

U-32 Middle & High School Student & Family Handbook 2026-2027

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



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WCUUSD Mission

The WashingtonCentral Unified Union School District exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

WCUUSD Humanity & Justice Coalition Vision Statement

The Washington Central Unified Union School District is dedicated to taking concrete actions that provide a safer and more supportive learning environment that is free of barriers; one that affirms the identity of each of us and acknowledges and celebrates differences to create a sense of belonging for each person connected to our schools. The school district is committed to creating inclusive educational opportunities that are relevant both historically and culturally, addressing the impacts of bias, prejudice, and discrimination while building more opportunities for us to thrive rather than merely survive. This statement represents a commitment within our school district to acknowledge and end oppression and oppressive systems, to center our full humanity of all in our community, and to keep broadening our perspectives. These identities — including and not limited to race, color, religion, creed, national origin, ethnicity, marital status, family composition, sex, sexual orientation, gender identity, varying physical and mental abilities, and socioeconomic status — carry socially constructed meaning and value. Our commitment is to the development of cultural humility and personal growth that is best supported in a climate that respects differences and provides a sense of belonging and inclusion.

Welcome from the Principal

August, 2026

Dear U-32 Students and Families,

It is a privilege to be able to welcome you to the 26-27 school year - and to introduce the Student and Family Handbook. The procedures and information shared here are grounded in the district's mission, "to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities." As someone who grew up in Vermont and who has lived in other parts of the world, I am inspired by the idea of all of us making creative and meaningful contributions to our local communities and the broader world. I feel fortunate to be working with you and all of the faculty and staff to continue making this vision a reality. Looking forward to our partnership and collaboration.

T. Elijah Hawkes
Principal



U-32 Handbook At-A-Glance

This section provides a high-level summary of vital school operations, policies, and expectations. All summary points are hyper-linked/bookmarked to their comprehensive sections later in this document.

- **School Hours & Schedules:** Standard school hours for grades 7–12 are 8:00 AM to 2:50 PM, with early dismissal every Wednesday at 2:00 PM. Buildings open for student arrival at 7:30 AM.
- **TA Attendance:** Teacher Advisory (TA) is a vital part of U-32 culture. It provides every student with an adult advocate and a small, supportive peer community that lasts throughout their time here. Daily TA attendance is mandatory.
- **Attendance & Reporting Absences:** Parents/guardians must report student absences by 8:00 AM via phone (Ext. 5149) or email (releasenotes@u32.org). Unreported absences are categorized as unexcused. Truancy procedures initiate progress letters and interventions after 5 missed days.
- **Callback Block:** High school students attend Callback five days a week; middle school students attend four days a week. Attendance is mandatory, and scheduling/booking occurs weekly during Teacher Advisory (TA) blocks.
- **Cell Phone & Electronic Devices Policy:** The use of devices is not allowed during the school day at U-32. (Last year, high school students were allowed to use devices during non-academic time. This is no longer allowed.)
- **Dress Code Expectations:** Students may choose their style of dress, provided it does not pose a health/safety hazard, contain profanity, promotion of controlled substances, or demeaning messages. The administration holds final authority on appropriate attire.
- **Food Deliveries:** To preserve a safe and focused learning environment, third-party food deliveries (e.g., DoorDash, UberEats) are strictly prohibited for students during the academic school day.
- **Co-Curricular Eligibility:** Participation in sports and clubs is a privilege. High school participants must carry a minimum required course load (7 for underclassmen, 6 for juniors, 5 for seniors) and maintain full-day attendance on event days.
- **Student Conduct & Administrative Discretion:** U-32 prioritizes restorative practices wherever possible. However, the administration maintains full legal discretion to escalate disciplinary actions, modify standard consequences, apply progressive restrictions, or involve law enforcement based on the context and severity of any safety or behavioral infraction.

Leadership, Administration, & Governance

WCUUSD School Board

- **Board Chair:** Diane Nicols-Flemming
- **Board Members:** For a list of current representatives please visit the [district website](#).

Washington Central Unified Union School District Central Office Staff

- **Superintendent:** [Interim Acting Superintendents]
- **District Operations Manager:** Timothy Couture
- **Director of Curriculum, Instruction & Assessment:** Jennifer Miller-Arsenault
- **Director of Special Services:** Julia Pritchard
- **Business Administrator:** Susanne Gann
- **Food Service Director:** Ron Scholtz
- **Human Resources Director:** Heidi Dimick
- **District Facilities Director:** Chris O'Brien
- **District Information Technology Director:** David Rodgers

U-32 Administrative Leadership Team

- **Interim Principal:** Elijah Hawkes
- **Assistant Principal:** JB Hilferty
- **Assistant Principal:** Jarrod Weiss
- **Director of Student Services Director:** Lisa LaPlante
- **U-32 Director of Special Services:** Cat Wheeler

- **Athletic & Activities Director:** Derek Dunning
- **Food Services Manager:** Bradley Rice
- **Buildings & Grounds Director:** David Hannigan
- **Performing Arts Director:** Erin Galligan-Baldwin

Calendars and School Schedules

2026-2027 U-32 High School Schedule				
Monday	Tuesday	Wednesday	Thursday	Friday
TA	TA	Extended TA	TA	TA
8:00 - 8:10	8:00 - 8:10	8:00 - 8:30	8:00 - 8:10	8:00 - 8:10
CLASS 1	CLASS 1	CLASS 5	CLASS 1	CLASS 1
8:15 - 9:05	8:15 - 9:05	8:35 - 9:25	8:15 - 9:05	8:15 - 9:05
CLASS 2	CLASS 2	CLASS 6	CLASS 2	CLASS 2
9:10 - 10:00	9:10 - 10:00	9:30 - 10:20	9:10 - 10:00	9:10 - 10:00
CLASS 3	CLASS 4	CLASS 7	CLASS 3	CLASS 3
10:05 - 10:55	10:05 - 10:55	10:25 - 11:15	10:05 - 10:55	10:05 - 10:55
CLASS 4	CLASS 5	CALLBACK	CLASS 4	CLASS 4
11:00 - 12:23	11:00 - 12:23	11:20 - 1:05	11:00 - 12:23	11:00 - 12:23
LUNCH 1	LUNCH 1	LUNCH 1	LUNCH 1	LUNCH 1
11:00 - 11:30	11:00 - 11:30	11:55 - 12:30	11:00 - 11:30	11:00 - 11:30
LUNCH 2	LUNCH 2	LUNCH 2	LUNCH 2	LUNCH 2
11:53 - 12:23	11:53 - 12:23	12:30 - 1:05	11:53 - 12:23	11:53 - 12:23
CLASS 5	CLASS 6	CLASS 3	CLASS 6	CLASS 5
12:28 - 1:18	12:28 - 1:18	1:10 - 2:00	12:28 - 1:18	12:28 - 1:18
CALLBACK	CALLBACK	WEDNESDAY EARLY DISMISSAL at 2:00	CALLBACK	CALLBACK
1:21 - 1:55	1:21 - 1:55		1:21 - 1:55	1:21 - 1:55
CLASS 6	CLASS 7		CLASS 7	CLASS 7
2:00 - 2:50	2:00 - 2:50		2:00 - 2:50	2:00 - 2:50

