

Colchester School Board

Meeting Agenda and Packet

June 4, 2024

**Colchester School District
Board of Education Meeting Agenda
June 4, 2024 - 7:00 P.M.
Colchester High School Library**

Agenda

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|---|--------------------|
| I. Call to Order | |
| II. Citizen Participation* | |
| III. Hear Presentation: CSD Teacher Evaluation Model | Information |
| IV. Hear Presentation: Social Emotional Learning and Family Engagement | Information |
| V. First Reading of Bloodborne Pathogens Policy: F11 | Action |
| VI. Second Reading of CSD Personnel Policies | Action |
| • D1: Personnel: Recruitment, Selection, Appointment | |
| • D3: Staffing and Job Descriptions | |
| • D6: Substitute Teachers | |
| • D9: Resignations | |
| VII. Second and Final Reading of Wellness Policy: F34 | Action |
| VIII. Approval of Consent Agenda | Action |
| IX. Approval of Meeting Minutes | Action |
| • May 21, 2024 (special meeting) | |
| • May 21, 2024 (general meeting) | |
| • May 28, 2024 (special meeting) | |
| X. Board/Administration Communication, Correspondence, Committee Reports | Information |
| XI. Future Agenda Items | Information |
| XII. Executive Session to Discuss a Personnel Matter | Action |
| XIII. Adjournment | |

***Meeting Participation and Viewing Options**

Meetings are open to the public unless warned otherwise. Colchester citizens have an opportunity to speak or comment on any items listed on the agenda. For topics not listed on the agenda, public comment can be made during the Citizen's Participation agenda item. Please review the Public Comment Rules listed at www.csdvt.org/schoolboard prior to the meeting. If not attending in person, citizens may also participate in the meeting by emailing a prerecorded message to schoolboard@colchesters.org with "Citizens Participation" listed in the subject line. It must be received by noon on the day of the meeting, include your full name and phone number, and follow the Public Comment Rules. LCATV will provide live stream coverage via: www.lcatv.org/live-stream-3.

COLCHESTER SCHOOL DISTRICT

POLICY: BLOODBORNE PATHOGENS

DATE ADOPTED: September 3, 2019

PURPOSE

The Colchester School District is committed to providing a safe and healthful workplace for our entire staff as well as free and appropriate education to all children. Bloodborne pathogens are infectious microorganisms present in blood that can cause disease in humans. Those exposed to bloodborne pathogens are at risk for serious or life-threatening illnesses. To ensure Colchester School District is a safe environment, the district has established a plan to reduce the risk of exposure to bloodborne pathogens, and/or potentially infectious materials. Furthermore, school personnel will respect the right to privacy of employees or students infected with bloodborne pathogens.

I. DEFINITIONS

- A. Bloodborne Pathogens** are microorganisms that can cause diseases such as human immunodeficiency virus (HIV) and hepatitis B (HBV) and hepatitis C (HBC), which are spread through contact with infected blood or blood products.
- B. Occupational or Work-Related Exposure** means real or potential contact (skin, eye, mucous membrane) with blood or other potentially infectious materials that occur during the performance of one's duties.
- C. Universal Precautions** means preventing exposure to bloodborne pathogens by assuming all blood and bodily fluids may be potentially infectious and taking appropriate protective measures.

II. EXPOSURE CONTROL PLAN

The district will maintain an Exposure Control Plan (ECP) to eliminate or minimize occupational exposure to bloodborne pathogens in accordance with OSHA standard 29CFR 1910.1030, "Occupational Exposure to Bloodborne Pathogens." This ECP will include how the district implements best practice and will provide a training plan. The ECP is accessible to all employees, through the district website as well as through each building principal and building nurse.

A. Topics Covered

The ECP is a key document to assist the district in implementing and ensuring compliance with the standard, thereby protecting employees. The ECP includes:

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Date Warned:	August 15, 2019
First Reading:	August 20, 2019
Second Reading:	September 3, 2019

1. Determination of employee exposure.
2. Implementation of various methods of exposure control, including:
 - a. Universal Precautions
 - b. Engineering and work practice controls
 - c. Personal protective equipment
 - d. Hepatitis B vaccination
 - e. Post-exposure evaluation and follow up
 - f. Communication of hazards to employees and training
 - g. Recordkeeping

B. Management and Dissemination

The Colchester School District Nursing Supervisor will manage the ECP and will ensure proper adherence. The ECP will be reviewed and updated as needed on an annual basis. Training will be offered to all school district employees upon hiring and yearly thereafter.

