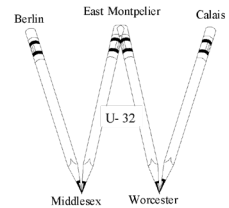


Washington Central Unified Union School District

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 21, 2026
4:45-6:15 PM
U-32 Middle & High School
930 Gallison Hill Rd.
Montpelier, VT
(In-person & Virtual)**

Virtual Meeting Information

<https://tinyurl.com/4vdk84z5>

Meeting ID: 822 4220 5360

Password: 731795

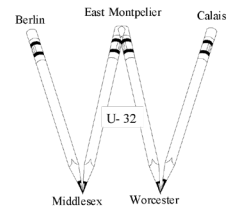
Dial by Your Location: 1-929-205-6099

1. Call to Order
2. Approve Minutes of 9.16.26 - pg. 2
3. Review and discuss VSBA Policy Audit - pg 4
4. Review [Policy Timeline](#) (Discussion/Action)
5. Public Comments
6. Future Agenda Items
 - 6.1. Next Meeting: 11.18.26
7. Adjourn

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WCUUSD Policy Committee 9.16.26 4:45PM-6:15PM

(In-Person & Virtual)

Present: Ursula Stanley, Flor Diaz Smith, Jen Miller-Arsenault, Judy Buchanan, Elizabeth Brown
Linda Gray, Lila Richardson, East Montpelier Select board

1. **Call to Order:** Ursula Stanley called the meeting to order at 4:51pm.
2. **Approve Minutes of 6.3.26:** Judy Buchanan moved to approve the minutes of June 3, 2026. Seconded by Flor Diaz Smith, this motion carried unanimously.
3. **Review Policy Work plan & Policy Timeline:**
 - 3.1. **D2 Grade Advancement: Retention, Promotion and Acceleration of Students (Revisited):** The version in the packet was not the red-lined version for committee consideration tonight. Ursula Stanley had stated that this policy is largely regulated by parents - it is up to parents to bring it to the forefront. She asked how the board knows that the policy is being followed. Some discussion followed around comparing the policy with the procedure. The committee decided to hold off on the D2 policy until we can locate the red-lined version. Jen Miller-Arsenault asked for some clarification about the VSBA policy review. Flor Diaz Smith explained that the VSBA can do a policy review; in a previous meeting it had been decided to engage in this. However, follow up may not have happened with the transition in administration and administrative assistant. An email from VSBA had been received today which Flor had forwarded to the acting superintendents, to begin the work. A contract has been signed for them to complete the policy review work. Some discussion followed around the possibility of beginning work on curriculum policies. Committee members recalled the work from the past few meetings and talked about where to begin to work forward. Jen Miller Arsenault suggested that the first best step is to accept the work that VSBA has been contracted to do for policy review. Ursula recalled that in May or June we had made the decision to organize policies and procedures together - not that the board or the committee influences procedures, but to help organize and understand policies. Some policies can be found linked to procedure.
 - 3.2. **D3 Responsible Computer, Internet, & Network Use**
 - 3.3. **E1: Title I Parental Involvement Compacts**
 - 3.4. **Curriculum Policies**

3.5. Policy on Relocating Students: Committee members considered this draft, and as this is not a policy that was requested by the committee or by the board, it was decided to wait until we have some context about this.

3.6. AI Policy

4. Public Comments: Linda Gray stated that she was hoping the board would get to the Relocating Students policy. She asked whether VSBA has made any progress yet on the work that was contracted. Ursula Stanley stated that this is the first glance the committee has had on this policy. Tonight our committee chair is absent so we are hesitant to begin work on it and don't have context about where this draft originated. Linda Gray asked that the committee consider a date that is earlier than May when relocating students; she stated that this past year, the timeline was difficult for families.

5. Future Agenda Items:

5.1. Follow up regarding VSBA policy review

Jen Miller Arsenault stated that on or before December 15th we are going to need a new policy on Hazing Harassment and Bullying. She had attended a training along with others from WCUUSD; she stated that what will be coming is a refinement in order to make the policy more effective to enact.