2026-2027 U-32 Middle School Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
TA	TA		TA	TA
8:00 - 8:10	8:00 - 8:10	Extended TA	8:00 - 8:10	8:00 - 8:10
SSR	SSR	8:00 - 8:25	SSR	SSR
8:15 - 8:35	8:15 - 8:35		8:15 - 8:35	8:15 - 8:35
CORE 1	CORE 1	CLASS 5	CORE 1	CORE 1
8:35 - 9:15	8:35 - 9:35	8:30 - 9:20	8:35 - 9:15	8:35 - 9:15
CORE 2		CLASS 6	CORE 2	CORE 2
9:20 - 10:00	Movement Break	9:25 - 10:15	9:20 - 10:00	9:20 - 10:00
Movement Break	9:35 - 9:50	CLASS 7	Movement Break	Movement Break
10:00 - 10:15	CORE 2	10:20 - 11:10	10:00 - 10:15	10:00 - 10:15
CORE 3	9:55 - 10:55	LUNCH/RECES	CORE 3	CORE 3
10:20 - 11:00		S	10:20 - 11:00	10:20 - 11:00
CORE 4	CLASS 5	11:15 - 11:45	CORE 4	CORE 4
11:05 - 11:45	11:00 - 11:50		11:05 - 11:45	11:05 - 11:45
LUNCH/RECES	LUNCH/RECES	CORE 3	LUNCH/RECES	LUNCH/RECES
S	S		S	S
11:50 - 12:20	11:50 - 12:20	11:50 - 12:50	11:50 - 12:20	11:50 - 12:20
CLASS 5	CLASS 6	CORE 4	CLASS 6	CLASS 5
12:26 - 1:16	12:26 - 1:16	12:55 - 2:00	12:26 - 1:16	12:26 - 1:16
CALLBACK	CALLBACK	WEDNESDAY	CALLBACK	CALLBACK
1:21 - 1:55	1:21 - 1:55	EARLY DISMISSAL 2:00	1:21 - 1:55	1:21 - 1:55
CLASS 6	CLASS 7		CLASS 7	CLASS 7
2:00 - 2:50	2:00 - 2:50		2:00 - 2:50	2:00 - 2:50

Note: 2-Hour Delay, 11:40 AM Early Dismissal, and special 2:00 PM Dismissal schedules are maintained by the main office and posted via online resources.

Academics

School Hours (Grades 7–12)

- **Student Arrival Window:** 7:30 AM – 7:55 AM
- **Breakfast Availability:** 7:30 AM – 9:00 AM (Breakfast closed during TA 8:00-8:10)
- **High School Lunch:** 11:00 AM – 12:23 PM (M, T, Th, F) | 11:55 AM – 1:05 PM (W)
- **Middle School Lunch:** 11:50 AM – 12:23 PM (M, T, Th, F) | 11:55 AM – 1:55 PM (W)
- **Standard Dismissal:** 2:50 PM (*Wednesdays at 2:00 PM*)

Student Learning Outcomes and Transferable Skills

WCUUSD students will meet or exceed comprehensive proficiencies across two central domains:

1. **Core Knowledge Subjects:** Literacy; Mathematical Content and Practices; Scientific Inquiry; Global Citizenship; Physical Education and Health; Artistic Expression; and Financial Literacy.
2. **Transferable Skills:** Creative and Practical Problem Solving; Effective and Expressive Communication; Engaged Citizenship; Working Independently & Collaboratively; Informed, Integrated and Critical Thinking; and Self-Awareness and Self-Direction.

Registration Requirements

Please contact the Student Services office with any questions about the enrollment and registration process, which requires:

- **Proof of Residency:** Valid forms of documentation.
- **Identity & Legal Records:** Certified birth certificate alongside any relevant custodial orders or active safety alerts.
- **Medical Documents:** Official state-compliant immunization forms and medical directives.
- **Academic Records:** A signed release authorizing transfer of transcripts. IEP or 504 plans should be provided immediately to minimize transition gaps.

Full-Time / Part-Time Student Status

To hold full-time designation, minimum enrollment thresholds per semester apply: **9th–10th Grade:** 7 courses | **11th Grade:** 6 courses | **12th Grade:** 5 courses.

Students registered for fewer courses must file a Part-Time Student Request Form with the Director of Student Services.

Notice regarding Part-Time Status: Part-time status changes a student's access to certain opportunities and privileges: eligibility for Honor Roll, good-student insurance discounts, and co-curricular participation. Part-time students are not permitted to remain on campus during unassigned periods and must depart immediately after their last class.

Attendance, Chronic Absenteeism, and Restorative Support (Vermont Act 122)

At U-32 Middle and High School, we believe that consistent physical and intellectual presence in our learning community is foundational to academic achievement, social-emotional development, and lasting peer connections. We also recognize that student absences occur for a diverse array of legitimate reasons, ranging from acute medical illnesses and family emergencies to complex personal, academic, or emotional challenges.

In strict alignment with **Vermont Act 122 (H.930)**, U-32 has fundamentally shifted away from historical, punitive approaches to attendance—often referred to as "truancy enforcement"—and adopted a **preventative, restorative, and equity-centered support model**. Our overarching objective is never to punish students or penalize families for missed days. Instead, our mandate is to partner collaboratively with you to identify the underlying root causes of absence and systematically remove barriers to school participation.

Key Definitions: Chronic Absenteeism vs. Legal Truancy

To maintain transparency and equity across all grade levels, U-32 enforces a clear legal and procedural distinction between **Chronic Absenteeism** and **Truancy**. Understanding this distinction is essential for students and families:

Term	Legal & Policy Definition	Why We Track It & How We Respond
Chronic Absenteeism	Missing 10% or more of the total school days in a single academic year (approximately 18 days across a full school year, or roughly 2 days per month). <i>Crucial Note: This calculation includes ALL absences, whether they are Excused or Unexcused.</i>	Even excused medical absences result in lost instructional time and disconnection from classroom peers. Tracking total absences allows U-32 educators and counselors to offer proactive academic tutoring, emotional support, and schedule adjustments before a student falls significantly behind.
Truancy	Accumulating 20 or more UNEXCUSED absences in a school year (or across 175 consecutive school calendar days).	This is the statutory threshold established by the State of Vermont. At U-32, approaching this threshold triggers intensive, multi-disciplinary team support and family conferences. External legal or judicial referrals are considered only when all school-based restorative interventions have been thoroughly exhausted.

Attendance Reporting Procedures & Recognized Excused Absences

When a student is unable to attend school, open communication is vital. Parents, guardians, or adult students must notify the U-32 Attendance Office as soon as reasonably possible on the day of the absence.

U-32 ATTENDANCE OFFICE CONTACT INFORMATION:

Phone: **802-229-0321 ext. 5149**

Email: releasenotes@u32.orgs (Email by 8:00am)

Office Hours: 7:30 AM - 3:50 PM (Monday - Friday)

Please state the student's full name, grade, date of absence, and specific reason for missing school.

Under Vermont Act 122 and U-32 administrative policy, absences will be officially recorded as **Excused** under the following mandatory categories:

- **Personal Illness or Medical Recovery:** Physical illness, mental health recovery, or scheduled professional medical/dental appointments.
- **Family Emergencies:** A critical emergency, sudden illness, or bereavement/death involving a member of the student's immediate or extended family.
- **Safety & Emotional Well-Being:** Absences resulting from emotional distress, trauma, or safety concerns related to hazing, harassment, or bullying (while school administration and counselors actively work with the family to resolve the safety concern).
- **Religious Observances:** Participation in religious holidays, holy days, or cultural ceremonies.
- **Educational & Professional Opportunities:** Pre-approved learning experiences, college visits, job shadowing, or school-sponsored academic/athletic trips.
- **Legal & Judicial Requirements:** Mandated court appearances, administrative hearings, or related legal obligations.

*Note: Any absence not reported by a parent/guardian within **[Insert Timeframe, e.g., 48 hours]** of the missed school day, or falling outside these statutory categories (e.g., unapproved leisure vacations, oversleeping), will be documented as **Unexcused**.*

Planned Absences for Students - Students who know in advance that they will be absent for more than one day for field trips related to proficiency-bearing activities or family vacations need to complete a "Planned Absence" form. This form does not mean that the absences will be waived if the student exceeds 10 absences per semester.

