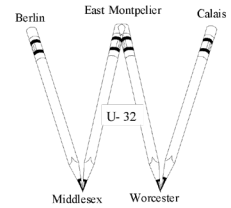


Washington Central Unified Union School District

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 Agenda
October 8, 2025
4:45-6:00 PM
East Montpelier Elementary School
Gymnasium
665 Vincent Flats Rd.
East Montpelier, VT
(Virtual/In-Person)**

Virtual Meeting Information

<https://tinyurl.com/48ja9wnr>

Meeting ID: 829 9218 0624

Password: 778549

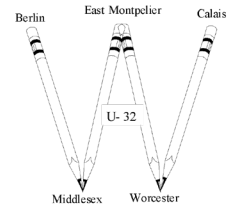
Dial by Your Location: 1-929-205-6099

1. Call to Order
2. Approve Minutes of 9.3.25 – pg. 2
3. Review [Policy Workplan](#) – pg. 4
4. Policies for Review (Discussion/Action)
 - 4.1. [B8 Electronic Communication between Employees and Students](#) - pg. 8
 - 4.2. [C20 Student Conduct and Discipline](#); VSBA Model Policy [C15](#) replaces C20, [Revised C15](#) – pg. 11
 - 4.3. [C45 Bus Discipline](#) - pg. 18
 - 4.4. [D22](#) replaced by VSBA required [D8](#) - pg. 19
 - 4.5. [VSBA recommended D23](#) – pg. 24
5. Future Agenda Items
 - 5.1. Next Meeting: November 5, 2025
6. Adjourn

Washington Central Unified Union School District

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1130 Gallison Hill Road
Montpelier, VT 05602
Phone (802) 229-0553
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WCUUSD
Policy Committee
September 3, 2025
4:45-6:00 PM

Present: Superintendent Dellinger-Pate, Ursula Stanley, Chris McVeigh, Natasha Eckart, Flor Diaz Smith, Amelia Contrada, Gillian Fuqua

- 1. Call to Order:** Chris McVeigh called the meeting to order at 4:52 p.m.
- 2. Approve Minutes of 6.11.25:** Ursula Stanley moved to approve the minutes of June 11, 2025. Seconded by Flor Diaz Smith, this motion carried unanimously.
- 3. Review and Affirm Policy Work plan:** Chris McVeigh and Superintendent Dellinger-Pate had met to create this document. Chris McVeigh invited feedback from committee members. Ursula Stanley asked whether the plan includes a cycle for reviewing policies in an ongoing way.
- 4. Policies for Review:** Flor Diaz Smith noted that the AOE is creating a model policy for Cell Phone Usage. We will consider this policy when it is available. Superintendent Dellinger-Pate stated that this model policy would likely be more restrictive than what is currently in place at WCUUSD.
 - 4.1. (Review and Recommend to the Board the Adoption) AOE Model Policy: Behavioral Threat Assessment Teams and Model Procedures:** Superintendent Dellinger-Pate shared this model document. He noted that procedures would be shared alongside this policy. He stated that his understanding is that there is no room to adjust this and he is required to follow the law (which this model policy reflects.) Chris McVeigh stated that it is not clear in this model what the trigger is for engaging law enforcement. Some discussion followed around this. Ursula Stanley asked whether there is a timeline in this document indicating, once this is adopted, if we have a set amount of time to create a behavioral assessment team. Flor Diaz Smith stated that there is a timeline in the model policy, and Superintendent Dellinger Pate indicated that we would be creating the team simultaneously, as this policy is considered. Chris McVeigh asked, should we create criteria that guides when law enforcement should be enlisted? Ursula Stanley suggested that the team would be in the position to decide when to enlist law enforcement. Flor Diaz Smith suggest that we consider the F5 format rather than what is included in the packet. Superintendent Dellinger-Pate stated that if the board does not approve this by October 1, 2025, it goes into effect on

October 1 regardless. The committee would like to bring this to the board at the September board meeting, for provisional approval in time for the October 1 deadline. Chris McVeigh asked whether the committee would create criteria for engaging law enforcement. Superintendent Dellinger-Pate indicated that the behavior assessment team makes that assessment based on criteria.

4.2. (Recommend to maintain current policy) D4: Title I Comparability (Procedure):

Superintendent Dellinger-Pate stated that there has not been any change to this policy; what is included in the packet is procedures related to compliance to this policy. He recommends that the committee keep the policy as it is; the procedures are current and appropriate. The committee or the board is not required to take any action at this time with regard to this policy.

4.3. (Determine Next Steps) C47: Student Exchanges: (neither VSBA required or recommended) some discussion followed around the MOU we currently have in place. This is ready to come to the board for first reading.

