i>

DISCLAIMER: This model policy has been prepared by the Vermont School Boards Association for the sole and exclusive use of VSBA members, as a resource to assist member school boards with their policy development. School Districts should consult with legal counsel and revise model policies to address local facts and circumstances prior to adoption, unless the model policy states otherwise. VSBA continually makes revisions based on school districts' needs and local, state and federal laws, regulations and court decisions, and other relevant education activity.

HARWOOD UNIFIED UNION SCHOOL DISTRICT POLICY

Policy F33-L

F33-L INTRA-DISTRICT CHOICE, K-8

Policy

It is the policy of the Harwood Unified Union School District to offer intra-district school choice in grades kindergarten through eight, for all students residing in the District, which includes Crossett Brook Middle School, Fayston Elementary School, Harwood Union Middle School, Moretown Elementary School, Thatcher Brook Primary School, Waitsfield Elementary School, and Warren Elementary School. Choice may be limited only where necessary to the legitimate operational needs of the District and any applicable legal requirements, and limitations may be imposed only in conformity with the criteria set out in Article 13 of the Articles of Agreement.

Students residing within the HUUSD must be enrolled in the school of choice at least seven days before the first day of the school year. Parents or guardians who move to the HUUSD during the school year must immediately enroll students in an HUUSD school of their choice. Parents or guardians who move within the HUUSD during the school year may exercise choice upon changing residence and must do so by giving written notice to the sending school and the chosen receiving school.

Bus transportation shall be made available where possible, but not as a matter of right.

A student enrolled in a school of choice shall remain enrolled in that school for the full school year. Requests to change schools during the existing school year must be submitted in writing to the Superintendent of Schools and may be approved only where extenuating circumstances are shown.

Where a parent or guardian disputes the denial of a choice or transfer request, the parent or guardian may make a written appeal for review by the Board of School Directors. The Board's determination shall be final.

Date Warned: 03.09.2017
Date Adopted: 03.22.2017
Legal Reference(s):
Cross Reference:

Lamoille North Modified Unified Union School District Policy

96 Cricket Hill, Hyde Park, VT 05655

CODE C22

In-District Transfer Policy

It is the policy of the Lamoille North Modified Unified Union School District (LNMUUSD) that we acknowledge that the parents'/guardians' perception of what is beneficial for their child is valid and valuable information, especially at the elementary school level. We further acknowledge that the ultimate goal of our schools is to provide the best possible education to each child by utilizing all the resources available to us. Therefore, a system allowing student transfer among the four elementary schools within the LNMUUSD will be implemented in accordance with the parameters outlined.

DEFINITIONS:

Transfer:	Enrollment in one of the participating LNMUUSD elementary schools other than the school of residence
Elementary:	Grades K–6
Sending school:	The school of a participating student based on residency
Receiving school:	An elementary school within LNMUUSD that is not the student's sending school
Eligible student:	Any elementary student residing in a town within LNMUUSD
Transfer student:	A student that is participating in this program and is attending a receiving school

IMPLEMENTATION OF IN-DISTRICT TRANSFER PROGRAM:

LNMUUSD shall permit students to attend any in-district elementary school by using the following process.

1. Program Eligibility:
 - 1.1. Students must be eligible for enrollment in their sending school in order to be eligible for enrollment in this school transfer program.
 - 1.2. Siblings of transfer students, who are not yet of school age but eventually will meet eligibility requirements in section 1.1, will be given priority upon application to attend the same receiving school, at the option of the parents/guardians.
 - 1.3. Existing transfer students shall be assured the opportunity for continued enrollment in the receiving school until matriculation to 7th grade, for as long as the student meets program eligibility requirements in section 1.
2. Student Responsibilities:
 - 2.1. Transfer students will be expected to remain enrolled at the receiving school for the duration of the school year, as eligibility permits.
 - 2.2. Transportation to and from the receiving school is the responsibility of the student's family and will not be provided to students participating in the in-district transfer program.
3. Application Guidelines for New Transfer Students:
 - 3.1. All students who wish to participate in the in-district transfer program must submit the established Transfer Student Application Form available from the Superintendent's Office by the application deadline in section 7.1.