U-32's Restorative Continuum of Support

In accordance with Act 122, U-32 employs a four-tiered, progressive support model designed to intervene early, build relational trust, and remove educational roadblocks:

1. **Tier 1: Universal Prevention & Early Advisor Outreach (5-8% Total Absence)**

When a student's total absences begin to trend toward 5% to 8% of the school year, the student's Advisor or classroom teacher will initiate informal, supportive check-ins. This outreach is designed to affirm that the student is missed, assess general well-being, and resolve minor challenges (e.g., temporary sleep schedule adjustments, minor assignment catch-up) before they escalate.

2. **Tier 2: Collaborative Attendance Support Plan (10% Chronic Absenteeism Threshold)**

If a student reaches or exceeds the 10% Chronic Absenteeism threshold (approx. 9 days in a semester or 18 days annually), the School Counselor and Advisor will invite the student and family to a collaborative support conference. Together, the team will design a formalized, written **Attendance Support Plan (ASP)**. This plan identifies specific attendance barriers—such as academic anxiety, peer conflict, transportation difficulties, or chronic health issues—and pairs them with targeted school resources (e.g., peer tutoring, modified deadlines, counseling check-ins, arrival adjustments).

3. **Tier 3: Intensive Multi-Disciplinary Team Support (15+ Unexcused Absences)**

If unexcused absences continue to accumulate toward 15 or more days despite a Tier 2 plan, the U-32 Student Support Team (comprising administration, school social workers, special educators, and counselors) will convene a comprehensive review. The team will assess whether evaluation for special education (IEP) or Section 504 accommodations is warranted, and connect the family with specialized wraparound community mental health and family support services.

4. **Tier 4: External Referrals as an Absolute Last Resort (20+ Unexcused Absences / Truancy)**

Under Vermont Act 122, U-32 is legally mandated to **exhaust all internal restorative interventions and attendance support plans** before considering any external legal involvement. Referrals to truant officers, the Department for Children and Families (DCF), or the State's Attorney are strictly reserved as an absolute last resort when all school- and community-based restorative efforts have been unsuccessful in securing a child's fundamental right to an education.

Continued Educational Access & Academic Continuity

A core tenet of Act 122 and U-32's philosophy is that a student experiencing attendance difficulties must never be doubly penalized by being locked out of their coursework. Regardless of the reason for absence—whether due to chronic medical illness, a structured attendance support plan, or a school-imposed disciplinary suspension—U-32 guarantees ongoing access to learning:

- **Asynchronous Access:** All course syllabi, daily assignments, reading materials & instructional resources are maintained/updated on the school's digital learning platform (Canvas/Google Classroom).
- **Coordinated Academic Tutoring:** For students on extended medical leave or attendance plans, school counselors will coordinate remote tutoring, flexible assignment pacing, or alternative assessments.
- **Welcoming Re-Entry:** When a student returns to school after an extended absence, teachers and advisors will prioritize relational reconnection and structured academic onboarding rather than immediate testing or punitive grading penalties.

Frequently Asked Questions for Families

Q: If my child has a doctor's note for every absence, can they still be considered "Chronically Absent"?

Yes. While medical notes ensure the absences are marked as *Excused* (meaning there is zero risk of legal truancy), missing 10% or more of the school year for any reason triggers our Chronic Absenteeism support process. This is not a disciplinary measure; it is simply our way of ensuring your child receives tutoring and scheduling flexibility to make up for lost instructional time.

Q: Can I take my child on a family vacation during the school year?

We strongly encourage families to schedule vacations during official school breaks. If an unavoidable trip occurs during school days, parents must submit a pre-approval request to school administration at least two weeks in advance. While administrators may approve educational trips under specific circumstances, general leisure travel is recorded as an unexcused absence.

Q: How does attendance impact athletic or co-curricular eligibility?

In accordance with U-32 student activities guidelines, students must attend school on the day of a practice, rehearsal, or contest to be eligible to participate that afternoon or evening, unless prior administrative approval (such as a scheduled medical appointment or family commitment) has been granted.

If your family is experiencing financial, transportation, medical, or emotional challenges that make getting to school difficult, please do not wait for an automated attendance alert. Reach out to your student's School Counselor or Advisor today so we can begin building a supportive partnership together.

Reporting Student Progress

Academic statuses, course summaries, and official learning markers are detailed via our Learning Management System (LMS) and Student Information System (SIS), **Infinite Campus**.

An **In-Progress ("I")** mark indicates insufficient evidence to verify course proficiency before the closing marking period. Students must coordinate immediately with their course instructor and Teacher Advisor (TA) to establish an approved remediation plan. For parent access credentials, contact Student Services at ext. 5147.

Graduation Requirements

Diplomas are conferred exclusively upon verified mastery of the designated Student Learning Outcomes (SLOs).

All issued materials, textbooks, technical instruments, and athletic gear must be returned, and structural fines settled, prior to commencement exercises. Cap, gown, and walking privileges may be withheld until obligations are clear.

Students tracking toward alternative completion structures (e.g., January graduation or Junior-year finish) must file an **Intent to Graduate Form** with Student Services before the final day of September.

Course Scheduling & Adjustments

The master calendar construction begins in December and January. Standard course drops or additions must be finalized prior to **the first day of school** to prevent instructional gaps.

- **Semester 1 Deadline:** Adds or drops close the day prior to the formal start of school in August.
- **Semester 2 Deadline:** Adjustments close exactly one day following the start of Semester 2.

Any adjustments authorized past these programmatic deadlines generate a **Withdrawn ("W")** notation on the student's transcript. Students remain legally and academically accountable for attending their original schedule until written counselor approval is logged.

Callback Operations

The purpose of "Callback" is to provide flexible time in the weekly schedule for students to do course work, get help from teachers, and sometimes meet with co-curricular groups. The U-32 High School calendar implements a 34-minute Callback block five days a week (Middle School operates four blocks weekly). Attendance across grades 7–12 is mandatory.

- **Scheduling:** Programmatic booking is conducted weekly during extended Wednesday TA blocks using *Enriching Students (ES)* software.
- **Priority Rule:** Core teacher requests ("Pre-Bookings") override general student choices. Pre-bookings cannot be altered unless authorized directly by the requesting instructor.
- **Accountability:** Students must arrive before the chime and bring all necessary academic supplies. Restroom passes, cafeteria trips, and unapproved changes of location are prohibited. If an assigned faculty monitor is absent, students must remain in that assigned room under sub-oversight.
- **Career Center (CVCC) Expectations:** CVCC students must register for a local Callback location (e.g., current U-32 instructor, assigned TA, or CVCC study hall). On-time arrival guidelines apply.

Student Life and Campus Services

The Teacher Advisor (TA) System

The Teacher Advisory system serves as our primary anchor for community, advocacy, and guidance. Every student is paired with a consistent staff member and peer cohort to navigate their middle or high school path. The TA acts as the principal point of contact between the home and the school district.

Arrival & Campus Access Regulations

The physical campus opens to students at **7:30 AM**. To ensure proper supervision, early entry is prohibited.

Before the **7:55 AM** bell, students are restricted to these designated zones:

- **High School:** Cafeteria, Atrium, Front Courtyard, and Library.
- **Middle School:** Cafeteria, Amphitheater, Library, and Middle School Courtyard.

Hallways, second-level, events lobby, downstairs music and athletics hallway, and classroom environments remain restricted until 7:55 AM. (Athletes may bring their equipment bags down to store in the locker room closet) Following dismissal, students must depart campus unless actively enrolled in an after-school program, club, or faculty-led session.

- High school students awaiting later practices may wait exclusively in the front atrium/exterior zones; loitering for events starting past 5:00 PM is prohibited.
- Middle school students may not remain on school grounds after hours without direct adult supervision.

Restrooms and Locker Rooms

All student conduct standards apply within restrooms and changing spaces. Vandalism, substance use, group loitering, and camera use are strictly prohibited. Spaces operate under a mandatory **one person per stall** rule.

