Doty & Rumney Elementary School Handbook

School Year 2026-2027



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Welcome

Welcome Message

Welcome to the Washington Central Unified Union School District! Please note this handbook is a guide and not a legal contract. It is intended to help you and your family have an amazing school year.

Quick Reference Phone Numbers

Front Office	**Doty: (802) 223-5656** **Rumney: (802) 223-5429**
First Student (call directly for bus issues after 4P.M.)	**(802) 229-4404**
Central Office	**(802) 229-0553**

WCUUSD Mission Statement

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

Humanity and 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 opportunity 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.

The School Day & Learning

Daily Schedule

8:45-9:00 A.M.	Student Arrival
8:45-9:05 A.M.	Breakfast Service
3:30 P.M.	Dismissal
Wednesdays at 3:00	School ends early

What We Learn

Core subjects

Literacy	Physical Education and Health
Mathematical Content and Practices	Artistic Expression
Science Inquire and Content Knowledge	Financial Literacy
Global Citizenship	

Transferable skills

Creative and Practical Problem Solving	Working Independently and Collaboratively
Effective and Expressive Communication	Informed, Integrated and Critical Thinking
Engaged Citizenship	Self-Awareness and Self-Direction

Check-in Dates

November 6, 2026	Family Conferences
January 15, 2027	End of Quarter 2
March 26, 2027	Family Conferences
June 10, 2027	End of Quarter 4

Student Expectations

What to Wear

Students should wear comfortable clothes that allow them to move around, play, and learn safely. Clothing must allow learning to take place without distractions, and be free of words or symbols that could demean, harass, or ridicule others.

Phones and Electronic Devices

School is a time for learning and playing with friends.

- **Leave electronics at home** if you can, so they don't get lost or broken.
- **Cell phones must be turned off** and kept in your backpack during the school day. ⚠️ *If you use a phone without permission, the teacher will keep it in the office until a parent comes to pick it up.*

Behavior Response

- **Level One misbehaviors** are behaviors that are typically handled within the classroom.
- **Level Two misbehaviors** are behaviors that require support beyond the classroom.
- **Level Three misbehaviors** are behaviors that require school administration.

Responses include the most appropriate of the following options:

1. **Repair and Restore**

- Work accountability
- Restorative Circles/Processing
- Due process hearing

2. **Logical Consequences for Inappropriate Actions**

- In-school suspension (ISS)
- Suspension
- Reassignment
- Assignment of school improvement tasks or restitution
- Consideration for placement in alternative program

3. **Potential Adult Next Steps**

- Parental notification and involvement
- Referral for behavioral evaluation
- Interagency referral and planning
- Recommendation to School Board for long-term suspension or expulsion
- Home-school coordination and support

For specifics see your school's behavior rubric.

HHB and Title IX

Bullying, Hazing, Harassment, and Retaliation are behaviors that our school is obligated to take steps to prevent and legally bound to respond to if they occur. Every member of the school community has the right to be treated respectfully and the right to a safe and healthy learning environment.

Doty School designated employee	Karoline May	Maureen McDermot
Rumney School designated employee	Karoline May	Sharon Spector
District administrator (HHB)	Jen Miller-Arsenault	
Title IX Coordinator	Julia Pritchard	

Health & Safety

School Health Information

The school nurse provides health services for your child's school. Our Health Office is open during school hours Monday – Friday. Please contact the nurses with any questions or concerns that may arise during the year at 802-223-5429 ext. 2114. Our nurses collaborate with school staff to maximize learning and wellness and to promote a healthy and safe school environment for every student. Please help keep our schools safe and healthy by encouraging proper hand-washing techniques and basic infection control, such as coughing/sneezing into the upper arm or tissue.