4. Application Guidelines for Existing Transfer Students:
 - 4.1. Transfer students already participating in the in-district transfer program must submit the established Transfer Student Update Form available from the Superintendent's Office.
5. Review Guidelines:
 - 5.1. Transfer student applications must be approved on a nondiscriminatory basis.
 - 5.2. The Superintendent shall work with building administrators to determine available transfer slots. Determining factors may include, but are not limited to, new sibling transfers, impact on class size, or impact on staffing, at both the sending and receiving schools.
 - 5.3. If there are more applicants than remaining available slots in a given receiving school or grade level, a blind lottery shall be used to select students for transfer approval.
 - 5.4. The Superintendent may consider any extenuating circumstances affecting new or existing transfer students, and make determinations accordingly.
6. Appeal Guidelines:
 - 6.1. A parent/guardian who disputes the determination made by the Superintendent in accordance with the process described above is entitled to appeal the decision to the school board. The board shall review the decision within the context of this policy, and the board's determination will be considered final for the relevant school year.
 - 6.2. All requests for the school board to appeal a disputed decision must be made in writing to the School Board Chair via the Superintendent's Office.
 - 6.3. The school board shall review appeals during regular school board meetings. Parents shall be notified in writing as soon as the decision has been made.
7. Application Process Deadlines:
 - 7.1. April 15 – Applications due
 - 7.2. May 15 – Superintendent Reviews completed

Legal Reference(s): Cross Reference:

Date Warned: 7/13/17

Date Adopted: 7/24/17

Date Re-warned: 8/12/19

Date Re-Adopted: 8/26/19

Date Re-warned: Date Re-Adopted:

SECTION: STUDENTS

CODE: C41

TITLE: INTRA-DISTRICT ELEMENTARY SCHOOL CHOICE POLICY

It is the policy of the ANWSD to offer parents/guardians elementary school choice within the District. School choice decisions will be guided by the needs of students, parents/guardians/families, and the schools within the District. Choice may be limited only where necessary to the legitimate operational needs of the District and any applicable legal requirements.

Implementation of In-District Choice Program

ANWSD shall permit students to attend an in-district elementary school other than their home school based on residency with the following limitations:

1. Students must be eligible for enrollment in their home school attendance area in order to be eligible for enrollment in this school choice program. For purposes of determining residency, the Board will apply the definitions contained in 16 V.S.A. §1075(a).
2. Choice students must be accepted on a nondiscriminatory basis.
3. Choice requests may be denied if the requested move would have negative impacts on class size or staffing at the sending or receiving school or due to other extenuating circumstances. The determination of approval or denial will be made by the Superintendent. Once applications are received, the elementary Principals, with the Superintendent will determine the status for all parent/guardian applications. If there is more interest in one particular school and/or grade than space available, the Superintendent will conduct a lottery.
4. Each choice student shall be assured the opportunity for enrollment in that school until the end of elementary school or for as long as the student continues to reside in the ANWSD.
5. Students participating in the in-district choice program do not need to reapply for subsequent years.
6. In subsequent years, younger siblings entering school after a child who has moved to a different school through the school choice may attend the same school as his or her older siblings. We will make every effort to meet the needs of families so children in the same family can enroll in the same school.
7. Transportation is the responsibility of the student's family and may not be provided to students participating in the in-district choice program.
8. Requests for consideration must be made in writing – by completing appropriate application documents – by the date determined by the Superintendent during the previous academic year. The requests will be considered based on impacts outlined in number three (3) above or in light of any other extenuating circumstances. The Superintendent will make decisions regarding an application by April 15th and parents will be notified in writing as soon as the decision has been made.

ADDISON NORTHWEST SCHOOL DISTRICT POLICY

9. Decisions regarding student choice shall be made by the Superintendent. Decisions by the Superintendent are final and not subject to appeal.
10. Students that participate in this program and attend a different elementary school other than their home school of residence will be expected to remain at the new location through the remainder of the particular school year, unless there are extenuating circumstances to be considered by the Superintendent. Students who move to a new school through school choice are encouraged to remain through the end of elementary grades if possible.
11. These protocols are in no way intended to apply to mid-year requests for transfer of students (See Policy C40).
12. The Superintendent will report on the ANWSD School Choice policy at least annually to the Board.
13. Notification of ANWSD School Choice policy and process will be made available to families annually.

Date Warned: 12/5/2017; 11/19/18

Date Adopted: 12/18/17; 11/26/18

Date Revised: 11/26/18

Legal Reference: 16 V.S.A. §1075(a)

Cross Reference:

CODE F31

INTRADISTRICT SCHOOL CHOICE PROGRAM FOR ELEMENTARY & MIDDLE SCHOOLS

The Champlain Valley School District places students in the District's schools based on a student's town of residence. For the purposes of this policy, St. George students will be placed in Williston as if that were their town of residence. Transportation is provided for PK-8 students attending a school within the town of residence..

To accommodate occasions when a student might benefit from placement in a school outside a PK-8 student's town of residence, it is the policy of the Champlain Valley School District to offer students the option to enroll in a school of their choice within the District. Processes for intra-district choice of school will be guided by the needs of students, space availability, and existing resources.