After-School Activities, Socials, & Dances

Campus engagement privileges carry specific behavioral stipulations:

- **Jurisdiction:** The student code of conduct applies to all off-site events, away games, athletic meets, and student travel.
- **Attendance Threshold:** To participate in or attend an evening event, students must maintain full-day attendance across all scheduled classes, including TA, on that calendar day. Weekend events require full attendance on the immediate preceding Friday.
- **Suspension Restrictions:** Any student serving an active In-School or Out-of-School suspension is not permitted to be on school grounds, attend practices, performances, and co-curricular events.
- **Re-Entry Rule:** Once a participant exits a dance or social function, they are prohibited from re-entering the building and must leave the school grounds immediately.
- **Guest Authorization:** High school students may register one external student guest (grades 9–12) for dances by filing a formal background verification form with the Assistant Principal at least **four days** prior.

Dress Code Guidelines

Students maintain the right to individual self-expression through dress, provided choices maintain a safe, respectful educational environment. Attire is strictly prohibited if it:

- Promotes or depicts the use of alcohol, tobacco, cannabis, vaping, or controlled substances.
- Displays a graphic or text that demeans, harasses, ridicules, or exploits others based on protected categories.
- Contains profanity, explicit innuendo, graphic violence, or obscene gestures.
- Exposes targeted personal regions (e.g., chest, undergarments, buttocks).

Administrative Discretion Note: The campus administration reserves final authority to evaluate appropriate dress. Students whose dress is deemed out of compliance with expectation will be required to modify their clothing before returning to the learning environment.

Vape & E-Cigarette Environmental Sensors

To enforce smoke-free mandates, automated multi-sensor environmental detectors are installed in privacy zones, including restrooms.

- **Mechanism:** Detection of vapor triggers an immediate, time-stamped digital notification to the student support and administrative teams. Corresponding exterior safety cameras document individuals entering and exiting the space at that timestamp.
- **Response:** Administrative personnel will initiate a localized investigation, search procedures where supported by reasonable suspicion, parent/guardian notifications, and disciplinary/intervention sequences.

Campus Dining & Food Deliveries

The cafeteria is the primary zone for eating and drinking. Trays/food must remain inside the cafeteria. All community members are responsible for sorting remnants into waste, recycling, and composting bins.

Food Delivery Prohibition: To preserve safety and prevent structural disruptions, on-demand third-party meal deliveries (e.g., DoorDash, UberEats, Grubhub) are **strictly prohibited** for students during the regular school day. Office personnel will reject such drop-offs. Deliveries are permitted only after dismissal for authorized evening activities.

Unscheduled "Free" Time Regulations

Unscheduled blocks are an upper-level privilege for high school students. Students must remain within approved, supervised sectors:

- **Permitted Interior Zones:** Atrium, Cafeteria, and Library / Media Center.
- **Permitted Exterior Zones:** The front courtyard extending to the flag pole/sitting wall; the grassy quadrant bounded by the fire lane up to the Principal's exterior office line; and the basketball court area adjacent to the gym (provided visibility is maintained).

Emergency Closures and Inclement Weather

Cancellations and delayed starts are broadcast via the Infinite Campus Voice Messenger system, regional radio networks (WDEV, WSKI, WORK, WNCS), and televised on WCAX. *During a two-hour delayed start, bus routes shift exactly two hours later than standard times. Families must maintain accurate, current contact numbers within the Student Information System to ensure prompt updates.*

2026-2027 U-32 MIDDLE SCHOOL 2-Hour Delay Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
TA	TA	Extended TA	TA	TA
10:00 - 10:15	10:00 - 10:15		10:00 - 10:15	10:00 - 10:15
SSR	SSR	10:00 - 10:24	SSR	SSR
10:20 - 10:40	10:20 - 10:40		10:20 - 10:40	10:20 - 10:40
CORE 1	CORE 1	CLASS 5	CORE 1	CORE 1
10:45 - 11:12		10:29 - 10:58	10:45 - 11:12	10:45 - 11:12
CORE 2	10:40 - 11:25	CLASS 6	CORE 2	CORE 2
11:17 - 11:47	LUNCH/RECES S	11:03 - 11:37	11:17 - 11:47	11:17 - 11:47
LUNCH/RECES S	11:30 - 12:00	CLASS 7	LUNCH/RECES S	LUNCH/RECES S
11:50 - 12:20	CORE 2	11:42 - 12:17	11:50 - 12:20	11:50 - 12:20
CORE 3		LUNCH/RECES S	CORE 3	CORE 3
12:23 - 12:55	12:05 - 12:50	12:22-12:52	12:23 - 12:55	12:23 - 12:55
CORE 4	CLASS 5	CORE 3	CORE 4	CORE 4
12:59 - 1:31	12:49 - 1:29	12:55 - 1:25	12:59 - 1:31	12:59 - 1:31
CLASS 5	CLASS 6	CORE 4	CLASS 6	CLASS 5
1:34 - 2:10	1:34 - 2:10	1:30 - 2:00	1:34 - 2:10	1:34 - 2:10
CLASS 6	CLASS 7	WEDNESDAY EARLY DISMISSAL at 2:00	CLASS 7	CLASS 7
2:15 - 2:50	2:15 - 2:50		2:15 - 2:50	2:15 - 2:50

2026-2027 U-32 High School 2-Hour Delay Schedule

Monday	Tuesday	Wednesday	Thursday	Friday
TA	TA	Extended TA	TA	TA
10:00 - 10:15	10:00 - 10:15	10:00 - 10:24	10:00 - 10:15	10:00 - 10:15
CLASS 1	CLASS 1	CLASS 5	CLASS 1	CLASS 1
10:20 - 10:56	10:20 - 10:56	10:29 - 10:58	10:20 - 10:56	10:20 - 10:56
CLASS 2	CLASS 2	CLASS 6	CLASS 2	CLASS 2
11:01- 11:37	11:01- 11:37	11:03 - 11:37	11:01- 11:37	11:01- 11:37
CLASS 3	CLASS 4	CLASS 7	CLASS 3	CLASS 3
11:42 - 12:18	11:43 - 12:18	11:42 - 12:17	11:42 - 12:18	11:42 - 12:18
CLASS 4	CLASS 5	LUNCH / CALLBACK (L 11 & 12) (CB 9 & 10)	CLASS 4	CLASS 4
12:23 - 1:29	12:23 - 1:29		12:23 - 1:29	12:23 - 1:29
LUNCH 1	LUNCH 1	12:23 - 12:52	LUNCH 1	LUNCH 1
12:23- 12:53	12:23- 12:53	LUNCH / CALLBACK (L 9 & 10) (CB 11 & 12)	12:23- 12:53	12:23- 12:53
LUNCH 2	LUNCH 2		LUNCH 2	LUNCH 2
12:59 - 1:29	12:59 - 1:29	12:52 - 1:22	12:59 - 1:29	12:59 - 1:29
CLASS 5	CLASS 6	CLASS 3	CLASS 6	CLASS 5
1:34 - 2:10	1:34 - 2:10	1:27 - 2:00	1:34 - 2:10	1:34 - 2:10
CLASS 6	CLASS 7	WEDNESDAY EARLY DISMISSAL at 2:00	CLASS 7	CLASS 7
2:15 - 2:50	2:15 - 2:50		2:15 - 2:50	2:15 - 2:50

Student Lockers

Lockers are property of U-32 and subject to administrative inspection and/or search based on reasonable suspicion.

- **Assignment:** Lockers are assigned systematically (Middle School sectors for grades 7–8; High School corridors for grades 9–12).
- **Security:** Combinations must be kept confidential. The school district disclaims liability for missing personal items or cash kept in lockers.
- **Athletic Lockers:** Standard padlocks **must be school-issued models** that permit master-key access.
- **Clearance:** Lockers must be cleared entirely at the conclusion of each academic year; remaining materials will be discarded or donated.