Responsibilities of the School Nurse include:

- Maintaining school health records, collecting updated emergency and health information annually on students, evaluating student immunization records, and facilitating compliance with state requirements.
- Preparing, implementing, and evaluating individual student health care plans as needed.
- Providing health services for illness and injuries, reporting communicable diseases as required and administration of medications in accordance with the Vermont School Health Services Standards of Practice (see details below).
- Reporting suspected child abuse and /or neglect.
- Communicating with families regarding health related issues.
- Perform visual and hearing screens per State requirements.

Health Office Recommendations For Health Absences

Below are some guidelines for when a child should be kept home from school due to illness. Open communication with your school nurse is the best way to ensure that the correct decision is made. The guidelines below are the basics; situations/illnesses will surface that require a clinical assessment from the school nurse, and oftentimes a reflection of current guidelines put forth by the CDC and the Vermont Department of Health. Sometimes the decision to send a student home, or to keep a student home is simple, other times it is not so clear. Knowing when to return to school after an illness is one of those times that can be tough to judge. We allow students to return to school following an illness as long as they are:
1) ready to access their learning
2) are largely recovered from their symptoms
3) are fever-free and vomit/diarrhea-free for at least 24 hours without the use of medication.

When making a clinical decisions surrounding health absences, school nurses will consider health history, trends in illnesses present at school, length of illness and whether or not the student is at the beginning and more contagious stage of illness, or whether they are on the tail-end with lingering symptoms.These decisions are made according to the individual case.

Visitors and Volunteers

We encourage and appreciate when community members visit and volunteer at our school! To keep us safe, all visitors must:

1. Schedule the visit ahead of time.
2. Buzz in at the front office.
3. Sign in and wear a **Visitor's Pass** the whole time.

All volunteers must complete **Volunteer Level 1 Forms** or **Volunteer Level 2 Forms** before volunteering.

Snow Days & Delays

If the weather is bad, school might be canceled or started late.

- **Delayed Starts:** Buses will pick you up **2 hours later** than usual.
- **Where to check:** Parents will get an automated phone call, or you can check local radio and TV stations (like WCAX).

Transportation

Bus expectations
Call First Student directly at (802) 229-4404 for bus issues after 4:00 P.M

Students must:

- Wait safely: Stand a safe distance back from the road and wait until the bus comes to a complete stop before approaching
- Board in order: Line up and take your turn boarding the bus efficiently.
- Exit at your destination: Remain seated until the bus comes to a full stop at your designated drop-off point. Ensure a parent or guardian has submitted written permission to the office in advance if you are changing your after-school destination.
- Ride safely: Stay seated, facing forward, with your seat belt securely fastened while the bus is in motion.
- Keep aisles and windows clear: Keep your body and belongings inside the windows and out of the aisles.
- Save snacks for later: Avoid eating and drinking on the bus, as both are prohibited.
- Follow driver instructions: Listen to and follow all requests from the bus driver.
- Use respectful language: Use a gentle voice, kind language, and positive actions at all times.
- Resolve conflict peacefully: Handle disagreements calmly and use positive words to solve problems.
- Take care of other's belongings.
- Follow all bus evacuation procedures carefully during drills and actual emergencies.

What Happens if Someone Breaks Bus Rules?

- **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 their discretion) completes a behavior report form and delivers it to the principal or behavior designee. The principal/designee will meet with the student to review the expectations. Families may be contacted.
- **2nd referral**: The principal/designee will conference with the student and contact family; the student may be suspended from the bus for one day *(family must provide transportation for one school day).*
- **3rd referral**: The principal/designee will conference with the student and contact a parent/guardian. The student may be suspended for up to five days. Furthermore, the student may have a hearing with the School Board. The Board determines when/if the student may ride the bus again.

Bus transportation is a privilege, not a right. Please support your child to make sure they can be successful getting to and from school.