III. INDIVIDUALS LIVING WITH HIV, AIDS OR HEPATITIS-B

A. Students

School personnel will respect the right to privacy of the individual student. Knowledge that a student is infected with AIDS or the Hepatitis-B virus will be confined to those persons with a direct need to know. In consultation with the student and their parents or guardians, such persons will be provided with appropriate information concerning any necessary precautions and will be made aware of the confidential nature of this information.

Based upon individual circumstances, including those discussed below, special programming may be warranted. Special education services will be provided only on the basis of the student's eligibility as determined by the school's Basic Staffing Team and supported by district administrators. Infected students pose a risk of transmission to others under the following circumstances: if the student lacks toilet training, the student has open sores that cannot be covered, or the student demonstrates behaviors (e.g. biting) which could result in direct inoculations of potentially infected body fluids into another's bloodstream. Following a discussion with the student and their parents or guardians, if any of these circumstances exist, appropriate medical personnel will determine whether a significant risk of transmission exists. If it is determined that such a risk exists, the student will be removed from the classroom.

If an infected student is removed from the classroom for any reason, the school will develop, within 10 school days, either an appropriate school program adjustment or an appropriate alternative education program. When appropriate medical personnel determines that the student no longer presents a risk to others, they may return to the classroom. The removal of an infected student from normal school attendance will be reviewed by the appropriate personnel at least once a month to determine whether the condition precipitating the removal has

changed. A student with AIDS or a milder immunodeficiency associated with the AIDS virus may need to be removed from the classroom for their own protection when cases of infectious diseases are occurring in the school population. This decision will be made by the student's physician and parent/guardian in consultation with school district medical personnel.

B. Employees

There is no known risk of transmission of AIDS or Hepatitis-B from school employees to students or co-workers under usual circumstances in the school setting. Such infection is known to be spread by sexual contact with infected persons, injection of contaminated blood or blood products, and by perinatal transmission. School employees known to be infected will not be restricted from work or the use of school facilities based on this finding. Equipment contaminated with blood or other body fluids of any worker will be cleaned with soap and water or detergent. Disinfection practices discussed in the policy for students infected will apply here as well.

COLCHESTER SCHOOL DISTRICT

POLICY: COMMUNICABLE DISEASE MITIGATION AND BLOODBORNE PATHOGENS

DATE ADOPTED: Draft

PURPOSE

The Colchester School District strives to protect the safety and health of its employees and the children and youth in its care. It is the policy of the District to implement communicable disease mitigation measures, including but not limited to vaccination of school staff, mask-wearing, social distancing, screening testing, quarantine/isolation, improved ventilation, cleaning and disinfecting, and providing hygiene supplies in conjunction with Department of Health recommendations.

I. DEFINITIONS

Communicable disease means an illness due to an infectious agent or its toxic products which is transmitted, directly or indirectly, to a person from an infected person, animal or anthropoid, or through the agency of an intermediate animal, host or vector of the inanimate environment. “Communicable disease” shall include, but not be limited to: Human Immunodeficiency Virus (HIV); Severe Acute Respiratory Syndrome (SARS); Coronavirus 2 (SARS-CoV-2); Varicella (Chicken pox); Hepatitis; Measles; Meningitis; Mononucleosis; Pertussis (Whooping cough); Anthrax; and any mutations arising from or relating to infectious disease or communicable disease.

Comprehensive health education includes the study of disease, such as HIV infection, other sexually transmitted diseases, as well as other communicable diseases, and the prevention of disease.

Bloodborne pathogen means a pathogenic microorganism that is present in human blood and can cause disease in humans. Such pathogens include hepatitis B virus (HBV), hepatitis C virus (HCV), and human immunodeficiency virus (HIV)

II. RIGHTS OF EMPLOYEES AND STUDENTS

Privacy and Confidentiality

The superintendent shall develop procedures that ensure confidentiality in the maintenance and, where authorized, dissemination of all medically-related documents.