4.4. (Determine Next Steps) C34: Use of Restraint and Seclusion; VSBA Model Policy C70: Use of Restraint and Seclusion: Remove C34; adopt C70. Chris McVeigh suggests including definitions in the policy. Ursula Stanley suggests putting a link to the policy to the current definitions so they are live and kept up to date. Some discussion followed around making sure this is user-friendly for people who ask for a paper copy. Gillian Fuqua stated that when she shares a paper copy of policy/ procedure with parents, she creates a printed PDF copy of definitions. **Flor Diaz moved to remove C34 and recommend C70 for the board's action/ approval. Seconded by Ursula Stanley. This motion carried.** This policy will come to the board for first reading at the next board meeting.

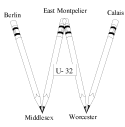
4.5. (Determine Next Steps) F46: Flag Raising (request from students to modify to every 3 years for a renewal request): Natasha Eckart had provided a written comment to the board, inquiring whether an annual renewal consideration versus every 3 years would be helpful in creating a safer environment for students who advocate for the flag. Flor Diaz Smith suggested that every two years might make more sense, also given that student representatives have a two-year term on the board. Some discussion followed around honoring students' feeling of safety as well as their preferences on this timeframe. Superintendent Dellinger Pate suggested that the board reaffirm annually, but students continue the renewal request on a two-year timeline (versus the currently written three year). The policy allows students to come to the board at any time to request a flag. Ursula Stanley suggested the language: that the flags remain on the school flagpole for two years. (Two years from the raising ceremony) The idea of the board annually affirming this will be covered in the equity policy on a broader scale. This policy will come to the board for first reading at the next board meeting.

5. Future Agenda Items

5.1. Next Meeting: October 8, 2025

6. Adjourn: The committee adjourned by consensus at 5:55 p.m.

Respectfully submitted,
Lisa Grace, Committee Recording Secretary



BOARD POLICY DEVELOPMENT & MAINTENANCE PROCEDURES

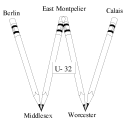
The development and maintenance of school district policies is the central job of school boards. The Vermont statute entitled “Powers of School Boards” lists over twenty-five specific duties delegated to local boards by the General Assembly. The very first responsibility on the list is the duty to “Determine the educational policies of the school district...” ([VT School Boards Association Resource Directory, 2022](#))

One of the standing committees of the Boards of WCUUSD is the Policy Committee. The board selects representatives to the Committee. In addition, three administrators (two local building administrators and one central office administrator) are on the committee. The committee meets once per month to review policies and each year a work plan is established outlining which policies will be reviewed or developed during the school year. Policies are identified for review or development three ways:

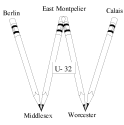
1. Mandatory review/development (State and federal law may require the adoption of new policies or revision of existing board policies and often have a deadline for doing so.)
2. Selected review/development (Board or Policy Committee requests a review ahead of the regular review cycle or identifies a need for a new policy that does not yet exist. The Policy Committee establishes a process for considering requests for policy review that come from the public.)
3. As part of the policy review cycle (Our goal is that all policies are reviewed no less than every five years and policies are reviewed in sequential order.)

As stated in the VSBA reference above, policy is different than procedures. Except when required by law, the Policy Committee generally does not include procedures in policy. Policy implementation and procedure development is the role of the administration. Sometimes guidelines are added to policy to provide guidance to the administration as it develops procedures and implements policy.

All board policies, by state law, must be warned before the board can adopt a new policy, revise and/or repeal an existing policy. This process helps all of the boards to efficiently address their policy governance role. We are continually making improvements to the system.



Month	Goal #1: Educational and Academic Outcomes Goal #2: Broadening Communication with the Community Goal #3: Long Term Planning		
	Mandatory Review/ Development	Selected Review/Development	Policy Review Cycle <i>(sequential order by adoption date - beginning from 2019)</i>
August			
September 3	Work Plan development		
	Act 29: Behavioral Threat Assessment D4: Title I Comparability C47 : Student Exchanges C34 : Use of Restraint & Seclusion (VSBA updated model policy to C70 in 2022) F46: Flag Raising (request from students to modify to every 3 years for a renewal request)		
October 1	Affirm work plan		
	C20 : Student Conduct and Discipline (discussed in 22-23 & committee request admin feedback; VSBA updated in 2022 to C15) C8 Pupil Privacy (Revised 11/4/24 VSBA) C45 : Bus discipline		
November 5	AI (Artificial Intelligence) Policy B32: Educator Supervision and Evaluation Animals in Schools Policy C50 : Comprehensive Sexual Health Services	Policy Sample: https://d2f1dfnoetc03v.cloudfront.net/Files/AI-Policy-Draft_6-18-25.pdf	