First Student, Inc. – Student Transportation Company
1234 U.S. Route 2 Berlin, VT 05602
Phone 229-4404 FAX 229-1817

Family Resources

Food Service

Students need healthy meals to learn. Washington Central Unified Union School District offers healthy meals every school day. In School Year 2025-26, all students will receive free breakfast and lunch at school. The State of Vermont has provided money to do this through the Universal School Meals Act. We need your help to keep providing free meals to all students in future years. Please fill out the application for free and reduced price school meals on the website or ask for a copy from your school. If many families fill out and return this form, we will get more money from the federal government for free school meals now and in the future. We will also get more money for other school programs. You may also fill out the form online in the Infinite Campus Parent Portal at https://wcsu32vt.infinitecampus.org/campus/portal/washington.jsp

Attendance

State statutes require that children must attend school between the ages of 6 and 16.We notify you after your child has missed 5, 10, 15 and 20 days of school regardless of whether those absences are excused or not.

Attendance Works

Help Your Child Do Well in School:
Build the Habit of Good Attendance



Did you know?

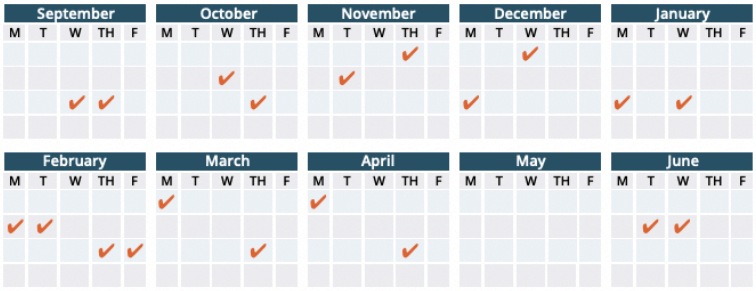
- Too many absences in preschool and elementary school can cause children to struggle socially and academically.
- Being late to school may lead to poor attendance.
- Missing 10% of school (2 days each month) can make it harder to learn to read and do basic math.

Attending school regularly helps children feel better about school — and themselves. Start building this habit in preschool and through elementary school so they learn right away that going to school on time, every day, is important.

What you can do

- Set a **regular** bedtime and morning **routine.**
- Lay out clothes and pack backpacks **the night before**.
- **Keep** your child **healthy** and make sure your child has the required shots.
- Develop **backup plans** for getting to school if something comes up.
- **Monitor** your child's **absences**.
- Try to schedule **nonurgent medical appointments** and extended trips when school isn't in session.
- **If** your child seems **anxious** about going to school, **talk to teachers**, school counselors and other parents for advice on how to make your child feel comfortable and excited about learning.
- **If** you are **concerned** that your child may have a contagious illness, **call** your school nurse or health-care provider **for advice**. Ask the teacher for ideas to support missed learning time.

Chronic absence is missing 2+ days every month over the course of a school year.



October 2025

Visit Attendance Works at www.attendanceworks.org for free downloadable resources and tools!

Calendar



Washington Central Unified Union School District

Berlin, Calais, East Montpelier, Middlesex (Rumney), Worcester (Doty) and U-32

2026 - 2027 SCHOOL CALENDAR

JULY					AUGUST					SEPTEMBER					OCTOBER				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
		1	2	3	3	4	5	6	7		1	2	3	4				1	2
6	7	8	9	10	10	11	12	13	14	*	8	9	10	11	5	6	7	8	9
13	14	15	16	17	17	18	19	20	21	14	15	16	17	18	*	13	14	15	16
20	21	22	23	24	24	25	26	27	28	21	22	23	24	25	19	20	21	22	23
27	28	29	30	31	31					28	29	30			26	27	28	29	30
					4 Student days 8 Teacher Days					21 Student Days , 21 Teacher Days					21 Student Days , 21 Teacher Days				
					8/18-19 New Faculty Orientation					9/7 Labor Day Holiday					Half Day Dismissal Inservice				
					8/21 Flex										10/12 Indigenous People's Day (Holiday)				
					8/20, 24, 25 In-Service														
					8/26 First Day of School														