The “Vermont Standards of Practice: School Health Services Manual” shall determine the procedures 1) for monitoring students and staff who may potentially have a communicable disease if in school while infectious and 2) for documenting appropriate

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information accordingly.

III. HEALTH PROTECTIONS AND UNIVERSAL PRECAUTIONS

Infection Control

The District shall comply with applicable Vermont Occupational Safety and Health Administration (VOSHA) rules in order to protect employees who are reasonably anticipated to be exposed to communicable diseases as part of their regular job duties.

The superintendent or designee shall determine those employees (by job class and possibly by task or procedure) who are reasonably anticipated to have occupational exposure to communicable disease as part of their duties.

A written Exposure Control Plan concerning communicable diseases, which includes the use of universal precautions, shall be developed, maintained, and followed.

IV. CURRICULUM, INSTRUCTION, AND SCHOOL-SPONSORED ACTIVITIES

Comprehensive Health Education

The Colchester School District shall provide a systematic and extensive elementary and secondary educational program, including the study of disease, such as HIV infection, other sexually transmitted diseases, as well as other communicable diseases, and the prevention of disease.

Athletics and Co-curricular Activities

School authorities will make reasonable accommodations to allow students with communicable disease(s) to participate in school-sponsored physical activities.

V. IMPLEMENTATION

The superintendent or designee shall develop procedures to assure compliance with all applicable federal and state laws pertaining to communicable diseases and the mitigation of communicable diseases and to protect the rights of students and staff with regard to communicable disease.

All District personnel shall be advised of routine procedures to follow with regard to universal precautions (handling body fluids). These procedures, developed in consultation with public health and medical personnel, shall provide simple and effective precautions against transmission of diseases to persons exposed to the blood or body fluids of another. The procedures shall follow standard health and safety practices. No distinction shall be made between body fluids from individuals with a known disease or infection and from individuals without symptoms or with an undiagnosed disease.

COLCHESTER SCHOOL DISTRICT**POLICY: PERSONNEL HIRING AND RESIGNATIONS****DATE ADOPTED:** Draft**POLICY STATEMENT**

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

Persons subject to criminal record checks and abuse registry checks under this policy include all those recommended for full-time, part-time, or temporary employment in the school district, including student teachers, work study students, and all contracted employees who may have unsupervised contact with students and are subject by law to criminal record, including hate crimes, abuse registry, report checks prior to or in the course of employment.

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

The District shall ensure that adults employed in the schools maintained by the District receive orientation, information, or instruction on the prevention, identification, and reporting of child abuse as required by state law. The District will ensure that employees receive training in non-discrimination, bias, and anti-racism.

I. DEFINITIONS

- A.** The term **criminal record** as used in this policy shall have the same meaning as defined in 16 V.S.A. § 252(1).
- B.** The term **unsupervised** as used in this policy shall have the same meaning as defined in 16 V.S.A. § 252(4).
- C.** The term **abuse registry** as used in this policy shall include the Vermont Child Protection Registry maintained by the Vermont Department for Children and Families and the Vulnerable Adult Abuse Registry maintained by the Vermont Department of Disabilities, Aging and Independent Living.
- D.** The terms **employ** or **employment** as used in this policy shall, as the context requires, apply to individuals who are, or are being considered for, full-time, part-

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time or temporary employment in the school district, including student teachers and those contractors and employees of contractors who may have unsupervised contact with students.