December 3	C9 Nutrition & Wellness (AOE has issued a new model policy and replaces the VSBA policy) Triennial Policy Review		
January 7	D1 : Proficiency-Based Graduation Requirements C22 : Student Athletics, clubs and activities		
February 4	D2 : Grade Advancement: Retention, Promotion and Acceleration of Students E46 : Memorials		
April 1	C48 : Foreign Exchange Students		
May 6			
June 3			

Policies to determine next steps

EV Charger Policy

Animals in Schools

VSBA Recommended Policies

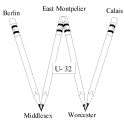
- C22 Student Athletics, Clubs and Activities
- C25 Admission of Non-Resident Tuition Students
- D20 Curriculum Development
- D21 Education Support Systems
- D23 Selection of Instructional Materials
- E21 Distribution of non-school sponsored literature in schools
- F23 Capitalization of assets
- F27 Communicable Disease Mitigation for Students and Staff

B2, B3, B4, B5, B7

C1, C2, C4, C5, C7, C11, C13, C14

D3, D5, D6

E1



F1

Policies Addressed in 25-26

D4: Title I Comparability (reviewed and current policy is retained)

Policies Approved/Revised 24-25

[D24 Creating Learning Environments to Engage in Civil Discourse](#)

[F20](#): Fiscal Management & General Fiscal Accountability (VSBA Recommended policy)

[F45](#): Fundraising

[B41](#): Prevention of Conflict of Interest in Procurement

[B30](#) Staffing and Job Descriptions

Rescinded: [C30](#) Student Medication; **Replaced by** [C71](#) Possession and Administration of Emergency and Non-emergency Medications

[C51](#): Policy of Ensure Safety & Resources for Families Impacted by Immigration Enforcement

[A31](#): Board Member Education

[A32](#): Board Goal Setting & Evaluation

[A34](#): Board Relations with School Personnel

[A24](#): Board Supervision Relationship

Policies Approved/Revised 23-24

F3 Fire and Emergency Preparedness (8.23.23)

F4 Access Control and Visitor Management (8.23.23)

B20 Personnel Recruitment, Selection, Appointment and Background Checks (January)

C6 Home Study Students (November)

C3 Transportation (November)

D22 Instructional & Library Materials Selection (January)

A2 Policies and Procedures (January)

A20 Board Meetings, Agenda Preparation and Distribution (January)

A22 Notice of Non- Discrimination (January)

F26 Security Cameras (January)

Policies Discussed by the Committee - No Actions

School Choice - Board opted not to create a policy

D4-Discussed in February by committee, agreed to send to full board , has not been reviewed by the full board due to budget

Mandatory Review/Newly Revised

E21 Distribution of Non-School Sponsored Literature in Schools (6/5/24 by VSBA) WCUUSD
Does not currently have a policy E21

Policies Removed by VSBA that we have

B31 Educator Supervision and Evaluation (1/12/24)

B30 Staffing and Job Descriptions (10/2/23)

Required

**WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT**

Board of Directors' Policy

**ELECTRONIC COMMUNICATION BETWEEN
EMPLOYEES AND STUDENTS**

POLICY: **B8**

WARNED: **11/13/21**

ADOPTED: **11.17.21**

EFFECTIVE: **11.17.21**

I. Statement of Policy

The Washington Central Unified Union School District (WCUUSD) recognizes electronic communications, and the use of social media outlets create new options for extending and enhancing the educational program of the school district. Electronic communications and the use of social media can help students and employees communicate regarding: questions during non-school hours regarding homework or other assignments; scheduling issues for school-related co-curricular and interscholastic athletic activities; school work to be completed during a student's extended absence; distance learning opportunities; and other professional communications that can enhance teaching and learning opportunities between employees and students. However, the WCUUSD recognizes employees and students can be vulnerable in electronic communications.

In accordance with Act 5 of 2018 this model policy is adopted to provide guidance and direction to WCUUSD employees to prevent improper electronic communications between employees and students.

II. Definitions. For purposes of this policy, the following definitions apply:

- A. **Electronic communication.** Electronic communication is any computer-mediated communication in which individuals exchange messages with others, either individually or in groups. Examples of electronic communication include, but are not limited to, email, text messages, instant messaging, voicemail, and image sharing and communications made by means of an internet site, including social media and social networking websites.
- B. **Social media.** Social media is any form of online publication or presence that allows interactive communication, including, but not limited to, social networks, blogs, websites and internet forums. Examples of social media include, but are not limited to, Facebook, Twitter, Instagram, YouTube, and Google+.
- C. **Employee.** Employee includes any person employed directly by or retained through a contract of employment the district, an agent of the school, a school board member, and including school district employees.
- D. **Student.** Student means any person who attends school in any of the grades Prekindergarten through 12 operated by the district.

III. Policy on Electronic Communication Between Students and Employees.

All communication between employees and students shall be professional and appropriate. The use of electronic communication that is inappropriate in content is prohibited.