5.2. Next Meeting: October 21, 2026

6. Adjourn: Judy Buchanan moved to adjourn at 5:28; seconded by Flor Diaz Smith, this motion carried unanimously.

Respectfully submitted,

Lisa Grace, Committee Recording Secretary

October 7, 2026

Policy Committee
Washington Central Unified Union School District
1130 Gallison Hill Road
Montpelier, VT 05602

Re: Policy Review

Dear Colleagues,

Please find enclosed the recent policy review we received.

Thank you for your kind attention to this matter. Please call with any questions you may have.



Thanks much. Chris

Enc.

VERMONT SCHOOL BOARDS ASSOCIATION

TO: Diane Nichols-Fleming, WCUUSD Board Chair
 FROM: Mark Koenig, VSBA Director of Policy Services and Legislative Affairs
 DATE: October 6, 2026
 RE: WCUUSD Policy Audit: Review of Required Policies
 CC: Jen Miller-Arsenault and Alicia Lyford, Acting Superintendents

The Washington Central UUSD (WCUUSD) Board requested an audit of its required and recommended policies. This memo summarizes findings from the audit of the WCUUSD **required** policies; a summary of findings from an audit of the recommended policies will follow.

As a reminder, the VSBA lists model policies as “required” when a state or federal law or regulation states, or a regulatory agency advises, that a school district has a policy governing its activities in a certain area. VSBA model policies include appropriate legal citations for reference.

WCUUSD has 35 of 36 required policies. WCUUSD also has 3 policies that are not required (see notes for more information). Overall, your current policies are up-to-date and fully comply with the law. The following table lists every required model policy, code and name, its corresponding WCUUSD policy code and name, and notes on whether the policy should be updated, adopted, or needs no action at this time. A more detailed explanation of the action items follows this table. Please be advised that the AOE has recently released revised versions of B8 and C10.

VSBA Code	VSBA Required Policy Name	WCUUSD Policy Code and Name	Action Items
A1	Board Member Conflict of Interest	A1 <u>Board Member Conflict of Interest</u>	Review and update (see note)
B1	Substitute Teachers	B1 <u>Substitute Teachers</u>	Review and update (see note)
B2	Volunteers and Work Study Students	B2 <u>Volunteers and Work Study Students</u>	Review and update (see note)
B3	Alcohol & Drug-Free Workplace	B3 <u>Alcohol and Drug Free Workplace</u>	Review and update (see note)
B4	Drug & Alcohol Testing: Transportation Employees	B4 <u>Mandatory Drug & Alcohol Testing- Transportation Employees</u>	Possible update (see note)

B5	Employee Unlawful Harassment	B5 <u>Employee Unlawful Harassment</u>	Review and update (see note)
		B6 <u>Health Insurance Portability & Accountability Act Compliance (HIPAA)</u>	Remove (see note)
B7	Tobacco Prohibition	B7 <u>Tobacco Prohibition</u>	Review and update (see note)
B8	Electronic Communications between Employees & Students (NOTE: this is an AOE issued policy)	B8 <u>Electronic Communication between Employees and Students</u>	Review and update (see note)
C1	Education Records	C1 <u>Student Education Records</u>	Review and update (see note)
C2	Student Alcohol & Drugs	C2 <u>Student Alcohol and Drugs</u>	Review and update (see note)
C3	Transportation	C3 <u>Transportation</u>	Review and update (see note)
C4	English Learners	C4 <u>English Learners</u>	None (see note)
C5	Firearms	C5 <u>Weapons/Firearms</u>	Review and update (see note)
C6	Participation of Home Study Students	C6 <u>Home Study Students</u>	None
C7	Student Attendance	C7 <u>Student Attendance</u>	Watch (see note)
C8	Pupil Privacy Rights	C8 <u>Pupil Privacy Rights</u>	Review and update (see note)
C9	Local Wellness Policy (NOTE: this is an AOE issued policy)	C9 <u>Nutrition and Wellness</u>	Review and update (see note)
C10	Prevention of Harassment, Hazing and Bullying of Students Policy (NOTE: this is an AOE issued policy)	C10 <u>Prevention of Harassment, Hazing & Bullying of Students</u>	Review and update (see note)