II. RECRUITMENT AND SELECTION

- A.** CSD will take proactive steps to recruit, employ, support and retain diverse and culturally competent employees in order to build a diverse workforce that is representative of our student body. Employees will be selected in a manner that does not unlawfully discriminate and that complies with state and federal statutes and regulations regarding civil rights and employment.
- B.** Electronic or written applications will be required of candidates for full or part-time employment. After the initial written or electronic application process is complete, applicants selected for an interview will be required to provide a statement identifying any criminal charges brought against the applicant, including the date of each charge, the court where the charge was filed and the disposition of the charge. The statement shall also include a warning to the applicant in bold print that falsification of information or the omission of information on the statement may constitute grounds for dismissal if the applicant is hired. In reviewing a criminal background check, the District will consider issues of historical inequity. Any job offer shall be made contingent on the candidate successfully completing the school district's background check process.
- C.** The superintendent shall require that all applicants, as a condition of employment consideration, cooperate fully with background investigations, supplying references and releases so the District can contact previous employers.
- D.** Providing a safe learning environment for students is a primary consideration in District employment decisions. The District will base such decisions on all relevant information, qualifications, and circumstances. Applicants that the superintendent is prepared to recommend for employment will be expected to provide fingerprints, releases, and other information necessary to conduct background investigations. The costs of such checks will be paid by the District. All offers of employment shall be contingent on the candidate's successful completion of the background investigation process and a finding that the information provided by the applicant during the preemployment process was accurate, complete, and truthful.

III. APPOINTMENT

- A.** The appointment of licensed employees will be upon the recommendation of the superintendent to the School Board.
- B.** Subject to any pre-employment screening processes approved by the board, the superintendent or designee shall appoint all non-licensed employees to be employed by the school district.
- C.** Human Resources will request a criminal records check through the Vermont Crime Information Center (VCIC) on any candidate they are prepared to

recommend for appointment. Requests will be made for fingerprint-supported criminal records from the FBI as well as criminal records from the state of Vermont and any state in which the superintendent has reason to believe the applicant has resided or been employed. The District will reimburse the employee the cost for being fingerprinted and the District will pay the FBI processing fee.

- D.** All contracts or offers of employment will be conditional pending completion of the background investigation, including receipt and evaluation of the criminal records check report, and a finding that the information provided by the application during the pre-employment process was accurate, complete and truthful. All offers of employment may be withdrawn based on the criminal records check report or upon a determination that the information provided by the applicant during the pre-employment process was inaccurate, incomplete or untruthful.
- E.** Employment conditioned on the completion of a background and criminal records check will be terminated if it is determined that the employee intentionally failed to respond truthfully to questions about criminal activity, prior employment or other material information. The District may terminate any employment contract based upon the review of the criminal records check report and related information. When it is determined that an employee or prospective employee has failed to fully disclose their background through misunderstanding or inadvertence, such failure will be considered in employment or termination considerations.
- F.** Those subject to criminal records checks under this policy include all those recommended for full-time, part-time or temporary employment in the School District, including student teachers, and any contracted employees (unless otherwise exempt from such checks by law) who will have unsupervised contact with students. Persons employed by a public or independent school as of July 1, 1998 shall not be subject to the criminal record check provisions unless the individual ceased to be employed by a Vermont public or independent school for a continuous period of one year or more after that date. Upon completion of a criminal records check, the Human Resources will notify the person subject to the check about the District's protocol for maintenance of criminal history files.

IV. RESIGNATIONS

A resignation by a licensed employee who is under contract to the school should be submitted to the superintendent in writing. The resignation of a licensed employee will take effect on a date approved by the school board after receiving the recommendation of the superintendent. The School Board reserves its right to pursue all available legal remedies (including by way of example but not limitation, an action based upon Title 16 V.S.A. § 1752) whenever a teacher who is under contract with the District resigns without first obtaining from the School Board a release from their employment contract.

A resignation by an unlicensed employee shall be submitted in writing and shall be effective upon receipt by the superintendent or building administrator. A resignation by a licensed or unlicensed employee may not be withdrawn unilaterally by the employee once it has been submitted to the superintendent.

COLCHESTER SCHOOL DISTRICT**POLICY: SUBSTITUTE TEACHERS, VOLUNTEERS & WORK STUDY STUDENTS****DATE ADOPTED:** Draft**POLICY STATEMENT**

The Colchester School District recognizes that substitutes, volunteers and work study students play an integral role in the delivery of educational services at the schools.

It is the policy of the District to employ substitute educators who will meet the minimum qualifications outlined by Vermont Standards Board for Professional Educators (VSBPE) Rule, as well as the additional requirements established by this policy. Appropriate supervision of volunteers and work study students will enhance their contributions as well as fulfill the responsibility that the District has for the education and safety of its students.