A. Inappropriate content of an electronic communication. Inappropriate content of an electronic communication between an Employee and a Student includes, but is not limited to:

1. Communications of a sexual nature, sexual oriented humor or language, sexual advances, or content with a sexual overtone;
2. Communications involving the use, encouraging the use, or promoting or advocating the use of alcohol or tobacco, the illegal use of prescription drugs or controlled dangerous substances, illegal gambling, or other illegal activities;
3. Communications regarding the employees' or student's past, current or future romantic relationships;
4. Communications which include the use of profanities, obscene language, lewd comments, or pornography;
5. Communications that are harassing, intimidating, or demeaning;
6. Communications requesting or trying to establish a personal relationship with a student beyond the employees' professional responsibilities;
7. Communications related to personal or confidential information regarding employee or student that isn't academically focused; and
8. Communications between an employee and a student between the hours of 10 p.m. and 6 a.m. An Employee may, however, make public posts to a social network site, blog or similar application at any time.

B. Procedures. The superintendent shall develop procedures for both the receipt and handling of reports filed under this policy (see IV.A. and B. below).

IV. Enforcement Responsibilities

A. Student communications violation of this policy. In the event a student sends an electronic communication, that is inappropriate as defined in this policy or that violates the procedures governing inappropriate forms of electronic communication to an employee, the employee shall submit a written report of the inappropriate communication ("Report") to the principal or designee by the end of the next school day following actual receipt by the Employee of such communication. The principal or designee will take appropriate action to have the student discontinue such improper electronic communications.

While the school district will seek to use such improper electronic communications by a student as a teaching and learning opportunity, student communications that violate this policy may subject a student to discipline. Any discipline imposed shall take into account the relevant surrounding facts and circumstances.

B. Employee communications violation of this policy. In the event an employee sends an electronic communication that is inappropriate as defined in this policy or that violates the procedures governing inappropriate forms of electronic communication to a student, the student or the student's parent or guardian should promptly submit a written report of the inappropriate communication ("Report") to the principal and/or the person designated by the principal to receive complaints under this policy. The report shall specify what type of

inappropriate communication was sent by the employee with a copy of the communication, if possible.

Inappropriate electronic communications or retaliation by an employee may result in appropriate disciplinary action.

C. **Applicability.** The provisions of this policy shall be applicable at all times while the employee is employed by the district and at all times the student is enrolled in the school district, including holiday and summer breaks. An employee is not subject to these provisions to the extent the employee has a family relationship with a student (i.e. parent/child, nieces, nephews, grandchildren, etc.).

D. **Other district policies.** Improper electronic communications that may also constitute violations of other policies of the district, i.e. unwelcome sexual conduct may also constitute a violation of the school’s separate policy on the Prevention of Harassment, Hazing and Bullying of Students and Prevention of Sexual Harassment Title IX. Complaints regarding such behavior should be directed as set forth in the school’s Procedures on the Prevention of Harassment, Hazing and Bullying of Students.

V. Reporting to Other Agencies

A. **Reports to Department of Children and Families [DCF].** When behaviors violative of this policy include allegations of child abuse, any person responsible for reporting suspected child abuse under 33 V.S.A. §4911, *et seq.*, must report the allegations to the Commissioner of DCF. If the victim is over the age of 18 and a report of abuse is warranted, the report shall be made to Adult Protective Services in accordance with 33 V.S.A. §6901 *et seq.*

B. **Reports to Vermont Agency of Education [AOE].** Accordingly, if behaviors violative of this policy in a public school involve conduct by a licensed educator that might be grounds under Vermont law for licensing action, the principal shall report the alleged conduct to the superintendent and the superintendent shall report the alleged conduct to the AOE.

C. **Reporting Incidents to the Police.** Nothing in this policy shall preclude persons from reporting to law enforcement any incidents and/or conduct that may be a criminal act.

D. **Continuing Obligation to Investigate.** Reports made to either DCF or law enforcement shall not be considered to absolve the school administrators of their obligations under this or any other policy, such as the Policy on the Prevention of Harassment, Hazing and Bullying, to pursue and complete an investigation upon receipt of notice of conduct which may constitute a policy violation.

<i>Legal Reference(s):</i>	2018 Acts and Resolves No. 5 (located at https://legislature.vermont.gov/Documents/2018.1/Docs/ACTS/ACT005/ACT005%20As%20Enacted.pdf)
	16 V.S.A. § 1698
	16 V.S.A. § 570

Recommended

**WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT**

Board of Directors' Policy

POLICY:	<u>C20</u>
WARNED:	<u>6/7/19</u>
ADOPTED:	<u>6/26/19</u>
EFFECTIVE:	<u>7/1/19</u>

STUDENT CONDUCT AND DISCIPLINE

The Board of School Directors is committed to fostering healthy, safe places for children to learn and grow.