C11	Student Freedom of Expression	C11 <u>Student Freedom of Expression School-Sponsored Media</u>	Review and update (see note)
C12	Prevention of Sexual Harassment as Prohibited by Title IX	C12 <u>Prevention of Sexual Harassment as Prohibited by Title IX</u>	None
C13	Students Who are Homeless	C13 <u>Homeless Students</u>	Review and update (see note)
C14	Policy on Section 504 and ADA Grievance Protocol for Students and Staff	C14 <u>Section 504 and ADA Grievance Protocol for Students & Staff</u>	Review and update (see note)
C15	Student Conduct and Discipline	C15 <u>Student Conduct & Discipline</u>	Review and update (see note)
C16	Student Use of Cell Phones (NOTE: this is an AOE issued policy)	Missing	Adopt (see note)
D1	Proficiency Based Graduation Requirements	D1 <u>Proficiency Based Graduation Requirements (PBGRs)</u>	Review and update (see note)
		D2 <u>Grade Advancement: Retention, Promotion & Acceleration of Students</u>	Remove (see note)
D3	Responsible Computer, Network and Internet Use	D3 <u>Responsible Computer, Internet & Network Use</u>	Review and update (see note)
D4	Title I Comparability	D4 <u>Title I Comparability</u>	Review and update (see note)
D5	Animal Dissection	D5 <u>Animal Dissection</u>	Review and update (see note)
D6	Class Size Policy	D6 <u>Class Size</u>	Review and update (see note)
		D7 <u>Special Education</u>	Remove (see note)
D8	Selection of Library Materials	D8 <u>Selection of Library Materials</u>	None
E1	Title I, Part A, Parent & Family Engagement (NOTE: this is an AOE issued policy)	E1 <u>Title I Parental Involvement Compacts</u>	Review and update (see note)

F1	Travel Reimbursement	F1 <u>Travel Reimbursement</u>	Review and update (see note)
F2	Policy on Nondiscriminatory Mascots and School Branding (NOTE: this is an AOE issued policy)	F2 <u>Nondiscriminatory Mascots & Branding</u>	None
F3	Options-Based Response to Violent Intruder Drills, Fire Drills, and Emergency Preparedness	F3 <u>Fire & Emergency Preparedness Drills</u>	Review and update (see note)
F4	Access Control and Visitor Management	F4 <u>Access Control and Visitor Management</u>	None
F5	Behavioral Threat Assessment Teams (NOTE: this is an AOE issued policy)	F5 <u>Behavioral Threat Assessment</u>	None (see note)

Below is a more detailed explanation of the findings. Please note that all of the model policies issued by the VSBA go through a legal review. If, after reviewing the results of this audit, you decide that you do not want to align a particular policy to our model policy, I recommend having your district's attorney review the policy.

A1 Board Member Conflict of Interest – Your current policy was adopted in January 2023. The VSBA issued a revised model policy on board member conflict of interest in August 2023. The revisions were mainly formatting changes, but also revised the definition of “conflict of interest” and the list of standards. I recommend that you adopt the latest version of the VSBA model policy.

B1 Substitute Teachers – Your current policy was adopted in 2020. The VSBA issued a revised model policy on substitute teachers in September 2026. The revisions refined administrative responsibilities and made minor formatting changes. I recommend that you adopt the latest version when this policy comes up again in your review cycle.

B2 Volunteers and Work Study Students – Your current policy was adopted in 2020. The VSBA revised this in August 2023. The revisions were substantial with regard to the definitions and Administrative Responsibilities. I recommend that you adopt the latest version of the VSBA model policy.

B3 Alcohol and Drug Free Workplace – Your current policy was adopted in 2020. The VSBA issued a revised model policy in January 2026. Edits were made to reflect current language referring to substance use programs and to delete a reference to a now-defunct federal technical assistance program, as well as updating the definition of “drug” including the categorization of cannabis. I recommend that you adopt the latest version of the VSBA model policy.

B4 Drug & Alcohol Testing: Transportation Employees – Your current policy was adopted in 2020. The VSBA issued a revised model policy in August 2023. The revised model policy contains some minor

revisions. I recommend that you make a note of this so that you remember to consider the latest version of the VSBA model policy when this policy comes up again in your review cycle.