I. DEFINITIONS

- A. Licensed Educator** is a substitute teacher who is licensed and appropriately endorsed for the position for which they are employed.
- B. Retired Educator** is withdrawn from active service and is qualified to receive a retirement allowance and may hold a Retired Educator License. The same requirements apply to retired educators as for unlicensed persons if they do not hold a Retired Educator License and their Level Two License has expired.
- C. Unlicensed Person** may be employed as a substitute teacher for up to thirty (30) consecutive calendar days in the same assignment. The superintendent may apply to the Vermont Standards Board for Professional Educators or its designee for emergency or provisional licenses as provided in VSBPE Rules 5350 and 5360. These provisions apply to retired educators if they do not hold a Retired Educator License and their Level Two License has expired.
- D. Volunteer** is an individual not employed by the school district who works on an occasional or regular basis in the school setting to assist the staff. A volunteer works without compensation or economic benefits.
- E. Work Study Student** is a post-secondary student who receives compensation for work performed at a school operated by the District as part of a work experience program sponsored or provided by the college or university at which the student is enrolled.

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Second Reading: June 4, 2024

Third Reading:

II. ADMINISTRATIVE RESPONSIBILITIES

A. SUBSTITUTE TEACHERS

A list of qualified substitute teachers, organized by grade level and subject, will be developed by the superintendent or their designee for all schools in the District. No person will be placed on the qualified substitute list unless that person has graduated from high school. It is the responsibility of the principal/school administrator to assign a substitute to fill any vacancy caused by the temporary absence of a regular staff member.

The superintendent or designee will provide substitute teachers with information on the prevention, identification, and reporting of child sexual abuse, as required by 16 V.S.A. 563(a). Each teacher under contract will compile a packet of information containing pertinent substitute teacher information as defined by the principal.

Human Resources will request a criminal records check through the Vermont Crime Information Center (VCIC), the Vermont Child/Adult Abuse Registry, and the Vermont Internet Sex Offender Registry on any candidate that is recommended for appointment. Requests will be made for fingerprint-supported criminal records from the state of Vermont and any state in which the superintendent has reason to believe the applicant has resided or been employed. Human Resources shall maintain such records in accordance with state law.

Substitute teachers will be paid per diem wages as determined by the superintendent from year to year. Distinctions in pay level may be made based on the need for the substitute teacher to prepare lessons and assess and record student progress, on the length of service and on the credentials of the substitute teacher. There is no guarantee of employment. Substitutes are employed "at will," which means the individual or superintendent may terminate employment at any time without reason. Substitutes shall not be considered district employees under the negotiated agreements between the District and Colchester Education Association.

B. VOLUNTEER AND WORK STUDY STUDENTS

Volunteers and work study students will be appropriately screened prior to entering into service in the District.

Only volunteers and work study students who have been screened and approved by the superintendent or designee may have unsupervised contact with students. Human Resources will request a criminal records check through the Vermont Crime Information Center (VCIC), the Vermont Child/Adult Abuse Registry, and the Vermont Internet Sex Offender Registry for any person being considered for service as a volunteer or work study student. A person who is on the Vermont Internet Sex Offender Registry shall not be eligible.

COLCHESTER SCHOOL DISTRICT

POLICY: WELLNESS POLICY

DATE ADOPTED: Draft

PURPOSE

It is the intent of the School District to comply with the local policy requirements of the federal Child Nutrition and WIC Reauthorization Act of 2004 and the Healthy, Hunger-Free Kids Act of 2010 (HHFKA). In accord with those requirements, this policy has been developed in consultation with parents, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators and the general public.

POLICY STATEMENT

It is the policy of the School District to establish goals for nutrition promotion and education, nutrition guidelines, physical activity and other school based activities that are designed to promote student wellness. The School District will review and consider evidence-based strategies in determining these goals.

I. NUTRITION EDUCATION AND PROMOTION

The School District shall provide nutrition promotion and education programs as required by state law and regulations of the State Board of Education. In particular, the District shall provide a nutrition component in its Comprehensive Health Education program and shall develop curricular programs intended to accomplish applicable goals enumerated in the Vermont Education Quality Standards.