The Superintendent of Schools will develop procedures consistent with the following guidelines:

- Requests to attend a school in another town within the CVSD will be granted based on space availability and with the goal of creating balanced class sizes in all schools.
- Regardless of residence, every family will have a choice of enrolling in any grade-level appropriate school operated by the District (Charlotte, Hinesburg, Shelburne and Williston).
- Transportation to PK-8 buildings will be provided for students attending school within one's town of residence. For students choosing to attend school in a neighboring town, transportation is not provided by the CVSD, unless the existing bus route passes the child's residence on the way to or from the choice school and there is sufficient space on the bus..
- Younger siblings entering school after a child who has exercised school choice may attend the same school as his or her older sibling.
- School choice does not apply to non-resident students.
- School Choice procedures will be listed in school handbooks and updated and published by March 1st annually.

<i>Date Warned:</i>	<i>4/19/2017</i>
<i>Date Adopted:</i>	<i>5/2/2017</i>
<i>Date Reaffirmed:</i>	<i>Not Applicable</i>

MRUUSD ELEMENTARY SCHOOL IN-DISTRICT TRANSFER PROGRAM

Philosophy

Acknowledging that the parents' and guardians' perception of what is beneficial for their child is valid and valuable information, especially at the elementary school level, and acknowledging that the ultimate goal of our schools is to provide the best possible education to each child by utilizing all the resources available to us, a system allowing student transfer among the four elementary schools within the MRUUSD will be implemented in accordance with the parameters outlined.

Definitions

Transfer - enrollment in one of the four MRUUSD elementary schools – Clarendon Elementary School, Shrewsbury Mountain School, Tinmouth Elementary School, and Wallingford Elementary School – other than the school of residence.

Elementary - Grades PreK - 6

Sending school - the home school of a participating student.

Receiving school - the school chosen by a participating student.

Eligible student - any elementary student residing in the MRUUSD.

Transfer student - a student that is participating in this program and is attending a receiving school, which is not in the student's home school attendance area.

Implementation of In-District Transfer Program

MRUUSD shall permit students to attend an in-district elementary school other than their home school based on residency with the following limitations:

1. Students must be eligible for enrollment in their home school attendance area in order to be eligible for enrollment in this school transfer program.
2. Transfer students must be accepted on a nondiscriminatory basis.
3. Transfer requests may be denied if the requested transfer would have negative impacts on class size or staffing at the sending or receiving school or due to other extenuating circumstances. The ultimate determination of approval or denial will be made by the Superintendent's Office and that determination will be considered to be final.
4. Each transfer student shall be assured the opportunity for enrollment in that school until matriculation to 7th grade for as long as the student continues to reside in the MRUUSD.
5. Students participating in the in-district transfer program do not need to reapply for subsequent years.
6. Transportation is the responsibility of the student's family and will not be provided to students participating in the in-district transfer program.
7. Requests for consideration must be made in writing – by completing appropriate application documents – by May 15th. The requests will be considered based on impacts outlined in number three (3) above or in light of any other extenuating circumstances. The superintendent will make decisions regarding an application by June 15th and parents will be notified in writing as soon as the decision has been made.
8. A parent who disputes a decision made by the superintendent in accordance with the above process is entitled to request board review of the decision. The board's determination will be considered final.
9. Students that participate in this program and attend a different elementary school than their home school of residence will be expected to remain at the new location through the remainder of the

particular school year, unless there are extenuating circumstances to be considered by the superintendent.

10. These protocols are in no way intended to apply to mid-year requests for transfer of students. The superintendent may consider such requests if student safety or well-being is in question. Otherwise, requests for in-district transfer must be limited to the end of school year application process and start of school year transfer timeline.

**MRUUSD/LMHUUSD
ELEMENTARY SCHOOL TRANSFER PROGRAM APPLICATION**

This application may be completed at any time during the school year, however, the deadline for enrollment in the program is May 15th. The application will be reviewed by the requested receiving school. If an opening is available, the district will then contact you directly.

If more students apply than there are slots available, a lottery will be conducted.

Please be advised that transportation **IS NOT** provided for students participating in this program.

If you are not selected in the lottery and an opening does not come available during the school year, you must complete a separate application for any other academic year for which you would like to be considered to participate in the elementary school transfer program.

School Year applied for: _____

School Requested: _____

Student's full name: _____

Student's date of birth: _____

Current grade in school: _____

Current school: _____

Parents'/Guardians' Name: _____

Parents'/Guardians' Address: _____

Email Address & Phone _____

Signature of Parent or Guardian

Today's date: _____

You will be notified of the status of your request at the conclusion of the school year.

The deadline for submitting this application to the MRUUSD Superintendent's Office is May 15th.