Eighteen-Year-Old Student Guidelines

Students who reach the legal age of majority remain bound by all institutional regulations, attendance requirements, and behavioral expectations. Official school communications, reports, and disciplinary notifications will continue to be delivered to parents/guardians unless the student provides official verification that they are legally independent under Section 152 of the Internal Revenue Code. Independent status requires a formal administrative filing.

Student Vehicle & Parking Contracts

Driving to campus is a **privilege**. Operating a vehicle on school property requires a current student parking contract and the vehicle needs to be registered with the main office.

- **Prohibited Vehicles Spaces:** Vehicles parked in fire lanes, transit paths, or marked accessible spaces will be towed at the owner's expense.
- **Loitering Restrictions:** Students may not use vehicles as secondary lockers, loiter within parking zones, or consume meals in cars during the school day.
- **Retrieval Passes:** Students must secure a formal parking lot pass from the main office to retrieve forgotten items. Only one student is authorized per pass.
- **Offense Tiers:**
 - *1st Offense (Unauthorized Lot Presence / Pass Violation):* Safety warning issued.
 - *2nd Offense / Lot Non-Compliance:* 30-day revocation of driving and parking privileges.
 - *Subsequent Violations or additional major infractions:* 60-day revocation of parking privileges, vehicle ban, or immediate towing at owner/parent expense.

Transportation/Bus Service Available to Students

U-32 provides free bus transportation to students who live in the communities served by the school and who pre-registered. Students should be at the bus stop 10 minutes prior to the scheduled pick-up time. If the bus does not come to your student's stop, wait 10 minutes after the scheduled time before calling the school. Traffic or road conditions sometimes cause delays. Parents are responsible for students at the bus stop and for their promptness to board on time.

My Ride K12 is the district's transportation app / program. The district uses this app / website as our primary way to inform parents about their student's transportation information. We ask all parents/guardians to download the app or sign in through the website. This will be the way to see current bus information, as well as notifications about delays and cancellations. **We no longer use IC for bus/transportation information.**

Our URL is <https://myridek12.tylerapp.com> and our district name is WCUUSD.

Once you have installed the app or signed into the website, you will need to know the following three bits of information on your students to set up the program/app.

1. Student's ID Number - available in Infinite Campus (IC)
2. Student's first name
3. Student's last name

Each family will have two (2) primary accounts available. Each account can share their student(s) schedule with five (5) contacts (grandparents, day care provider, etc.). The app works on smartphones, tablets and computers.

Bus Routes

Bus schedules and routes are developed each year. Every effort is made to pick up and drop off students as close to their homes as is reasonably safe, practical and as time allows. Questions about bus routes should be directed to Sue Verchereau at 229-0321, ext. 5561.

Late Buses

U-32 Late Buses are available to students who participate in after-school. Late Buses leave U-32 at 4:40 p.m. The routes can be found at [Late Bus Schedules](#) on the U-32 website for times and drop-off locations.

Career Center Students Transportation

Students who attend the Central Vermont Career Center (CVCC) or Randolph Technical Career Center (RTCC) are subject to the policies of that center while there. When involved in or attending U-32 activities, and while traveling to or from the CVCC/RTCC in U-32 buses, students must comply with U-32 rules and regulations.

Many parents and students reached out about how the expectations of riding the U-32 CVCC bus has created difficulty at times. After spending time reviewing the expectations, input from parents and students, and ensuring the safety and care for our students, the following changes have been made to the expectations/handbook.

- If a student uses a school bus to get to U-32, or arrives on the U-32 campus in any manner, they must ride the U-32 bus to CVCC and RTCC.

- If students drive to CVCC first, they can then drive to U-32 for classes, however, they MUST arrive in time for callback. Spaulding requires students to have a parking pass, U-32 will not monitor students who have or do not have a parking pass.
- Students cannot transport any other students (U-32 or not) from U-32 to CVCC/RTCC or CVCC/RTCC to U-32.

If parents allow students to drive directly to CVCC, that student has not arrived on school grounds, and therefore not within our responsibility. The parent or guardian is accepting the responsibility for their child driving to and from CVCC/RTCC and U-32 in the morning and afternoon.

Privileges are subject to being revoked if students transport other students, engage in unsafe behavior from CVCC/RTCC to U-32, or lateness to callback becomes a concern.

Bus Expectations

U-32's responsibility for a student begins with his or her entry onto the bus in the morning and terminates with his or her exit from the bus at the end of the day. Students are expected to follow all school rules for behavior, as well as follow specific bus rules. A student reported to the administration by a bus driver for violating a rule may lose bus-riding privileges for a period of time. During this time, the parents or guardians of the student will be responsible for transporting the student to and from school. The school's C3 - Transportation Policy can be found in a link to the policy, at the end of this handbook, as well as on the WCUUSD website.

- Students shall follow the driver's directions at all times.
- Students must have a parent/guardian written note in order to ride on a different bus or, get on or off at a location different from their scheduled stop. All changes must be turned in to the main office via note or email to releasenotes@u32.org before 11:00 am and approved by the school office.
- Students will wait for a bus by remaining on the sidewalk/driveway. If there is no sidewalk/driveway, students will wait next to (but not in) the street.
- Students must wait until the bus comes to a full stop before boarding or leaving the bus. Students will remain properly seated at all times and not block the center aisle.
- Students will keep their hands, head, feet, and personal objects inside the bus at all times. Students will not deface or vandalize the bus or related equipment. Students that violate this rule will be required to pay for damages.
- Students will not engage in any conduct that disrupts the safe operation of the bus including but not limited to: consuming food or drink, littering or throwing items, possession of animals, harmful objects, large, sharp, or dangerous objects, shoving or fighting, using alcohol, tobacco or other drugs, yelling, shouting, the use of profanity, and/or inappropriate language or gestures.
- Upon arrival at school on a school bus, they are to enter the school lobby via the front door, immediately after exiting the bus. They are not permitted to go into the parking lots or other areas outside of the building, nor are they permitted to leave school grounds.
- If a student has a very large class project to transport to school, he or she should make arrangements with parents or guardians to get a ride.

Bus Discipline Procedures

School staff and bus drivers periodically review the "Expectations for School Bus Safety" with all students. If a student does not demonstrate appropriate bus behavior the following procedures will be used:

- Initial verbal reminder: The bus driver clearly states the bus behavior guidelines and the expectation that the student needs to follow in order to ride the bus.

- 1st referral: After verbal reminder(s), the bus driver (at her/his discretion) completes a behavior report form and delivers it to the principal or principal designee. Families may be contacted and based on the severity of the behavior report, the student may be suspended from the bus for up to 3 days.
- 2nd referral: The principal/designee will contact families, and based on the severity of the behavior report, the student will be suspended from the bus for up to five days.
- 3rd referral: The principal/designee will contact families. Multiple referrals could result in loss of riding privileges.

Driver responsibilities

- The bus driver is in charge of the students on the bus. Any or all students may be assigned seats.
- The bus driver will only allow authorized personnel and eligible students to ride or board the bus.
- Buses will stop only at established bus stops.

Contact Information for First Student, Inc.

1234 U.S. Route 2 Berlin, VT 05602 ~ Phone 229-4404. Call First Student directly at 229-4404 for bus issues after 4:00 pm.

Behavior, Rights and Responsibilities

Institutional Discretion Statement

Administrative Flexibility and Operational Guidelines: The disciplinary guidelines and responses outlined in this handbook serve as a standard framework for student expectations. To maintain a safe and orderly environment, school administration reserves the right to adapt, escalate, or modify disciplinary measures based on the specific context, severity, repeat nature, or impact of the misconduct. All disciplinary actions will be implemented in accordance with applicable laws and established school fair-hearing procedures..

Due Process Framework

Disciplinary evaluations conform to the Vermont Department of Education Regulation 4300 (Sections 4311-4313) and School Board Policy F1. Standard due process ensures:

1. **Presentation:** The student is fully informed of the specific behavioral charges.
2. **Hearing:** The student is provided an opportunity to present their perspective.
3. **Fairness:** Outcomes and assignments match the evidence.