Schools will provide nutrition education and engage in nutrition promotion in the following ways.

- A.** Included in health education classes and also integrated into other classroom instruction through subjects such as math, science, language arts, social studies, and electives, as applicable.
- B.** Includes enjoyable, developmentally-appropriate, and culturally-relevant participatory activities, such as cooking demonstrations or lessons, promotions, taste-testing, farm visits, and school gardens. These activities happen regularly throughout the year,
- C.** Promotion of fruits, vegetables, whole grain products, low-fat and fat-free dairy products, healthy food preparation methods, and health-enhancing nutrition practices.
- D.** Is designed to provide students with the knowledge and skills necessary to promote their individual health.

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- E. Links with school meal programs, cafeteria nutrition promotion activities, school gardens, Farm to School programs, other school foods or nutrition-related community services.

Some suggestions for promotion of healthy food and beverages choices include:

- A. Signage that displays daily food choices.
- B. Giving families menus, photos and/or videos of food items on the menu.
Posting menus on the district website and/or individual school websites along with nutritional content and ingredients.
- C. Information about nutritional content of foods.
- D. An “infomercial” about new foods to increase familiarity with new foods, nutritional content.
- E. Promoting a fruit or veggie of the day.
- F. Taste tests and recipe contests involving students and staff.
- G. Signage in the food service area that indicates the daily menu offerings and required minimum selections needed to make a complete meal.
- H. Scheduling a recess period before lunch to encourage healthy eating.
- I. Support from the district for Farm to School activities.
- J. Identifying school personnel/team to help bridge connection to nutrition and curriculum.

Nutrition education and promotion programs shall be conducted by appropriately licensed staff members. The district shall provide appropriate, needs-based professional learning in the area of nutrition education for teachers and other staff.

II. STANDARDS FOR USDA CHILD NUTRITION PROGRAMS AND SCHOOL MEALS

A. School Meals

All schools are committed to providing healthy meals for students in compliance with the USDA child nutrition programs, including the National School Lunch Program (NSLP) and the School Breakfast Program (SBP). District menus are based on the USDA Dietary Guidelines for Americans and either meet or exceed the current nutrition requirements established by local, state, and Federal statutes and regulations. In addition, the District Food Service uses USDA geographical preference rules to access local foods and beverages whenever possible.

The district and the food service program is committed to offering and promoting school meals that are:

1. Accessible to all students.

2. Served in clean and pleasant settings.
3. Given adequate time to eat (a full 20 minutes, at minimum, to sit down in the cafeteria), and
4. Scheduled at appropriate hours.

B. Staff Qualifications and Professional Development

The School District shall ensure that professional development in the areas of food service, administrative practices, and nutrition is provided for all food service managers and staff in accordance with USDA professional standards. A copy of the USDA professional standards is available on the USDA website: <https://professionalstandards.fns.usda.gov/>

C. Water

Potable drinking water will be available throughout the school day at every school, including in the meal service area, at no cost to students.

III. NUTRITIONAL STANDARDS FOR COMPETITIVE FOODS AND OTHER BEVERAGES

A. Competitive Foods and Beverages

The School District is committed to ensuring that all foods and beverages sold to students during the school day are, at minimum, in compliance with the USDA Smart Snacks federal nutrition standards. This includes all additional non-meal food and beverages, such as those from vending machines, beverages, a la carte lines, school stores, and snack or food carts. These standards will apply in all locations and through all services where foods and beverages are sold to students during the school day, which is legally defined as being from 12:00 a.m. to 30 minutes after the official end of the school day.

The district will limit food and beverage marketing to the promotion of only those foods and beverages that meet the USDA Smart Snacks in School nutrition standards on school campus. [Corresponds to Vermont Agency of Education Model Local Wellness Policy - Goals for Nutrition Promotion and Education #3]

A summary of the standards and information, as well as a Guide to Smart Snacks in Schools are available at <https://www.fns.usda.gov/healthierschoolday/tools-schools-focusing-smart-snacks>.