In the context of this purpose, discipline should be designed to help move a child from a dependency upon external controls for managing behavior to developing the internal controls necessary for managing one's own behavior.

Student Expectations: Students are expected to conduct themselves in a manner that is respectful of: others, property, and their own well-being. Students are expected to be responsible for attendance, work completion, and cooperation in the classroom and other school environments. Students are expected to follow the rules set forth in the family handbook and by the classroom teacher. Basic rules of student conduct will be stated in a family handbook and distributed to all families.

Responses to student misbehavior will be progressive in nature. When student misbehavior cannot be adequately addressed in the classroom, such options as time-out and planning room will be considered before school removal is contemplated (as delineated in articles 1 through 5).

The principal or his/her designee shall be responsible for carrying out discipline procedures conforming with the following guidelines.

When suspension or expulsion of students is deemed necessary, due process requirements will be followed. The term suspension means removal from school activities for a specified amount of time that is non-negotiable. Once the specified time has elapsed, the student will return to normal school activities, unless otherwise determined by the principal in consultation with the student's parent(s) and teacher(s).

1. **Emergency Removal:** A student who poses a continuing danger to persons or property, or an ongoing threat of disrupting the academic process of the school, shall be immediately removed from the school, or to a place within the school determined by the principal or his/her designee to be sufficiently secure to permit the academic process of the school to continue. The parent or guardian of a student who is to be removed from school will be notified by the principal, or his/her designee. If the parent or guardian cannot be located, the student will be detained at school for the remainder of the school day.

2. **In School Detention or Suspensions:** The principal or his/her designee may assign a student to in-school suspension for up to 10 consecutive days. The educational program of a student assigned to in-school suspension shall be continued to an extent determined to be feasible and appropriate by the principal. Students assigned to in-school detention shall be provided with a reasonable opportunity to complete academic assignments. The student and his/her parent or guardian must be given notice of the infraction, an explanation of the evidence against the student, an opportunity for the student to tell his/her side of the story, and a decision in writing to the parent or guardian. If appropriate, the school may provide counseling or related activities designed to bring about an improvement in their behavior. The school will request a parent conference before reinstating the student to pre-suspension status.

3. **Suspensions for < Ten Days:** The principal may suspend a student from school for a period of 10 days or less for violations of school rules. Prior to such a suspension, the student and his/her parent or guardian shall be given an opportunity for an informal hearing with the principal or his/her designee. The student and his/her parent or guardian must be given notice of the charges, an explanation of the evidence against the student, an opportunity for the student to tell his/her side of the story, and a decision in writing to the parent or guardian. The student will be responsible for class assignments during his/her period of suspension. The school will request a parent conference before reinstating the student to pre-suspension status.

4. **Suspensions for > Ten Days:** The principal may suspend a student for more than 10 days, but for a fixed period of time for misconduct when the misconduct makes the continued presence of the student harmful to the welfare of the school. Long-term suspension must be preceded by notice and formal due process procedures, including the opportunity for a hearing before the board. The student and his/her parents must be notified in writing of the date, time, and place of the hearing and given an opportunity to present evidence, cross-examine witnesses, to be represented by counsel, and receive a written decision within 10 days of the hearing. The notice shall also include a statement of the rule infraction(s) alleged, the potential consequences of the hearing, and a summary of the evidence to be introduced at the hearing. The student will be responsible for class assignments during his/her period of suspension. The school will request a parent conference before reinstating the student to pre-suspension status.

5. **Expulsion:** The superintendent or principal may recommend for expulsion any student whose misconduct makes the continued presence of the student harmful to the welfare of the school. A student may be expelled only after a majority vote of the board supporting the recommendation of the superintendent or principal, preceded by notice and a due process hearing conforming to the requirements set forth in paragraph 4 above.

6. A legal pupil who has a disability or suspected of having a disability that has yet to be diagnosed is subject to the due process protections outlined in Articles 1 through 13 of **Rule 4313: Discipline Procedures for Students Eligible for Special Education Services** of the Vermont Department of Education Special Education Regulations.

*Legal Reference(s): 16 V.S.A. §1161a, et seq.
Individuals with Disabilities Act, Section 504 of the Rehabilitation Act of 1973
Vt. State Board of Education Manual of Rules & Practices §4313*

STUDENT CONDUCT AND DISCIPLINE

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

(a) General – As with all model policies, VSBA recommends that each board carefully review this model prior to adoption to assure suitability with the district’s own specific circumstances, internal coding system, current policies, and organizational structures. Highlighted language or blank, underscored spaces indicate areas which Boards must change/complete to reflect local personnel titles, policy references, duty assignments etc. There may also be optional language for the board to consider; in this case the word [OPTIONAL] should be removed.