B5 Employee Unlawful Harassment – Your current policy was adopted in 2022. The VSBA issued a revised model policy on employee unlawful harassment in January 2026 to align with state law, which significantly changed in 2023 and 2025. I recommend that you take this policy up for review soon and adopt the latest version of the VSBA model policy.

B6 HIPAA – HIPAA doesn't apply to all school districts - only those that provide healthcare. Generally, HIPAA does not apply to schools because they are not HIPAA covered entities, but in some situations a school can be a covered entity if healthcare services are provided to students. In such cases, HIPAA may still not apply because any student health information collected would be included in the students' education records and education records are exempt from the HIPAA Privacy Rule as they are covered by FERPA. For those schools that are covered entities, there should be a HIPAA policy in place. I recommend that you discuss the question of whether you should retain this policy with your legal counsel.

B7 Tobacco Prohibition – Your current policy was adopted in 2020. The VSBA issued a revised model policy in August 2023, expanding Definitions and Employee Responsibilities. I recommend that you adopt the latest version when this policy comes up again in your review cycle.

B8 - Electronic Communications between Employees & Students – Your current policy was adopted in 2021. The AOE revised this policy in September 2026 to align with Act 72 (2025). I suggest that you prioritize adoption of the revised model policy.

C1 Education Records – Your policy was adopted in 2022. The VSBA issued a revised model policy on Education Records in September 2026. I recommend that you review this policy and align it with the VSBA model policy.

C2 Student Alcohol and Drugs – Your policy was adopted in 2020. The VSBA updated this model policy in September 2026. Some differences include clarifying the definition of "drug" and better incorporating SBE Rule 4212.3. I suggest that you review this policy and align it with the VSBA model policy.

C3 Transportation – Your policy was adopted in 2023. The VSBA updated this policy in January 2026, including acknowledging potential transportation requirements for students under an IEP. I suggest that you align your policy with the VSBA model policy.

C4 English Learners – Your policy was adopted in April 2022. The VSBA updated this model policy with minimal changes in December 2022. There is no need for your board to adopt the most recent version of this policy, but please note that it is currently under review by VSBIT and changes could be forthcoming. I recommend that you adopt the latest version when this policy comes up again in your review cycle, unless an updated version is released before then.

C5 Firearms – Your policy was adopted in 2023. The VSBA updated this policy in September 2026. I suggest that you align your policy with the VSBA model policy.

C7 Student Attendance – Your policy was adopted in 2020. The VSBA model policy was updated in 2022. However, Act 122(2026) requires that the AOE draft a new policy concerning chronic absenteeism and truancy. Once the AOE releases that policy, you should update your policy to align with it.

C8 Pupil Privacy – Your policy was adopted in 2022. The VSBA made some minor updates to this policy in 2024. I suggest that you align your policy with the VSBA model policy. I recommend that you adopt the latest version when this policy comes up again in your review cycle.

C9 Nutrition and Wellness – Your policy was adopted in 2019. In March 2024, the Vermont Agency of Education (AOE) issued an updated Vermont Local Wellness Policy (LWP) Guide and a corresponding model local wellness policy pursuant to Act 66 of 2021. The updated Vermont Local Wellness Policy Guide replaces Vermont's School Wellness Policy Guidelines and Implementation resource of 2019; the AOE model local wellness policy replaces the VSBA model policy on Wellness & Comprehensive Health (C9). I suggest that you prioritize this policy for review so that you bring your policy into compliance with state law.

C10 Prevention of Harassment, Hazing and Bullying of Students – The Agency of Education revised this model policy in September 2026. I suggest that you prioritize adoption of the AOE's revised model policy.

C11 Student Freedom of Expression School-Sponsored Media – Your policy was adopted in 2020. The VSBA model policy was updated in 2022 and reviewed in September 2026. I recommend that you review and adopt the latest version of the VSBA model policy.

C13 Students Who are Homeless – Your current policy was adopted in 2023. The VSBA issued a revised model policy in September 2026 which contains minor changes. I recommend that you adopt the latest version when this policy comes up again in your review cycle.

C14 Section 504 and ADA Grievance Protocol for Students & Staff – Your policy was adopted in 2022. The VSBA model policy was updated in January 2026. I recommend that you review and adopt the latest version of the VSBA model policy.