NOVEMBER					DECEMBER					JANUARY					FEBRUARY				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
2	3	4	5	6		1	2	3	4					*	1	2	3	4	5
9	10	11	12	13	7	8	9	10	11	4	5	6	7	8	8	9	10	11	12
16	17	18	19	20	14	15	16	17	18	11	12	13	14	15	15	16	17	18	19
23	24	*	*	*	21	22	*	*	*	*	19	20	21	22	*	*	*	*	*
30					*	*	*	*		25	26	27	28	29					
17 Student Days , 18 Teacher Days					16 Student Days , 16 Teacher Days					19 Student Days , 19 Teacher Days					15 Student Days, 15 Teacher Days				
11/6 In-Service (Conferences)					12/23-31 Holiday Break					1/1 New Year's Day/Holiday Break					Half Day Dismissal Inservice				
11/25-27 Thanksgiving Break										1/15 Half Day Grading					2/22-28 Winter Break				
										1/18 MLK Day /Holiday									

MARCH					APRIL					MAY					JUNE				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
*	*	3	4	5				1	2	3	4	5	6	7		1	2	3	4
8	9	10	11	12	5	6	7	8	9	10	11	12	13	14	7	8	9	10	11
15	16	17	18	19	12	13	14	15	16	17	18	19	20	21	14*	15*	16*	17*	18
22	23	24	25	26	*	*	*	*	*	24	25	26	27	28	21	22	23	24	25
29	30	31			26	27	28	29	30	*					28	29	30		
20 Student Days , 21 Teacher Days					17 Student Days, 17 Teacher Days					20 Student Days, 20 Teacher Days					8 Student Days, 9 Teacher Days				
3/1-3/2 Winter break Cont'd					4/19-23 Spring Break					5/31 Memorial Day Holiday					6/10 Last Day Half-Day (snow days will extend this date)				
3/26 Conferences															6/11 In-Service				
															* Potential Snow makeup days				

Holidays /Vacations
Early Release Wednesday

Total Student Days =178
Total Teacher Days = 185

Semester Schedule
1st Marking Period Ends Oct. 30
2nd Marking Period Ends Jan. 15
3rd marking Period Ends April 2
4th Marking Period Ends June 10

Community Connections Before Care, After Care and PreK CC program
Please register in advance for the Community Connections program with our Site Coordinator Kim Bolduc, who can be reached at kbolduc@u32.org.

We are always looking for new staff and volunteers to help with our programs. We offer competitive salaries and a discount on fees for children of staff members. Please give Kim a call with any questions at 802/223-7936 ext. 305 or email kboduc@u32.org .

🏫 Pre-Kindergarten Family Handbook

Washington Central Unified Union School District (WCUUSD)

Serving Berlin, Calais, East Montpelier, Middlesex, and Worcester

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👋 Welcome to Pre-Kindergarten!

Welcome to WCUUSD and your local elementary schools! Our Pre-Kindergarten programs are an integral part of our local elementary schools serving students in grades Pre-K through 6. We look forward to partnering with your family to provide a rich, supportive, and joyful early learning experience.

🌱 Our Program Philosophy

WCUUSD believes that a high-quality early childhood setting provides a safe, welcoming, and nurturing environment that promotes a young child's mastery of skills across social/emotional, physical, language, and cognitive development. Individual differences are anticipated and celebrated within an inclusive classroom setting. Through meaningful, play-based opportunities, children become active, curious members of a caring community of learners. Our early childhood programs foster family involvement and support strong, positive relationships among children, families, peers, and school staff.

🧩 About Our Programs

The WCUUSD Pre-Kindergarten programs serve children ages three to five who reside in Berlin, Calais, East Montpelier, Middlesex, and Worcester. Our primary objective is to provide a positive atmosphere that promotes the social, physical, intellectual, and emotional growth of every child. We firmly believe children learn by doing and through active play.