MRUUSD Address: 2321 Middle Rd., Suite 1, North Clarendon VT 05759

Email Submission: ada@millriverschools.org

**MRUUSD and LMHUUSD
ELEMENTARY SCHOOL TRANSFER PROGRAM**

Philosophy

Acknowledging that parent and guardian perception of what is beneficial for a child is valid and valuable information, especially at the elementary school level, and acknowledging that the ultimate goal of our schools is to provide the best possible education to each child by utilizing all the resources available to us, it is recommended that a program allowing student transfer among the four elementary schools within the Mill River Unified Union School District (MRUUSD) and the Ludlow - Mt. Holly Unified Union School District (LMHUUSD) be implemented in accordance with the terms and conditions contained herein.

ARTICLES OF AGREEMENT

Article I - Introduction

The undersigned school board chairs, having been duly authorized by their respective school boards, hereby enter into the following agreement to maintain an elementary school transfer program for elementary students in the MRUUSD and students in the LMHUUSD.

Article II - Definitions

- Transfer: Enrollment in one of the five public elementary schools – Clarendon Elementary School, Ludlow Elementary School, Mt. Holly Elementary School, Shrewsbury Mountain School, Tinmouth Elementary School, and Wallingford Elementary School – other than the school of residence.
- Elementary: Grades K - 6
- Sending school: The home school of a participating student.
- Receiving school: The school chosen by a participating student.
- Eligible student: Any elementary student residing in the MRUUSD or Ludlow-Mt. Holly attendance areas, in accordance with Article 3B stated below.
- Transfer student: A student that is participating in this program and is attending a receiving school, which is not in the student's home school attendance area.
- ADM: The Average Daily Membership computation in the state aid to education formula.
- Excess costs: Additional expenditures that are required by law to implement individual education plans (IEP's) for students with disabilities.
- Participating schools: The elementary schools in Clarendon, Ludlow, Mt. Holly, Shrewsbury, Tinmouth, and Wallingford.

Article III - Implementation

- A. MRUUSD shall permit a sum total up to six (6) students to attend Ludlow or Mt. Holly Elementary Schools and LMHUUSD shall permit a sum total up to six (6) students to attend MRUUSD elementary schools. Neither MRUUSD nor LMHUUSD shall be subject to a total loss or gain disparity of more than two students during any school year.
- B. Students must be eligible for enrollment in the elementary school of their home school attendance area in order to be eligible for enrollment in this school transfer program.
- C. Transfer students must be accepted on a nondiscriminatory basis.
- D. Before approving transfers, each participating school board shall define its capacity limits at each grade level for the ensuing school year according to current class size policies regarding minimum and maximum class sizes. Transfer students that would increase or decrease class enrollment sizes that would require the hiring or reducing of additional staff may be refused.
- E. Except with respect to students eligible for special education requiring the expenditure of excess costs, MRUUSD and the LMHUUSD will direct a total of 50% of the state support grant amount for each transfer

student to the receiving district (pro-rated for any transfer student not attending for the full academic year). Each sending district shall count toward its ADM its own resident students who choose to attend other participating schools.

F. Each transfer student attending another participating school, unless expelled in accordance with the receiving school's policy and federal and state law, shall be guaranteed enrollment in that school until matriculation to 7th grade for as long as the student continues to reside in the MRUUSD or LMHUUSD attendance areas.

G. Students participating in the elementary school transfer program do not need to reapply for subsequent years. Students not currently enrolled must reapply to be considered for openings for each new school year.

H. This program and the parameters established for this program only apply for students who apply for inclusion through the timelines and process outlined in Article V.

Article IV. Duration of the Program

The program shall be implemented until dissolved by the boards involved.

Article V. Selection of Students to Participate

A. Students shall be selected for enrollment in the elementary school transfer program at all participating schools in a nondiscriminatory manner.

B. Students and families shall be notified of the opportunity to apply for admission for the next school year, and the procedures for doing so no later than April 15.

C. The deadline for submitting an application for the next school year to the MRUUSD Superintendent's office is May 15.

D. If more than the agreed upon number of students wish to transfer between MRUUSD and LMHUUSD, a wait list shall be instituted.

E. Parents must notify the MRUUSD Superintendent's Office of their decision to transfer to the receiving school within two weeks of receipt of notification of their child's acceptance into the transfer program:

Article VI - Return to Sending School

If a transfer student no longer wishes to continue being enrolled at the receiving school, the student may only return to the sending school. The student is eligible to begin the elementary school transfer application process again according to the same application provisions as all other eligible students.

Article VII - Discipline

Transfer students under this program are subject to the disciplinary policies and procedures of the receiving elementary school. The sending school is not required to provide services to a student during a period of suspension or expulsion imposed by the receiving school.