Emergency Exception: If a student's presence poses an immediate threat to self, others, or institutional stability, administration may order immediate removal from campus. Formal notice and hearing procedures will follow as soon as practicable.

Behavioral Classification Matrix

Level 1 and 2 Infraction Examples (Typically Handled at Classroom/TA Level)	Level 3 Infraction Examples (Require Administrative Intervention)
Inappropriate Language: Low-intensity, non-directed profanity.	Verbal Aggression: Targeted profanity, harassment, or intimidation. (Profanity of any sort, directed at a faculty/staff member) Verbal Threat: Stated expression to cause physical or mental harm
Interpersonal Unkindness: Actions intended to cause minor distress.	Theft: Unauthorized removal or possession of another's property.
Minor Disruptions: Actions interfering with immediate instruction.	Controlled Substances: Possession, use, or distribution of drugs/alcohol.
Refusal to Cooperate: Brief, low-intensity non-compliance with staff.	Repeated, Refusal to Comply: Continued, intense non-compliance with staff, Dean of Students, and/or administration.
Minor Physical Contact: Minor roughhousing or "fooling around."	Property Destruction / Vandalism: Willful defacement of school property.
Technology Misuse: Unapproved personal electronic use during class.	Physical Aggression: Fighting or credible threats of physical harm.
Unauthorized Presence: Being in a restricted zone without a pass.	Insubordination: Defiant refusal to follow safety directives or reasonable requests from staff and/or administration.
Tardiness: Unexcused lateness to assigned environments.	Academic Integrity: Severe plagiarism, forgery, or cheating.
	Harassing / Bullying Behavior: Behavior targeting protected identities.
	Non-School Issued Devices: Cell phone, ear buds, or a personal device that connects to the internet are prohibited by law from bell to bell.

Restorative, Clear, and Fair Support for Every Student

At U-32, our goal is to create a safe, respectful, and supportive environment where everyone can learn. We believe mistakes are opportunities to learn and grow. When behaviors get off track, we use a **progressive framework**—focusing first on support and resetting, and moving to higher levels of intervention when necessary.

Proactive Supports: How We Set Everyone Up for Success

Before issues arise, our team works to create a positive environment:

- **Building Relationships:** Connecting with students and families early to establish trust.
- **Positive Presence:** Deans and RISE Coordinators being present in hallways and classrooms.
- **Targeted Support:** Using past patterns to ensure adult support is available where and when it's needed most.
- **Restorative Circles:** Offering class discussions to build community and resolve minor conflicts proactively.

Level 1: Classroom-Level Supports & Minor Adjustments

What it is: Minor, everyday disruptions or choices that get in the way of learning. These are handled directly between the student and the teacher in the classroom.

Examples of Behaviors

- Being off-task, unprepared, or distracted by phones/tech.
- Arriving late to class (less than 10 minutes).
- Minor disruptions, non-responsiveness, or minor physical "fooling around."
- Unkind words or low-level inappropriate language (not directed at anyone).

What Happens (Logical Next Steps)

Teachers will focus on helping the student reset and get back on track:

- Friendly reminders and redirects.
- A quick side-chat outside the classroom.
- In-class self-regulation breaks (e.g., quiet space, breathing break).
- A check-in with the student's Teacher Advisor (TA) or a phone call home to partner with parents.

Communication Loop:

- Teacher will inform TA with concerns and follow up with TA/admin as appropriate, please use teacher discretion.
- TA will determine the next steps, i.e. communicate with school counselor and/or AP

Level 2: Administrative Support & Guided Plans

What it is: Continued or repeated Level 1 behaviors, or more serious actions that significantly disrupt learning or safety. These involve school leadership working with the student and family to repair harm and create a success plan.

Examples of Behaviors

- Repeated Level 1 behaviors or refusal to cooperate.
- Cheating, plagiarism, or misuse of AI.
- Skipping class or chronic tardiness.
- Unkind behavior targeting specific groups or individuals.
- Swearing at someone (not including faculty), aggressive behavior, or physical altercations.
- Property damage or unauthorized use of technology

What Happens (Logical Next Steps)

Administration steps in to provide co-regulation, support, and accountability:

- **Parent Involvement:** A call home to discuss what happened & build a support/safety plan together.
- **Learning & Reflection:** Educational modules (focusing on impulse control, digital citizenship, empathy, or healthy choices).
- **Restorative Work:** A meeting with support staff to understand the impact of the behavior and repair relationships.
- **Support Consequences:** Temporary alternative space/breaks, after-school community time, or potential short-term In-School Suspension (ISS).

Communication Loop: IC referral initiates communication with AP or principal, who will follow up with teacher and TA with plan/consequences/parental contact.

Level 3: Serious Safety & Policy Concerns

What it is: Behaviors that pose a major risk to physical or emotional safety, break state laws, or involve severe/chronic refusal to follow school rules.

Examples of Behaviors

- Continued, severe non-compliance across Level 1 and 2.
- Use of profanity towards any employee or faculty member
- Leaving school grounds without permission.
- Substantiated bullying, harassment, or severe verbal/physical aggression.
- Possession, use, or distribution of drugs, alcohol, tobacco, or vapes.
- Possession or threat of a weapon.
- Significant vandalism or theft.
- Use of Non-School Issue Devices

What Happens (Logical Next Steps)

Immediate administrative action focused on safety, repair, and long-term planning:

- **Immediate Parent Notification:** Guardians are contacted immediately to partner on urgent safety planning.
- **Formal Consequences:** In-School Suspension (ISS), Out-of-School Suspension, or alternative program placement.
- **Long-Term Planning:** Safety plans, interagency support, or (for extreme situations) recommendations to the School Board.
- **External Reporting:** Where required by law, reports to civil services (DCF) or law enforcement.

Communication Loop: IC referral initiates communication with Principal/AP, who will follow up with teacher and TA with plan/consequences/parental contact. If a student is on a behavior or safety plan, the coordinator will communicate weekly with TA.

A Special Note on Teacher Advisory (TA) Attendance

Teacher Advisory (TA) is a vital part of U-32 culture. It provides every student with an adult advocate and a small, supportive peer community that lasts throughout their time here. **Because TA is crucial for student success, attendance is mandatory.** Skipping TA triggers direct follow-up from the advisor, administration, and home.

The Communication Loop: Keeping Everyone in the Loop

We believe discipline works best when staff, students, and families communicate clearly:

Teacher handles or reports behavior

↓

Administrator assigns support or consequence

↓

TA and Parents/Guardians notified with clear updates & next steps

- **Collaboration:** Whenever possible, people with needs and relationships relevant to an incident or behavior will be involved or consulted by administrators in addressing a concern, solving a problem, or repairing harm.
- **Transparency:** Whenever an administrative referral happens, parents and the student's TA will be notified with details, plans, and next steps.
- **Ongoing Support:** For students on individual safety or behavior plans, coordinators share weekly updates with their support team.

Academic Integrity and Generative AI Policies

Plagiarism is the act of representing the words, ideas, or intellectual property of another as one's own. Students must provide proper attribution for all borrowed content. Teachers will instruct students on how to cite sources in different formats, including research papers, presentations, digital content, etc.

Prohibited Conduct: The following actions constitute plagiarism and are subject to disciplinary action:

- Verbatim Copying: Transcribing text without the use of quotation marks and formal citations.
- Improper Paraphrasing: Altering minor word choices while maintaining the original source's structure or logic without credit.
- Idea Appropriation: Utilizing specific concepts, phrases, or theories without acknowledging the source. It is also prohibited to buy, steal, or borrow an essay or assignment from any source or individual and represent it as your own.
- Unauthorized AI Generation: Unless explicitly authorized by the instructor for a specific task, the use of generative AI tools to produce coursework, papers, code, or assessments is strictly prohibited. Submitting AI-written content as your own original work is a direct violation of academic integrity.