Pre-Kindergarten offers an environment for children to learn and grow through exploration and interaction with adults, peers, and hands-on materials. Classrooms feature diverse learning areas:

- 🎭 **Dramatic Play & Imagination**
- 🧱 **Block Building & Engineering**
- 🔬 **Science Exploration & Nature**
- 📚 **Early Literacy & Language**
- 🔢 **Early Math & Concepts**
- 🎨 **Creative Arts & Music**
- 🏃 **Sensory & Motor Activities**

Lead teachers are fully licensed in Early Childhood Education by the State of Vermont, and support staff meet all requirements for highly qualified paraeducators. All WCUUSD Pre-Kindergarten programs hold quality recognition through Vermont's **Step Ahead Recognition System (STARS)** and are fully licensed by the **Vermont Department for Children and Families (DCF) Child Development Division**.

Our curriculum aligns with the National Association for the Education of Young Children (**NAEYC**) Curriculum Standards for Developmentally Appropriate Practice and the **Vermont Early Learning Standards (VELS)**. As required by Vermont's Act 62, student growth is monitored using the **Teaching Strategies GOLD** assessment tool, which directly informs daily classroom instruction.

🤝 Inclusion & Early Childhood Special Education (ECSE)

WCUUSD Pre-Kindergartens are fully inclusive educational environments. The Early Childhood Special Education (ECSE) program serves young children with special needs across all district towns. Eligibility requires a demonstrated medical need or a significant developmental delay in gross or fine motor skills, social-emotional development, speech and language, adaptive skills, or cognitive development.

When a child is identified as needing special education services, a multidisciplinary team—including parents, the ECSE teacher, the classroom teacher, an administrator, and relevant specialists, collaborates to design an **Individualized Education Program (IEP)**.

🌟 Extra Support & Community Resources

Children who benefit from additional targeted support to prepare for kindergarten may work with ECSE teachers on an as-needed basis in small groups or individually. ECSE teachers also collaborate closely with classroom teachers to ensure all children thrive in the classroom. Additionally, ECSE staff assist families in connecting with community resources, such as Head Start, local child care, and medical, dental, or mental health providers.

📞 Contacting Teachers and Administration

We value open, ongoing communication with families. Please feel free to connect with classroom teachers before or after school hours, or via phone, email, or written notes. We strive to respond to all inquiries promptly.

⏰ Pre-Kindergarten Hours, Schedule, and Calendar

Pre-Kindergarten programs operate according to the official WCUUSD district school calendar. Specific daily program schedules and session hours vary slightly by building to accommodate transportation and local needs.

🕒 Building-Specific Program Hours ***(Site Specific - Example: East Montpelier Elementary)***

- ☀️ **Morning Session:** 8:45 AM – 11:15 AM *(Monday – Friday)*
- 🌤️ **Afternoon Session:** 12:50 PM – 3:30 PM *(Monday – Friday)*

> 📌 *Note: Please consult your school principal or classroom teacher for building-specific schedule confirmation, delay policies, and early closure procedures.*

❄️ Inclement Weather & Unscheduled Closures

If WCUUSD is closed due to weather or emergencies, Pre-Kindergarten is also closed. In the event of a delayed opening, Pre-Kindergarten schedule adjustments or cancellations follow district protocols, and may be site specific. Please monitor local news stations or official district communications for real-time notifications.

📝 Absences, Arrivals, and Dismissals

Please notify the school main office if your child will be late or absent. If an absence is planned in advance, please send a written note or email. If an unexcused absence occurs, school staff will reach out to verify your child's safety. Upon returning to school, please provide a note explaining the absence if not previously communicated.

If your child arrives late, a parent or guardian must sign them in at the main office. If your child participates in Community Connections or after-school programs, please include program staff on all correspondence regarding schedule changes or absences.

🚪 Arrival and Dismissal Protocols

Upon drop-off and pick-up, parents/guardians must sign their child in and out on the daily attendance log located in the classroom. Staff members are available to assist with outerwear or transition support as needed.

🛡️ Safe Release of Children & Identity Verification

To strictly comply with Vermont Child Care Licensing Regulations, children will only be released to parents, legal guardians, or individuals explicitly authorized by the parent/guardian in writing.