Article VIII - Special Education, Section 504, Act 157

Both the sending and receiving districts will work collaboratively to ensure that the needs of students with disabilities are met. In the case of students eligible for special education, subject to any state and federal requirements, the sending district shall retain fiscal obligations as well as responsibility for management and oversight of a student's individual education plan, while the receiving district shall be responsible for hiring and supervising personnel who provide services to such students. The receiving district shall carry out the IEP, including placement, developed by the sending district. If the receiving district decides that a student not on an IEP may be eligible for special education services or that an existing IEP should be altered, it shall notify the sending district. Whenever a sending district considers special education eligibility, development of an IEP, or changes to a plan regarding a transfer student, it shall give notice of meetings to the receiving district and provide an opportunity for a representative of that district to attend the meetings and participate in the

decision-making. If there are any costs associated with providing 504 or Act 157 services, those costs will be charged to the sending district.

Article IX - Activity Eligibility and Participation

Each participating school shall treat all enrolled students, regardless of the school of origin, in the same fashion with regard to eligibility for and participation in activities.

Article X - Transportation

Transportation to the receiving school is not provided for students who participate in this program.

Article XI - Amendment and Dissolution

- A. The foregoing articles of agreement may be amended or dissolved by a vote of either the MRUUSD or the LMHUUSD Board of Directors.
- B. A participating district may not withdraw from this agreement during the school year.
- C. Notwithstanding the above, the provisions of Articles 3E and 3F shall not be amended nor dissolved with respect to students who have already exercised the option to transfer to another participating school.

**AGREED TO, SIGNED AND DATED BELOW BY THE DULY
AUTHORIZED SCHOOL BOARD CHAIRS:**

_____ Date
Mill River Unified Union School District

_____ Date
Ludlow Mt. Holly Unified Union School District

Dr. Kevin Dirth
Superintendent

Martha Gagner
Business Manager

Joanne Wells
Special Ed Director

Michelle Spence
Assistant Social Ed Director



Kathy Finck
Human Resource Director

Mona Berry
Curriculum Director

Melanie Boyle
Early Childhood Programs

Updated 12/13/2018

**MAPLE RUN UNIFIED SCHOOL DISTRICT
ELEMENTARY SCHOOL
IN-DISTRICT TRANSFER PROCEDURES**

Philosophy

Acknowledging that the goal of our schools is to provide the best possible education to each child by utilizing all the resources available to us, a system allowing student transfer among the three elementary schools within the MRUSD will be implemented in accordance with the parameters outlined.

Definitions

- Transfer:** Enrollment in one of the three MRUSD elementary schools – Fairfield Center School, St. Albans City School, and St. Albans Town Educational Center – other than the school of residence.
- Elementary:** Grades K – 8
- Sending school:** The home school of a participating student
- Receiving school:** The school chosen by a participating student
- Eligible student:** Any elementary student residing in the MRUSD
- Transfer student:** A student that is participating in this program and is attending a receiving school, which is not in the student’s home school attendance area.
- School of Origin:** The first school in MRUSD in which a student enrolled (based on residency)
- School of Residency:** The school for which a student’s residence is zoned.

Implementation of in-District Transfer Program

Maple Run Unified School District shall permit students to attend an in-district elementary school other than their home school based on residency, with the following limitations:

1. MRUSD shall permit up to ten (10) students per year to attend an elementary school that is not their school of residency. **Note:** on July 19, 2017, the MRUSD Board approved a motion to expand the Elementary Student Transfer Program to allow children of district employees who live in the district to apply for transfer and it will not count against the quota.
2. If more than the agreed upon number of students wish to transfer from a sending school or to transfer into a receiving school, siblings of currently enrolled students will be given priority, after which a lottery system, as developed by the superintendent, shall be employed. **Note:** The District believes in keeping siblings together whenever possible, so when siblings *apply* for the transfer and one is selected, all siblings who have applied are considered to have been selected, providing there is room in the grade at the school of choice. (See # 6) Younger siblings must apply when ready to enter school and will be given priority.