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

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

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

Policy

It is the policy of the _____ School District (District) to maintain a safe, orderly, civil and positive learning environment via a system of classroom and school management practices, supported by consistent, clear and fair disciplinary procedures. The goal of this policy is to create an environment where the expectations for student behavior are clearly stated, are understood, and accepted by students and staff, and are applied in compliance with due process requirements and Vermont law and State Board of Education rules. This policy is to be applied in conjunction with the school's overall discipline plan developed pursuant to 16 V.S.A. § 1161a, the requirements of 16 V.S.A. § 1162, and in conformance with State Board Rule 4500, and any policies adopted by the District with regard to the Use of Restraint and Seclusion.

Definitions

1) *Weapon* means a device, instrument, material, or substance whether animate or inanimate, which, when used as it is intended to be used, is known to be capable of producing death or serious bodily injury.^[2]

2) *School* means any setting which is under the control and supervision of the School District. It includes school grounds, facilities, and school-sponsored events whether held on or

¹ There is no clear legal requirement for a school board policy on discipline. However, 16 V.S.A. § 1162(a) authorizes school superintendents or principals to suspend pupils for up to 10 school days “...pursuant to policies adopted by the school board...” 16 V.S.A. § 1161a requires that all schools “...adopt and implement a comprehensive plan for responding to student misbehavior...” The State Board of Education Manual of Rule 2122.1 states “Each school shall maintain a safe, orderly, civil, flexible and positive learning environment, which is free from hazing, harassment and bullying and based on sound instructional and classroom management practices and clear discipline and attendance policies that are consistently and effectively enforced.”

² See 13 V.S.A. §4016(a)(2) for definition of “dangerous or deadly weapon.”

off of school grounds and vehicles used to transport students to and from school or school activities.^[3]

3) *Expelled* means the termination of educational services for the remainder of the school year or up to 90 school days, whichever is longer.^[4]

4) *Knife* means any instrument that is capable of ready use as a stabbing weapon that may inflict bodily injury or death.

Student Responsibilities

It is the responsibility of each student to contribute to a safe and productive learning environment in the school by demonstrating respect and consideration for fellow students and adults. This includes complying with all policies and rules of conduct of the school district and individual classrooms.

Administrative Responsibilities

The principal, in consultation with the educational staff, will develop an overall discipline plan (the "Plan") pursuant to 16 V.S.A. §1161a.

The Plan will include clear guidelines for student behavior. The Plan may include provisions for the suspension or expulsion of students who engage in misconduct on school property, on a school bus, or at a school sponsored activity when the misconduct makes the continued presence of the student harmful to the welfare of the school community. The Plan may also include provisions for the suspension or expulsion of students who engage in misconduct not on school property, on a school bus, or at a school sponsored activity where direct harm to the school can be demonstrated or where the misconduct can be shown to pose a clear and substantial interference with another student's equal access to educational programs^[5] and/or where such student conduct violates the District's policy for the prevention of harassment hazing and bullying, with respect to sexual harassment, or harassment, or hazing, and such discipline is reasonably designed to prevent a reoccurrence of such conduct.

The Plan shall include any prohibitions against possession by students of knives, weapons, and dangerous instruments while at school, and shall allow disciplinary action up to and including expulsion for violations of the prohibition against knives, weapons and dangerous instruments that are not possessed at school as part of an educational program sponsored or sanctioned by the school.^[6]

Expectations for behaviors, and the consequences of engaging in prohibited conduct, will be set forth in the student handbook and other publications distributed to students and parents/guardians.

3 The Federal Gun Free Schools Act defines "school" as "...any setting that is under the control and supervision of the local education agency for the purpose of student activities approved and authorized by the local education agency. 20 U.S.C. § 7151(b)(f).

4 16 V.S.A. §1162(a).

5 See 16 V.S.A. § 1162(a)(3)

6 The "knives, weapons and dangerous instruments" prohibition in this model policy is not required by law. The possession of "dangerous and deadly weapons" on school grounds by any individual is prohibited by 13 V.S.A. §4004. This prohibition does not apply to the possession of firearms in schools for "instructional or other specific purposes." 13 V.S.A. §4004(c)(2).

The superintendent or designee shall ensure the analysis of student discipline data to identify and address any disproportionalities in discipline.