🪪 **Photo ID Requirement:** Any individual picking up a child who is unfamiliar to classroom staff or school office personnel must present a valid, state-issued photo ID prior to the child's release.

🚌 Transportation & Bus Safety

Where bus transportation is provided, bus company policy and state safety regulations dictate that a Pre-K student must be met directly at the bus stop by an authorized adult. If no authorized adult is present at the stop, the child will remain on the bus and be returned safely to the school.

❤️ Separation and Saying "Goodbye"

Separation anxiety is a normal part of developmental growth. We welcome families to visit the Pre-Kindergarten classroom prior to their child's start date to familiarize them with the environment. Reassurance and positive conversations at home about what to expect at school can greatly ease transition stress.

During the initial days, plan to stay for 5 to 10 minutes to help your child settle in. When departing, always say a clear, reassuring "goodbye" rather than leaving unannounced, as predictable routines build security. Rest assured that tears are usually brief, and staff will immediately contact you if your child remains distressed.

💤 Daily Routine & Rest Period

Each day balances structured activities, active play, guided projects, circle time, nutrition, and daily outdoor play (weather permitting). In full-day sessions, in accordance with Vermont center-based licensing standards, children are provided with a daily quiet rest period on individual cots or mats with sanitized bedding.

🎒 Classroom Cubbies, Clothing, & Belongings

Each child is assigned a dedicated cubby/hook. Please send your child in comfortable play clothing suitable for messy art and active movement.

- 🧥 **Outdoor Gear:** Children go outside daily. Please provide season-appropriate gear (coats, snow pants, waterproof boots, hats, and mittens), clearly labeled with your child's name.
- 🧦 **Extra Clothes:** Keep a complete change of weather-appropriate clothing (including underwear and socks) in your child's cubby and/or backpack at all times.
- 🎒 **Backpacks:** Provide a backpack daily (large enough to fit snow gear and communication folders). Rolling backpacks are suitable for young learners.
- 🧸 **Toys at Home:** Personal toys should remain at home, though comfort items for rest time or educational items related to curriculum topics (e.g., leaves, shells) are welcome. ❌ **Toy weapons of any kind are strictly prohibited.**

🍎 Snack & Nutrition

WCUUSD promotes wholesome nutrition to support healthy development. We encourage simple, nutritious snacks such as fresh fruit, vegetables, whole grains, dairy, or protein. Specific allergy guidance will be shared by your classroom teacher if allergen restrictions apply to your child's room.

🩺 Illness Guidelines & Medication Administration

To maintain a healthy learning environment, please keep your child home if they exhibit any of the following symptoms:

- 🤒 **Fever:** Within the last 24 hours
- 🤢 **Vomiting or Diarrhea:** Within the last 24 hours
- 🤧 **Severe Colds:** Accompanied by thick, colored nasal discharge
- 👁️ **Infections/Rashes:** Unexplained rashes or conjunctivitis (pinkeye)
- 🦠 **Contagious Conditions:** Strep throat, chickenpox, head lice, etc.

➡️ **Return Criteria:** A child must be free of fever, vomiting, and diarrhea without symptom-reducing medication for at least 24 hours prior to returning.

💊 Medication Policy

In compliance with Vermont Child Care Licensing Regulations, medications are administered only when strictly necessary:

1. 🩺 **Prescription Medications:** Require a signed written order from a licensed healthcare provider, signed parental authorization, and must be in the original pharmacy container labeled with student details and dosage instructions.
2. 🩹 **Over-the-Counter Medications:** Require written parental permission and must be in the original manufacturer container.
3. 🔐 All medications are securely stored in the health office and administered by the school nurse or designated trained staff.

When possible medication should be administered at home, school administration should be limited.

💉 Immunizations

In accordance with state licensing mandates, official immunization records must be submitted upon registration per the Vermont state schedule, unless an official medical or religious exemption form is on file. Records are reviewed annually by nursing staff.