*The above definition of terms is an adaptation from the 26-27 student handbook in the Orange Southwest Supervisory Union:

<https://resources.finalsite.net/images/v1787060808/orangesouthwestorg/rrrtw3q6bjgafg0uytze/26-27RUMHSStudentHandbook.pdf>

Consequences: Most infractions will trigger behavioral interventions and students will be asked to demonstrate proficiency through their own words and efforts.

Hazing, Harassment, Bullying (HHB), & Title IX Compliance

Every community member maintains the right to a safe learning environment free from discrimination, sexual harassment, and intimidation.

- **Title IX Mandates:** Per Title IX of the Education Amendments Act of 1972 ("Title IX") the District does not discriminate on the basis of sex in its educational programs and activities, including employment and admissions. All forms of sex-based discrimination, including sexual harassment, are prohibited in the District. A District with actual knowledge of sexual harassment in an educational program or activity of the District against a person in the United States must respond promptly in a manner that is not deliberately indifferent. A District is deliberately indifferent only if its response to sexual harassment is clearly unreasonable in light of the known circumstances. A District may be deemed to have been deliberately indifferent based on its restriction of rights protected under the U.S. Constitution, including the First, Fifth and Fourteenth Amendments.
- **HHB:** The Washington Central Unified Union School District 1 (hereinafter "district") is committed to providing all of its students with a safe and supportive school environment in which all members of the school community are treated with respect. It is the policy of the district to prohibit the unlawful harassment of students based on race, color, religion, creed, national origin, marital status, sex, sexual orientation, gender identity or disability. Harassment may also constitute a violation of Vermont's Public Accommodations Act, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, and/or Title IX of the federal Education Amendments Act of 1972. It is also the policy of the district to prohibit the unlawful hazing and bullying of students. Conduct which constitutes hazing may be subject to civil penalties. The district shall address all complaints of harassment, hazing and bullying according to the procedures accompanying this policy, and shall take appropriate action against any person - subject to the jurisdiction of the board - who

violates this policy. Nothing herein shall be construed to prohibit punishment of a student for conduct which, although it does not rise to the level of harassment, bullying, or hazing as defined herein, otherwise violates one or more of the board's disciplinary policies or the school's code of conduct. The procedures are expressly incorporated by reference as though fully included within this policy. The procedures are separated from the policy for ease of use as may be required.

- **Designated Investigators:** To initiate a formal HHB or Title IX inquiry, contact the following certified personnel:
 - **Elijah Hawkes - Principal** (HHB Coordinator): 802-229-0321 ext. 5127
 - **Jarrood Weiss- Assistant Principal** (HHB Investigator): 802-229-0321 ext. 5159
 - **JB Hilferty - Assistant Principal** (HHB Investigator): 802-229-0321 ext. 2241
 - **Lisa LaPlante - Director of Student Services** (Student Title IX Coordinator): 802-229-0321 ext. 5115
 - **Julia Pritchard - WCUUSD Director of Special Services** (Staff Title IX Coordinator): 802-229-0321 ext. 1308

Substance Use Tiers and Enforcement

The possession, consumption, manufacture, or distribution of alcohol, non-prescribed controlled substances, tobacco, nicotine products, cannabis, and related delivery paraphernalia (including e-cigarettes/vapes) is strictly prohibited.

Standard disciplinary tracks follow a progressive structure, subject to administrative adjustments:

First Offense Tiers

- **General Track:** Immediate suspension. The student must complete an approved substance screening and assessment via a certified external counselor within two weeks at the family's expense. A mandatory restorative re-entry conference involving administration, the student, parents, and the Substance Assistance Program (SAP) counselor must occur before reinstatement. Student driving privileges are suspended for 30 school days.
- **Co-Curricular Track:** Immediate suspension from all co-curricular activities for a minimum of one week.. The student must attend meetings as a non-participant, followed by a mandatory one-week probationary track prohibiting competition or performance. Reinstatement requires verification of compliance with all assessment recommendations.

Second Offense Tiers

- **General Track:** Immediate suspension for up to 10 school days. A mandatory behavioral contract will be established for the remainder of the school year. Campus driving privileges are revoked for 30 to 60 school days.
- **Co-Curricular Track:** Immediate removal from the sport, club, or performance group, alongside total loss of co-curricular eligibility for up to **one full calendar year**.

Third Offense Tiers

- **General Track:** Immediate suspension pending a formal manifestation review (for qualifying students with disabilities) or a formal School Board Expulsion Hearing. Expulsion terms may

extend to the end of the current academic year or up to 90 school days. Re-entry requires certified external therapeutic clearance, a comprehensive review, and a binding behavioral plan. Campus driving privileges are revoked for **one full calendar year**.

- **Co-Curricular Track:** Revocation of all co-curricular eligibility across the student's career. Students may file a formal request for reinstatement to the Principal after one calendar year.

Transmission / Distribution of Controlled Substances

Any student verified to be selling, manufacturing, supplying, or facilitating transactions involving controlled substances, prescription drugs, or drug paraphernalia on school property will face the following immediate actions:

1. **Law Enforcement:** Immediate notification to police authorities (with administrative discretion reserved for minor non-prescription transfers).
2. **Suspension & Re-Entry:** Immediate suspension up to 10 days. Re-entry requires complete external substance assessments, a reentry planning meeting and other potential constraints.

Search and Seizure Protocols

Searches may be conducted only upon reasonable suspicion that the search will uncover evidence that a student has violated a school rule or policy, or has violated the law, including possession of contraband. Searches will be conducted within the law, will meet the requirements of the state and federal constitutions, and in the least invasive manner possible.

Procedural Mandates

- **Verification:** Administrators must complete the official *Search & Seizure Checklist*.
- **Witness Presence:** All property, locker, and vehicle searches must be conducted by an administrator and witnessed by a secondary adult staff member.
- **Possessions & Person:** Searches of personal effects (e.g., bags, pockets) require the student to empty items. Pat-downs must be performed by an administrator of the same biological sex and witnessed by an adult of the same sex.
- **Refusal:** If a student refuses to permit a valid vehicle search, the vehicle will be contained on school property, and law enforcement will be contacted to secure a formal search warrant.

Technology

Personal Cell Phone and Electronic Device Policies

All personal electronic devices, including cell phones, smartwatches, wireless earbuds, and any device that can be connected to the internet are prohibited “bell to bell” according to Vermont law (Act 72).

Devices must remain at home, in vehicles, stored in the office, or powered off and concealed at all times between 8:00am and 2:50pm (2:00 PM on Wednesdays). If a student violates this expectation, the following consequences will be instituted by an Administrator:

- **1st Offense:** Administrator confiscation; parent/guardian must come to school to retrieve device.
- **2nd Offense:** Administrator confiscation parent/guardian must come to school to retrieve device; *Suspension (ISS or OSS) of one (1) day.*
- **3rd Offense:** Administrator confiscation Confiscation by staff; parent/guardian must come to school to retrieve device; *Suspension (ISS or OSS) for more than one (1) day.*
- **Refusal Protocol:** Refusal to surrender a device to staff constitutes insubordination. Parents/Guardians will be called and Administration will follow the above consequences.

* Administration has discretion with regards to In-School or Out-of-School suspension and discipline.

Frequently Asked Questions can be found at this link: [Cell Phones & Personal Electronics: Frequently Asked Questions](#)

Responsible Computer & Internet Use

Network and district-issued device access are conditional privileges governed by Board Policy D3.

- **Monitoring:** The district utilizes automated monitoring software and internet content filters to block obscene or inappropriate material in compliance with federal law. Automated alerts notify the IT Director of attempts to bypass security structures.
- **Prohibitions:** Students may not install unauthorized software, alter local network configurations, or introduce external scripts. Accessing or distributing explicit, defamatory, or illicit content will result in immediate termination of network access privileges and administrative discipline.