C15 Student Conduct & Discipline – Your current policy was adopted in 2025. The VSBA issued a revised model policy in September 2026 which contains minor changes. I recommend that you adopt the latest version when this policy comes up again in your review cycle.

C16 Student Use of Cell Phones – The Agency of Education issued this new model policy on December 19, 2025 with school boards being required to adopt it by July 1, 2026. I suggest that you prioritize the adoption of this model policy.

D1 Proficiency Based Graduation Requirements (PBGRs) – Your policy was adopted in 2019. The VSBA model policy was updated in September 2026. I recommend that you review and adopt the latest version of the VSBA model policy.

D2 Grade Advancement: Retention, Promotion & Acceleration of Students – This policy was removed in 2019 because the State Board Rule which was the basis for the policy was no longer in effect and the

policy was inconsistent with proficiency based learning.

D3 Responsible Computer, Internet & Network Use – Your current policy was adopted in 2020. The VSBA issued a revised model policy in 2024. I recommend that you adopt the latest version when this policy comes up again in your review cycle.

D4 Title I Comparability – Your current policy was adopted in 2020. The VSBA issued a revised model policy in August 2023, removing reference to 16 V.S.A. §144 (repealed) and adding reference to Vermont AOE CFP Comparability Guidance. I recommend that you adopt the latest version when this policy comes up again in your review cycle.

D5 Animal Dissection – Your current policy was adopted in 2020. The VSBA issued a revised model policy in August 2023. I recommend that you adopt the latest version when this policy comes up again in your review cycle.

D6 Class Size – Your current policy was adopted in 2020. The VSBA issued a revised model policy in August 2023, expanding the list of things to be included in the procedures. I recommend that you adopt the latest version when this policy comes up again in your review cycle. Please take note that the State Board of Education has aligned the EQS with the statutory requirements; class size "lives" in EQS. Act 73 required class size requirements to go into effect July 1, 2026.

D7 Special Education – This model policy has been recategorized as a recommended model policy and renumbered as D24, which is currently a policy adopted by WCUUSD.

E1 Title I, Part A Parental Involvement Policy – Your current policy was adopted in 2020. The AOE issued a revised model policy in September 2026. I suggest that you prioritize the adoption of this model policy.

F1 Travel Reimbursement – Your current policy was adopted in 2020. The VSBA issued a revised model policy in August 2023, expanding the list of things to be included in the procedures. I recommend that you adopt the latest version when this policy comes up again in your review cycle.

F3 Fire and Emergency Preparedness Drills – Your policy is largely in line with the VSBA model policy, but a new clause under Administrative Responsibilities was added in October 2023 which states "Fire drills are conducted following current guidance issued by the Vermont School Safety Center and the Vermont School Crisis Planning Team." I recommend that you make a note of this addition when this policy comes up again in your review cycle.

F5 Behavioral Threat Assessment Teams – No concerns. The AOE issued both a policy and procedure regarding BTA Teams. You should verify that has your district has appropriate procedures in place.

The following are for your consideration as you begin the work of updating your required policies:

1) Your board should develop a system for regular policy review and put the plan in writing. VSBA

recommends, and the new DQS for School Board Governance (113.3.1) expects, that boards review all of their policies at least once every five years. In a 5-year policy update cycle, this means that your board would review one-fifth of all policies each year for five years. This process is more manageable when the board identifies specific policies to be reviewed at each monthly board meeting. Please note that in some instances state and federal law require that a policy be reviewed every "x" years. In that instance, you must comply with the law. For example, the Local Wellness Policy states that "The District will conduct an assessment of the wellness policy every 3 years." I recommend that you also note these unique requirements in your policy review plan.

2) The VSBA has been working to remove gender references from our policies. For example, "*superintendent or his or her designee*" has been replaced with "*superintendent or designee*". I flag this for your consideration as you begin to review and revise your policies.

I look forward to the opportunity to talk with the WCUUSD policy committee to discuss the results of this policy review. Please let me know if you have any questions.

Information was taken from the WCUUSD policy website:

https://docs.google.com/document/d/1yOCFSit4rcMNQZI5qIpeu5fymYaszcdkBawIS4dr6_E/edit?tab=t.0#heading=h.opwhr3rwdiz9