🚨 Emergency Preparedness & Drills

In alignment with state center-based licensing rules, each building maintains a comprehensive Emergency Response Plan covering evacuations, shelter-in-place scenarios, and emergency

lockdowns. Age-appropriate safety drills are conducted periodically throughout the school year. In an actual emergency, parents will be notified via district emergency alert systems.

🌍 Holidays and Diversity

WCUUSD Pre-Kindergarten programs value diversity, inclusivity, and family traditions. Activities focus on universal themes of community, kindness, and seasonal changes rather than specific religious practices. Parents are encouraged to share cultural traditions and discuss specific family considerations with classroom teachers.

💖 Positive Guidance and Discipline

Program discipline practices align with the district's **Responsive Classroom** and **Positive Behavioral Interventions and Supports (PBIS)** frameworks. Staff focus on guiding self-regulation, empathy, and peaceful conflict resolution through encouragement, role-playing, and calm redirection. Staff maintain confidentiality and will only discuss your own child's progress with you.

📜 Parent Participation & Confidentiality (FERPA)

Parents are valued partners. Opportunities to participate include sharing classroom visits, reading newsletters, reviewing documentation boards, and completing the annual spring parent survey. Formal parent-teacher conferences are held each fall and spring.

In compliance with the **Family Educational Rights and Privacy Act (FERPA)**, student records are strictly confidential and shared internally on a need-to-know basis. External sharing requires written parental consent.

⚖️ Mandated Reporting Requirements

Under Vermont law (**33 V.S.A. § 4913**) and Vermont Department for Children and Families (DCF) licensing standards, all Pre-Kindergarten staff members are legally mandated reporters required to report any suspected instances of child abuse or neglect directly to the Agency of Human Services DCF Child Development Division.

🚭 Smoke-Free Campus

All WCUUSD school buildings, grounds, and vehicles are 100% tobacco-free and smoke-free environments under Vermont state law. Smoking, vaping, or tobacco product use is strictly prohibited on school property at all times.

🚌 Field Trips, Volunteers, & Transportation Standards

Field trips enrich classroom learning. Advance written notice and consent forms are required for all off-site excursions.

- 🔍 **Volunteer Vetting:** All chaperones and volunteers must submit an application and pass a Level 1 Criminal Background Check.
- 🪑 **Child Safety Restraints:** When private vehicles are used, children must be secured in age- and weight-appropriate safety seats in compliance with VT motor vehicle laws. Children are strictly prohibited from sitting in front seats equipped with active airbags.
- 🚘 **Transportation Rules:** Drivers must possess a valid driver's license, auto insurance, and current vehicle registration. **When transporting students other than your own, a minimum of two approved adults must be present in the vehicle at all times.**

📞 Concerns, Escalation, and State Contacts

We encourage open communication. Please follow the district chain of communication for any questions or concerns:

1. 👤 **Step 1:** Contact the classroom teacher or specialist directly.
2. 🏫 **Step 2:** Contact the building Principal if unresolved.
3. 🏢 **Step 3:** Contact WCUUSD Superintendent at (802) 229-0553.

🏛️ State Regulatory & Licensing Contacts

- **Vermont Child Care Licensing Regulations**
- **Vermont STARS Program**
- 📞 **Child Care Consumer Concern Line:** 1-800-540-794

Board Policies and Disclosures

Personnel

Policy Number	Policy Name	Adoption Date
B1	Substitute Teachers	3/15/2020
B2	Volunteers and Work Study Students	3/15/2020
B3	Alcohol and Drug Free Workplace	5/30/2020
B4	Mandatory Drug & Alcohol Testing-Transportation Employees	2/15/2020
B5	Employee Unlawful Harassment	6/15/2022
B6	Health Insurance Portability & Accountability Act Compliance (HIPAA)	3/15/2020
B7	Tobacco Prohibition	3/15/2020
B8	Electronic Communication between Employees and Students	11/17/2021
B20	Personnel Recruitment, Selection, Appointment and Background Checks	1/3/2024
B21	Professional Development	3/15/2020