Notwithstanding anything to the contrary in a school's Plan, a student enrolled in a public school who is under eight years of age shall not be suspended or expelled from the school; provided, however, that the school may suspend or expel the student if the student poses an imminent threat of harm or danger to others in the school.^[7]

⁷ See 16 V.S.A. § 1162(d)

<i>VSBA Version:</i>	<i>November 2, 2022</i>
<i>Date Warned:</i>	
<i>Date Adopted:</i>	
<i>Legal Reference(s):</i>	<i>16 V.S.A. §1161a (discipline)</i>
	<i>16 V.S.A. §1162 (suspension and expulsion)</i>
	<i>20 U.S.C. §§1400 et seq. (IDEA)</i>
	<i>29 U.S.C. §794 (Section 504, Rehabilitation Act of 1973)</i>
	<i>VT State Board of Education Manual of Rules & Practices</i>
	<i>§§4311, 4312, 4313; 2120.8.12, 2122.1,4500.</i>
<i>Cross Reference:</i>	<i>Notice of Non-Discrimination</i>
	<i>Public Complaints About Personnel</i>
	<i>Searches and Seizure of Students by School Personnel</i>
	<i>Student Drugs & Alcohol</i>
	<i>Firearms</i>
	<i>Wellness and Comprehensive Health</i>

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engage in misconduct not on school property, on a school bus, or at a school sponsored activity where direct harm to the school can be demonstrated or where the misconduct can be shown to pose a clear and substantial interference with another student’s equal access to educational programs⁷ and/or where such student conduct violates the District’s policy for the prevention of harassment hazing and bullying, with respect to sexual harassment, or harassment, or hazing, and such discipline is reasonably designed to prevent a reoccurrence of such conduct.

The Plan shall include information about due process and due process rights should included in Parent/Student Handbooks..

The Plan shall include any prohibitions against possession by students of knives, weapons, and dangerous instruments while at school, and shall allow disciplinary action up to and including expulsion for violations of the prohibition against knives, weapons and dangerous instruments that are not possessed at school as part of an educational program sponsored or sanctioned by the school.⁷

Expectations for behaviors, and the consequences of engaging in prohibited conduct, will be set forth in the student handbook and other publications distributed to students and parents/guardians.

Re-entry plans will be developed for any student suspended or expelled.

The superintendent or designee shall ensure the analysis of student discipline data to identify and address any disproportionalities in discipline.

Notwithstanding anything to the contrary in a school’s Plan, a student enrolled in a public school who is under eight years of age shall not be suspended or expelled from the school; provided, however, that the school may suspend or expel the student if the student poses an imminent threat of harm or danger to others in the school.^[7]

⁷ See 16 V.S.A. § 1162(d)

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WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT

Board of Directors' Policy

POLICY:	<u>C45</u>
WARNED:	<u>6/1/19</u>
ADOPTED:	<u>6/26/19</u>
EFFECTIVE:	<u>7/1/19</u>

BUS DISCIPLINE

Student Expectations: Students are expected to conduct themselves in a manner that is respectful of others, property, and their own well-being. Students are expected to follow the rules set forth in the family handbook and by the bus driver, which will be distributed to all families.

Students are responsible for their own behavior. The driver is responsible for monitoring behavior. Unmanageable behavior will be reported to the school principal. Parents will be notified by the principal or by his or her designee.

School discipline policies and procedures will be followed. Riding the bus is a privilege and not a right. Under certain circumstances, that privilege could be taken away.

In the event a student is denied transportation privileges for a period of time, parents will be given notice by letter as well as by direct verbal contact when possible. The driver in consultation with the principal or designee may remove a student from the bus when that student's behavior represents a serious immediate threat to the health and safety of fellow passengers and/or the driver. The student's health and safety will be taken into consideration in such instances.

Student behavior may be monitored by video cameras and other monitoring procedures at the discretion of the Board. Students' rights of access as stated in Federal Law (IDEA 504 and American Disabilities) will be adhered to.

Bus discipline removal procedures will follow state and Federal regulations and due process procedures.

Legal Reference(s): 16 V.S.A. §§1221

Recommended

**WASHINGTON CENTRAL UNIFIED
UNION SCHOOL DISTRICT**

Board of Directors' Policy

**LIBRARY MEDIA CENTER
SELECTION & RECONSIDERATION**

POLICY: D22

WARNED: 12.20.23

ADOPTED: 1.3.24

EFFECTIVE: 1.3.24

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.

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 Library Media Staff and ~~certified~~ licensed School Librarians.
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 by 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:
 - a. All complaints about Library Media Center materials shall be brought to the immediate attention of the School Librarian 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 to the Principal.
 - c. Upon receipt of the request, the Principal will form a committee made up of the School Librarian, 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 and decision to the complainant and the Superintendent. The report will be provided to the complainant within 30 school days of the original request. Additional time may be requested by the principal.
 - 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 within 30 school days of receiving the request to review the principal decision.
 - e. Should the complainant still remain unsatisfied, they may take the complaint to the School Board. The board shall hear the complaint in a fair and just manner. The Board shall render a decision within 45 school days of the hearing, which must include a summary of facts and basis for the decision. The Board's decision will be final.
 - 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.