3. The lottery system shall allow students not selected for admission at the elementary school of their choice to participate in a second-choice lottery if spaces become available.
4. Students must be eligible for enrollment in their home school attendance region to be eligible for enrollment in this school transfer program.
5. Transfer students must be accepted on a nondiscriminatory basis.
6. Transfer requests may be denied if the requested transfer would have negative impacts on class size or staffing at the sending or receiving school or due to other extenuating circumstances. The Superintendent of Schools will make the determination of approval or denial.
7. Each transfer student shall be assured the opportunity for enrollment in that school until matriculation to 9th grade for as long as the student continues to reside in the MRUSD.
8. If, at any time, the student wishes to return to his/her home school for the next school year, the superintendent must be notified by March 1 for a fall transfer.
9. Students participating in the in-district transfer program do not need to reapply for subsequent years.
10. Transportation is the responsibility of the student's family and will not be provided to students unless a bus to the sending school is available. Parents must maintain transportation and regular attendance in the enrolled school.
11. Requests for consideration must be made in writing – by completing appropriate application documents – by April 15. The requests will be considered based on impacts outlined in number six (6) above or considering any other extenuating circumstances. The superintendent will make decisions regarding an application by May 30, and parents of students who win lottery slots will be notified in writing after the decision has been made. Decision of the superintendent is final.
12. Students who participate in this program and attend a different elementary school than their home school of residence will be expected to remain at the new location through the remainder of that school year unless there are extenuating circumstances to be considered by the superintendent. Decision of the superintendent is final.
13. These protocols are in no way intended to apply to mid-year request for transfer of students. The superintendent may consider such requests if student well-being is in question. Otherwise, requests for in-district transfer must be limited to the end of school year application process and start of school year transfer timeline.
14. If a student's family moves to another municipality in the school district, they will have the option of staying at their school of origin or transferring to their new school of residence. Relative to transportation, see #10.

MRUSD Elementary School Transfer Frequently Asked Questions (FAQ's)

What is Elementary School Transfer and who is allowed to exercise this program? Children entering grades K-8 who live in the municipalities of Fairfield, St. Albans City and St. Albans Town may exercise the program. Our goal is to both provide options for families and to meet the diverse needs that parents and families have for their children. Parents may apply for transfer in any of the elementary schools. Transfers will be limited to 10 throughout the Maple Run Unified School District (MRUSD) and to the amount of space in each building. If there is more interest than spaces available, we will conduct a lottery. **Note:** on July 19, 2017, the MRUSD Board approved a motion to expand the Elementary Student Transfer Program to allow children of district employees who live in the district to apply for transfer and it will not count against the quota.

Will my child be able to attend this same school for all of his/her elementary or middle school years? Your child will be able to attend the same school and continue through the 8th grade.

Will my child be offered transportation to the school of transfer? Transportation is the responsibility of the student's family and will not be provided to students unless a bus to the sending school is available. Parents must maintain transportation and regular attendance in the enrolled school.

If we exercise this option and we have younger children, will he/she be able to attend the same school? Younger siblings entering school after a child who has exercised the transfer program may attend the same school as his or her older sibling as long as there is availability.

If we have siblings applying for the transfer, how is that handled?

When one sibling is selected in the lottery, we are now considering all siblings who have applied to be selected, providing there is room in the grade at the school of choice.

What do we do if, after a year or two of exercising school transfer, we want to change back to our original school? If the student wishes to return to his/her home school for the next school year, the superintendent must be notified by March 1.

If more children want to exercise school transfer than spaces are available, who gets priority? First priority goes to siblings of those who have already transferred. There is no other priority.

Who will my son/daughter's teacher be? At this point, we have not made teacher assignments for any of our classes. Once we receive all applications, teacher will be assigned based on numbers. We will then send out classroom teacher assignments to elementary families.

What if I miss the deadline for school transfers? We will not be able to honor requests for school transfers after the deadline.

How will I know if my child got their choice of school? We will notify parents of student who win the lottery soon after the May 30 lottery date.

What happens if our family moves into a different town within the district? If a student's family moves to another municipality in the school district, they will have the option of staying at their school of origin or transferring to their new school of residence. This option is automatic and can be done without having to go through the lottery process. Relative to transportation, see #10 of the *Procedures*.

If my PreK student is presently in a school other than our school of residence, can he/she stay there as a Kindergartner? If you are attending Pre-K in a school that is not your school of residence, you can either enroll in K in your school of residence or apply for the transfer program. There is no grandfathering for Pre-K children.

Are free lunches offered at all elementary schools? No. Only St. Albans City School qualifies for free lunches for all students. Attendance at all other District schools requires going through the free/reduced lunch application process.

INTRADISTRICT SCHOOL CHOICE PROGRAM FOR ELEMENTARY & MIDDLE SCHOOLS

The Champlain Valley School District places students in the District's schools based on a student's town of residence. For the purposes of this policy, St. George students will be placed in Williston as if that were their town of residence. Transportation is provided for PK-8 students attending a school within the town of residence.

To accommodate occasions when a student might benefit from placement in a school outside a PK-8 student's town of residence, it is the policy of the Champlain Valley School District to offer students the option to enroll in a school of their choice within the District. Processes for intra-district choice of school will be guided by the needs of students, space availability, and existing resources.