B22	Public Complaints about Personnel	3/15/2020
B30	Staffing and Job Descriptions	5/20/2025
B41	Procurement Conflict of Interest	5/20/2025

Students

Policy Number	Policy Name	Adoption Date
C1	Student Education Records	8/17/2022
C2	Student Alcohol and Drugs	6/13/2020
C3	Transportation	11/18/2023
C4	English Learners	4/27/2022
C5	Weapons/Firearms	4/18/2023
C6	Home Study Students	11/18/2023
C7	Student Attendance	11/4/2020

C8	Pupil Privacy Rights	8/17/2022
C9	Nutrition and Wellness	7/1/2019
C10	Prevention of Harassment, Hazing & Bullying of Students	10/15/2025
C11	Student Freedom of Expression School-Sponsored Media	6/13/2020
C12	Prevention of Sexual Harassment as Prohibited by Title IX	11/18/2020
C13	Homeless Students	1/18/2023
C14	Section 504 and ADA Grievance Protocol for Students & Staff	08/17/2022
C15	Student Conduct & Discipline	12/3/2025
C21	Search and Seizure of Students by School Personnel	6/18/2020
C27	Student Self Expression	2/15/2020
C29	**District Equity Policy**	6/21/2023
C32	Eighteen Year-Old Students	6/13/2020

C34	Use of Restraint/Seclusion	7/1/2019
C45	Bus Discipline	12/3/2025
C46	Interrogation or Searches of Students by Law Enforcement or Other Non School Personnel	11/04/2020
C47	Student Exchanges	10/15/2025
C48	Foreign Exchange Students	7/1/2029
C49	Kindergarten Entrance Age	11/4/2020
C50	Comprehensive Sexual Health Services	12/14/2019
C51	Policy to Ensure Safety and Resources for Families Impacted by Immigration Enforcement	2/19/2025
C70	Restraint & Seclusion	10/15/20025
C71	Possession & Administration of Emergency and Non-Emergency Medication	3/19/2025

Instruction

Policy Number	Policy Name	Adoption Date

D1	Proficiency Based Graduation Requirements (PBGRs)	7/19/2019
D2	Grade Advancement: Retention, Promotion & Acceleration of Students	7/1/2019
D3	Responsible Computer, Internet & Network Use	11/4/2020
D4	Title I Comparability	11/4/2020
D5	Animal Dissection	11/4/2020
D6	Class Size	11/4/2020
D7	Special Education	12/15/2021
D8	Selection of Library Materials	12/03/2025
D23	Selection of and Access to Instructional Materials	1/7/2026
D24	Creating Learning Environments to Engage in Civil Discourse	10/16/2024

Community Relations

Policy Number	Policy Name	Adoption Date

E1	E1 Title I Parental Involvement Compacts	11/4/2020
E20	E20 Building Use	4/19/2023
E45	E45 Role of Religion in the Schools	11/4/2020
E46	E46 Memorials	7/1/2029

Non-Instructional

Policy Number	Policy Name	Adoption Date
F1	Travel Reimbursement	11/4/2020
F2	Nondiscriminatory Mascots & Branding	12/21/2002
F3	Fire & Emergency Preparedness Drills	8/23/2023
F4	Access Control and Visitor Management	8/23/2023
F5	Behavioral Threat Assessment	9/17/2025
F20	Fiscal Management & General Financial Accountability	1/22/2025

F22	Data Retention	2/17/2021
F26	Security Cameras	1/17/2024
F41	Reasonable Care in Protecting Proprietary Confidential Information	2/17/2021
F45	Fundraising & Sales to Students on School Property	12/18/2024
F46	Flag Raising	10/15/2025
Resolutions		
	Board of Education Resolution	2/19/2025
	Educational Philosophy	
	Hate Symbols	1/15/2020