Drones / Unmanned Aerial Systems

The deployment or operation of drones on school property or over athletic complexes is strictly prohibited without prior written authorization from the campus administration.

Video Surveillance Operations

Security cameras are active across interior common pathways, stairwells, main portals, and exterior perimeters to preserve community safety.

- **Privacy Zones:** Camera installation is prohibited within restrooms, locker spaces, private changing areas, and standard classrooms.
- **Surveillance Data:** Video data records visual footage exclusively; audio recording is restricted to transportation buses. Footage remains confidential under the protection of the Family Educational Rights and Privacy Act (FERPA) and may be reviewed by administration for disciplinary or safety investigations.

Co-Curricular & Student Activities

Philosophy and Framework

Co-curricular options are designed to enhance learning, foster collaborative engagement, and build community connections. While participation is encouraged, involvement remains a privilege conditional upon meeting all academic and behavioral standards.

Class and Organization Funding

Any student group or class board organizing fundraisers, coordinating purchases, or executing vendor agreements must secure the explicit authorization of their certified Faculty Advisor and final approval from the Assistant Principal. All collected funds must be submitted to the Main Office bookkeeping station immediately for secure deposit.

Academic Eligibility for Co-Curricular Participants

To maintain active eligibility for practices, games, performances, and club travel, students must meet the following baseline metrics:

- **9th & 10th Graders:** Must be actively enrolled in at least 7 courses.
- **11th Graders:** Must be actively enrolled in at least 6 U-32 courses. (Dual enrollment, VTVLC classes count towards the total of 6 or full enrollment at career & technical centers.
- **12th Graders:** Must be actively enrolled in at least 5 U-32 courses or enrolled at Early College or full enrollment at career & technical centers.
- **Attendance Stipulation:** A student must maintain full-day attendance across all scheduled blocks, including TA and Callback, on the day of any co-curricular activity to participate.
- **The Friday-Saturday Rule:** A student who records an unexcused absence on a Friday is ineligible for Saturday competitions, scrimmages, or performances unless explicit clearance is granted by the Athletic Director on Friday.
- **Physical Education Link:** Any student sidelined from a regular Physical Education class due to injury or medical restrictions is barred from participating in athletic practices or games on that day.
- **Behavioral Blocks:** Students cannot participate in co-curricular activities on days they are serving assigned LOFT, Community blocks, In-School Suspensions, or Out-of-School Suspensions.
- **Unexcused Class Cuts:** Recording an unexcused class cut results in immediate ineligibility for the next scheduled practice, match, or performance.

Family and Community Engagement

Parent Portal Accountability

Families must actively monitor student progress, schedules, and attendance metrics using the Infinite Campus Parent Portal. Parents and guardians must update residential changes, emergency contact numbers, and email coordinates directly through the digital portal interface to maintain accurate communication lines.

Visitor Governance Policies

To ensure campus safety, all parents, community members, and guests must adhere to the following access rules:

- **Access Control:** All entry during the school day occurs exclusively through the primary front doors via an automated buzzer system.
- **Sign-In Mandate:** Visitors must report to the Main Office, log their presence, secure a visible Visitor's Pass, and remain with their designated staff host throughout their stay.
- **Staff Conferences:** To meet with teachers, counselors, or administrators, an appointment must be scheduled prior to arrival.
- **Student Dismissal:** Early dismissal notifications should be routed to releasenotes@u32.org. Parents are asked to wait outside the primary entrance doors to receive their student.
- **Alumni Access:** Former students wishing to visit faculty must coordinate an appointment before arriving on school grounds.

Domestic Animal Policy

Following Vermont Department of Health safety recommendations, companion pets and domestic dogs are prohibited from entering school real estate and athletic fields. This restriction does not apply to certified service animals or approved, pre-authorized therapy dogs.

Media Interactions and Refusal Rights

External media organizations periodically cover educational programs at U-32. Parents maintain the right to exclude their children from media exposure. If you prefer your student not be photographed, filmed, or interviewed by external press agencies or featured in district digital publications, you must submit a formal written notice of refusal to the Student Services Office annually.

Student Supports & Interventions

Multi-Level Systems of Support (MLSS)

WCUUSD organizes intervention services through a structural tiered model to ensure equity of resource access:

1. **Tier 1 (Core Classroom Instruction):** High-quality, evidence-based differentiated instruction provided within the standard classroom environment, guided by clear learning targets.
2. **Tier 2 (Targeted Short-Term Group Interventions):** Small-group instruction for students requiring additional academic or behavioral support. Monitored over 6-week cycles; managed by the Educational Support Team (EST).
3. **Tier 3 (Intensive Individualized Support / Special Education):** Individualized educational programming (IEP) or 504 accommodation structures designed for qualifying students with documented disabilities.

Special Services Contact

For questions regarding parental rights in special education or evaluation paths, contact the WCUUSD Director of Special Services (Julia Pritchard at 802-229-0553) or the Assistant Principal of Special Services (Cat Fair at 802-229-0321 ext. 5131).

McKinney-Vento Homelessness Safeguards

The federal McKinney-Vento Act guarantees immediate educational access, transport stability, and intervention services for students experiencing housing displacement or homelessness (including transitional shelters, shared housing, or temporary motel stays). For confidential assistance, contact the WCUUSD Homeless Liaison, Julia Pritchard, at **802-229-0553 ext. 1308** or email jpritchard@u32.org.

Student Health & Wellness

Medical Attendance Guidelines

The health suite is managed by a registered school nurse from 7:45 AM to 3:15 PM. To protect the collective health of our community, students must be kept home or will be excluded from school if they exhibit any of the following baseline conditions:

- **Fever:** Any temperature reading exceeding 100°F (37.8°C). *Students must remain fever-free for a minimum of 24 hours without the assistance of fever-reducing medications before returning.*
- **Emesis / Diarrhea:** Active vomiting or diarrhea. *A 24-hour symptom-free window must pass before returning.*
- **Ocular Discharge:** Redness, swelling, or purulent drainage from the eyes. Medical clearance is required to rule out contagious conjunctivitis.
- **Active Infections:** If a student is undergoing laboratory screening for a communicable infection (e.g., Strep, Influenza, Pertussis), they must remain home until negative results are confirmed or provider clearance is documented.

Medication Administration Protocols

All medications (prescription & over-the-counter) must be stored and managed within the health office lockbox.

- **Exceptions:** Emergency epinephrine auto-injectors and quick-relief rescue inhalers may be carried by the student *only* if a valid self-carry medical order and parent authorization are on file in the health office.
- **Prescription Requirements:** Requires both a certified clinician's signed directive and a written parental authorization form. Medications must arrive in their original pharmacy packaging. Unlabeled containers, baggies, or loose pills will not be administered.
- **Delivery Mandate:** All medications must be delivered to the nurse's office directly by a parent, guardian, or designated adult. Students are prohibited from transporting medications on buses.
- **End-of-Year Clearance:** Remaining medications must be picked up by an adult before the final teacher contract day in June. All unclaimed medical compounds will be destroyed.

Board Policies and Disclosures

Structural Policy Access

The complete, unedited Policy Manual of the Washington Central Unified Union School District contains detailed legal parameters concerning student records, civil rights protections, and institutional operations. The complete index is accessible via the [district website](#).

Title I Notifications & Parent Rights

As a recipient of federal Title I funds, WCUUSD outlines the following parent notification rights:

1. **Assessment Opt-Out Policies:** Parents may request detailed information regarding state, local, or federal mandated testing schedules, including authorized regional procedures regarding student opt-out rights.
2. **Teacher Qualifications:** Parents may request verification of the professional licensing credentials of their student's classroom teachers and paraprofessional staff.
3. **Licensure Waiver Alerts:** The district will provide timely notifications to families if a student is instructed for four or more consecutive weeks by an educator who does not hold a valid state license or certification waiver for that specific grade level or subject domain.