The Superintendent of Schools will develop procedures consistent with the following guidelines:

- Requests to attend a school in another town within the CVSD will be granted based on space availability and with the goal of creating balanced class sizes in all schools.
- Regardless of residence, every family will have a choice of enrolling in any grade-level appropriate school operated by the District (Charlotte, Hinesburg, Shelburne and Williston).
- Transportation to PK-8 buildings will be provided for students attending school within one's town of residence. For students choosing to attend school in a neighboring town, transportation is not provided by the CVSD, unless the existing bus route passes the child's residence on the way to or from the choice school and there is sufficient space on the bus.
- Younger siblings entering school after a child who has exercised school choice may attend the same school as his or her older sibling.
- School choice does not apply to non-resident students.
- School Choice procedures will be listed in school handbooks and updated and published by March 1st annually.

<i>Date Warned:</i>	<i>4.19.2017</i>
<i>Date Adopted:</i>	<i>5.2.2017</i>
<i>Date Reaffirmed:</i>	<i>Not Applicable</i>

Legal Reference(s):
Cross Reference:

IN-DISTRICT SCHOOL CHOICE FOR SEVENTH AND EIGHTH GRADE STUDENTS (LP2)

Policy

The Taconic & Green Regional School District offers parents and guardians of seventh and eighth graders choice among its schools other than the-school to which they are assigned under Local Policy 1. The choice of the school will be guided by the requests of students and parents and classroom space availability.

Seventh and Eighth Grade School Choice Guidelines

Early February - Schools tell parents and guardians about school choice and distribute the school choice form.

By March 15 - Parents/Guardians fill out the form indicating school choice and return the form by mail or in person to their assigned school or to the Bennington Rutland Supervisory Union (BRSU) office, 6378 VT Rte. 7A, Sunderland, VT 05250. Forms can also be submitted electronically; an email address will be provided on the school choice form.

Late April – Schools will mail letters to parents/guardians stating any changed school assignment for their child and general information and timelines for their child’s school.

A lottery system will be used if a school receives more requests for placement than space available.

Siblings of students who have been placed in a school, other than their originally assigned school will have lottery priority for placement at that school.

Students who successfully choose a school other than the one to which they are originally assigned- may not request reassignment to another school until the following March.

Limited school bus routes will be available for in-district school choice, under the Transportation Policy (MP 22).

Approved: November 7, 2017
Adopted: November 21, 2017

**Greater Rutland County Supervisory Union
Wells Springs Unified Union School District**

ELEMENTARY SCHOOL CHOICE POLICY

Code F50

Policy

It is the policy of the Wells Springs Unified Union School District (WSUUSD) to offer parents and guardians elementary school choice within the district. The choice of the school venue will be guided by the needs of students and parents. The district will adhere to the WSUUSD process and guidelines which will be limited by transportation feasibility and classroom space availability.

K-6 School Choice Guidelines

February - WSUUSD Schools communicate to parents the availability of school choice and where to access information if they wish to apply for school choice. Late February/early March - Parents/ Guardians fill out a school choice form, indicate school choice and return the form by mail or in person to the GRCSU office. April - Schools will mail letters to parents/guardians to explain the school choice placement for their child and general information and timelines for their child's school.

Frequently Asked Questions

1. *What is school choice and who is allowed to exercise it?* Children entering grades K-6 who live in the towns of Middletown Springs and Wells may exercise school choice. Our goal is to allow options for families while also ensuring balanced class sizes to provide a positive learning environment for all of our children. Parents may apply for choice in either of the elementary schools in these towns. Given space availability, we will work to meet as many families' needs as possible. By exercising school choice, we hope to achieve:

- a. Balanced class sizes in all schools by eliminating, combining or dividing classes too small or too large
- b. Optimal learning environments in all schools
- c. Meeting the diverse needs of our student population
- d. Options for all families

2. *Who gets school choice?* School choice will be limited to the amount of available space in each building. If you are interested in choosing a school other than the one located in your town, complete and submit the school choice form. Once we receive all applications by mid-March, we will assign students. If there is more interest in one particular school than space is available, we will hold a lottery.

3. *Does this mean one of our schools will close?* There are no current plans to close any schools. As per the Articles of Agreement, no schools will close without a positive vote of the community.