SELECTION OF LIBRARY MATERIALS

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 freedom to read is essential to our democracy. The school library plays an important role in helping students to inquire, to study and evaluate information, and to gain new understandings and knowledge. This policy exists to ensure compliance with 16 V.S.A. § 1624, requiring that the _____ SU/SD affirm the importance of intellectual freedom, guided by the First Amendment to the U.S. Constitution, the Civil Rights Act of 1964, Vermont laws prohibiting discrimination in places of public accommodation, the American Library Association’s Freedom to Read Statement (June, 2004), Vermont’s Freedom to Read Statement (January, 2024), and reflect Vermont’s diverse people and history, including diversity of race, ethnicity, sex, gender identity, sexual orientation, disability status, religion, and political beliefs.

School library staff shall be responsible for curating and developing collections that provide students with access to a wide array of materials that are relevant to students’ research, independent reading interests, and educational needs, as well as ensuring such materials are tailored to the cognitive and emotional levels of the children served by the school.²

Definitions

For the purpose of this policy:

1. **Library Materials** include all materials considered part of the library collection, including but not limited to print, digital, and media production resources. Library materials may be found in both physical and virtual library spaces.
2. **Technology Integration** refers to the infusion of technology into the curriculum as a tool to enhance learning in a content area or multidisciplinary setting, enabling students to select technology tools to help them obtain information in a timely manner, analyze and synthesize the information, and present it in culturally, linguistically, and age-appropriate ways.³

Administrative Responsibilities

The superintendent or designee will:

¹ Act 150 (2024) requires boards to adopt a policy addressing the reconsideration and retention of school library materials (effective 7/1/2025)

² 16 V.S.A. § 1624(c)

³ SBE Rule 2110 (Definitions)

1. develop and implement procedures that address the selection of library materials and the provision of access to those materials. The superintendent or designee will develop procedures to address:
 - a. selection of materials;
 - b. deselection of materials⁴, prohibiting the removal of school library materials for the following reasons:
 - i. partisan approval or disapproval;
 - ii. the author’s race, nationality, gender identity, sexual orientation, political views, or religious views;
 - iii. school board members’ or members of the public’s discomfort, personal morality, political views, or religious views;
 - iv. the author’s point of view concerning the problems and issues of our time, whether international, national, or local;
 - v. the race, nationality, gender identity, sexual orientation, political views, or religious views of the protagonist or other characters; or
 - vi. content related to sexual health that addresses physical, mental, emotional, or social dimensions of human sexuality, including puberty, sex, and relationships.
 - c. donations of materials; and
 - d. reconsideration of materials

The superintendent or designee will ensure that the District provides services of a certified library media specialist as required in state standards.

<i>VSBA Version:</i>	<i>April 1, 2025</i>
<i>Date Warned:</i>	
<i>Date Adopted:</i>	
<i>Legal Reference(s):</i>	<i>United States Constitution, 1st Amendment Civil Rights Act of 1964, 42 U.S.C. § 1971 et seq. Vermont Public Accommodations Act 16 V.S.A. § 1624(b) (Prohibition of removal of library materials) 16 V.S.A. § 1624(c) (Library Staff Responsibility) State Board of Education Rules 2110-2114 (Definitions)</i>
<i>Cross Reference:</i>	<i>District Equity Policy Selection of and Access to Instructional Materials</i>

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⁴ 16 V.S.A. § 1624(b)

CODE D23

(Recommended)

SELECTION OF AND ACCESS TO INSTRUCTIONAL MATERIALS

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

Policy

It is the policy of the _____ School District (District) to provide students with a broad variety of instructional materials to support individual student learning. As such, instructional practices will include a range of evidenced-based instructional practices that most effectively improve student learning, as required by national and Vermont guidance and locally collected and analyzed student data.

Implementation

The District will use state standards as the basis for the development and selection of curriculum.¹ The board will establish and ensure the curriculum, which will be aligned with state standards.² Each school will enable students to engage annually in rigorous, relevant and comprehensive learning opportunities that allow them to demonstrate proficiency in all content areas.³

Administrative Responsibilities

The superintendent or designee will develop procedures to:

- 1) address the selection of and access to instructional materials in alignment with state standards⁴ and
- 2) respond to requests for reconsideration of instructional materials. All concerns regarding the selection of instructional materials will be directed to the superintendent for handling consistent with those procedures.

¹ See State Board of Education Rule 2111

² See State Board of Education Rule 2120.6 2120.7 and 16 V.S.A. § 261a(a)(1)

³ See State Board of Education Rule 2120.6

⁴ See State Board of Education Rule 2122.2

VSBA Version:	April 1, 2025
Date Warned:	
Date Adopted:	
Legal Reference(s):	16 V.S.A. §563 (14) (Powers of school boards) 16 V.S.A. § 261a(a)(1) (SU-wide Curriculum) State Board of Education Rule Series 2000 (Education Quality Standards)
Cross Reference:	Selection of Library Materials Curriculum Development and Coordination (SU) Responsible Computer Internet & Network Use

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