4. *Will my child be able to attend this school of choice for all elementary years? Your child will be able to attend the school of choice through the highest grade offered at that school.*
5. *If we exercise school choice and we have a younger child, will he or she also be able to attend the choice school? Younger children may attend the school choice location with an older sibling when capacity is available. Capacity is determined by the GRCSU Class Size Policy.*
6. *My child is currently attending one particular school and we feel a change of schools would be in his/her best interest. May we apply for school choice for next year? School choice will be extended to all K-6 students each year*
7. *Will the district provide busing? There will be no inter-school transportation for school choice during the 2019-2020 school year. The Board will review the transportation periodically.*
8. *What if we want to go back to our original school after a year or more? You can reapply for your local school. Choice will be provided if space is available.*
9. *If more children want school choice than space is available, who gets priority? First priority goes to families living in that town. Next priority goes to siblings. If there are still more children applying than there is space, a lottery will be held. A wait list will be maintained from year to year and siblings of choice students will have first priority.*
10. *My child is entering Preschool. * Do we apply for school choice for Preschool? No. Preschool is universal in the Greater Rutland County Supervisory Union (GRCSU) and you may register your three- or four-year-old child at any school which has a public preschool program with space available in the supervisory union. You may also elect to enroll your child in a private preschool program, on a space available basis, provided the preschool has been pre-qualified by the Agency of Education*
11. *Does Preschool* enrollment in another school in the district or supervisory union follow into Kindergarten? No. Preschool placement does not follow into Kindergarten and if you wish to attend Kindergarten in the other school in the Wells Springs Unified Union School District, you will need to apply for elementary school choice.*

**Universal Preschool enrollment is subject to change per Vermont legislation and the administrative rules of the Agencies of Education and Human Services.*

Legal References: VT Title 16 Section Act 166 of 2014 and associated administrative rules by the Agency of Education and Human Services

Date Reviewed: January 2, 2019
Date Warned: January 30, 2019
Date Adopted: March 6, 2019

Well Springs Elementary School Choice Application

The Wells Springs Unified Union School Board Policy F50 provides school choice for incoming kindergarten through sixth grade students.

Any resident student incoming for grades kindergarten through sixth grade of Middletown Springs or Wells is eligible to apply. The Board has authorized five seats to enter or exit each school. Please see the attached policy for guidance.

Please complete the application form below if you are interested in being considered for the Wells Springs School Choice Program.

APPLICATION DEADLINE: March 15

Please submit your application to your school principal.

Student Name _____

Date of Birth _____

Current Grade Level _____

Parent/Guardian Name _____

Home Address _____

Phone _____

Email _____

1. Is your child currently enrolled in school? Yes _____ No _____
Please check one: Wells _____ Middletown Springs _____
2. What grade does your child currently attend? _____
3. Are you able to provide transportation for your child? Yes _____ No _____

(Please note: Transportation is not provided between schools by the school district for choice students.)

4. Please provide any other information concerning your child's interests or learning preferences (optional):

Well Springs
Elementary School Choice Application page 2

Next steps:

1. You will be notified by April 1 of the status of your application.
2. If applications exceed space available, a lottery will be held.
3. No late applications will be accepted.
4. If not accepted your child will be placed on a waiting list for next year.
5. Openings are based on space available per grade as determined by the Superintendent annually.

If you have questions or require additional information, please contact Dr. Debra Taylor, Superintendent at 802-775-4342 Ext 2103 or debra.taylor@grcsu.org.

Please sign and date the application below.

Signature _____

Date _____

Printed Name

CODE F31

INTRADISTRICT SCHOOL CHOICE PROGRAM FOR ELEMENTARY & MIDDLE SCHOOLS

The Champlain Valley School District places students in the District's schools based on a student's town of residence. For the purposes of this policy, St. George students will be placed in Williston as if that were their town of residence. Transportation is provided for PK-8 students attending a school within the town of residence..

To accommodate occasions when a student might benefit from placement in a school outside a PK-8 student's town of residence, it is the policy of the Champlain Valley School District to offer students the option to enroll in a school of their choice within the District. Processes for intra-district choice of school will be guided by the needs of students, space availability, and existing resources.

The Superintendent of Schools will develop procedures consistent with the following guidelines:

- Requests to attend a school in another town within the CVSD will be granted based on space availability and with the goal of creating balanced class sizes in all schools.
- Regardless of residence, every family will have a choice of enrolling in any grade-level appropriate school operated by the District (Charlotte, Hinesburg, Shelburne and Williston).
- Transportation to PK-8 buildings will be provided for students attending school within one's town of residence. For students choosing to attend school in a neighboring town, transportation is not provided by the CVSD, unless the existing bus route passes the child's residence on the way to or from the choice school and there is sufficient space on the bus..
- Younger siblings entering school after a child who has exercised school choice may attend the same school as his or her older sibling.
- School choice does not apply to non-resident students.
- School Choice procedures will be listed in school handbooks and updated and published by March 1st annually.

<i>Date Warned:</i>	<i>4/19/2017</i>
<i>Date Adopted:</i>	<i>5/2/2017</i>
<i>Date Reaffirmed:</i>	<i>Not Applicable</i>