B. Celebrations and Rewards

The School District is required to establish nutrition guidelines for all other foods provided, but not sold to students during the school day. Foods provided, but not sold, may include food that is part of a classroom celebration or food that is provided by parents/caregivers or community organizations free of charge.

All schools will provide a list of healthy party/celebration guidelines to parents and teachers and other relevant school staff members that include non-food celebration ideas. Healthy party ideas are available from the Alliance for a

Healthier Generation and from the USDA Website. These guidelines apply to foods provided by the school and foods provided by families of students.

Food shall not be used in district schools as a reward or punishment except as part of behavioral intervention plan developed by licensed professionals, whose content is subject to state and local grievance procedures under Section 504 and IDEA.

C. Fundraising

Only foods and beverages that meet or exceed the USDA Smart Snacks in Schools nutrition standards may be sold through fundraisers on the school campus during the school day, which is from 12:00 a.m. to 30 minutes after the official end of the school day for students. The USDA Smart Snacks nutrition standards can be found on the USDA website: <https://www.fns.usda.gov/tn/guide-smart-snacks-schools>.

The School District will make available to families, teachers, and other relevant school staff members a list of healthy fundraising ideas. Additional healthy fundraiser ideas are available from the Alliance for a Healthier Generation and Active Schools Fundraising.

IV. PHYSICAL ACTIVITY

All students in grades K - 12 will have the opportunity to engage in at least 30 minutes of physical activity during or after each school day. Activities may include recess, movement breaks, participation in sports, walking or bicycling to and from school, and other movement opportunities related to the curriculum. The School District will ensure that these varied physical activity opportunities are in addition to, and not as a substitute for, physical education.

Other ideas for increasing physical activity in schools can be found in the Active Students are Better Learners document provided by the State of Vermont.

A. Recess

All elementary schools (K-5) will offer at least 20 minutes of recess on all days during the school year. This policy may be waived on early dismissal or late arrival days. Outdoor recess will be offered when weather is feasible for outdoor play, at the discretion of the building administrator based on their best judgment of safety conditions.

B. Physical Education

The School District will provide students with physical education, using age-appropriate, sequential physical education curriculum consistent with the national and state standards for physical education. The physical education curriculum will promote the benefits of a physically active lifestyle and will help students develop skills to engage in healthy lifelong habits. Physical education programs will promote students' physical fitness through individualized fitness and activity assessments and will use criterion-based reporting for each student.

The School District will provide physical education classes for all students as required by the Education Quality Standards. Currently, the Educational Quality Standards requires:

1. K - 8: a minimum of two physical education classes per week.
2. 9 - 12: one and one half years of physical education or the equivalent thereof.

All students will be provided equal opportunity to participate in physical education classes. The School District will make appropriate accommodations to allow for equitable participation for all students and will adapt physical education classes and equipment as necessary. Flexible, alternative pathways for proficiency-based learning in physical education shall be made equally accessible for all students.

V. WELLNESS PROMOTION AND MARKETING

The School District will implement other wellness based school activities at the discretion of the superintendent, his or her designee, and/or a District Wellness committee. These activities will be in accordance with evidence-based strategies such as those provided in the Vermont School Wellness Policy Guidelines. Examples of such activities include:

- A. Fuel Up To Play 60.
- B. Wellness fairs.
- C. Walk and bike to school events.
- D. Running programs such as “Ready, Set, Run” and “Girls on the Run”.
- E. Jump Rope for Heart.
- F. Workshops such as mindfulness and yoga.
- G. Exercise classes for students and/or staff.
- H. Partnering with outside organizations to provide health checks and clinics for employees, such as BCBS for health assessments and the flu shot clinic, Albany College, and Colchester Parks and Recreation.
- I. Informational family nights on topics connected to wellness.

VI. IMPLEMENTATION, EVALUATION, AND COMMUNICATION

- A. The School District will develop and maintain a plan for implementation to manage and coordinate the execution of this wellness policy. The superintendent, his or her designee, and/or a District Wellness Committee, shall periodically monitor District programs and curriculum to ensure compliance with this policy and any administrative procedures established to carry out the requirements of this policy.

- B. The School District will convene a representative District Wellness Committee to establish goals for and oversee the implementation, monitoring, periodic review, and update of the wellness policy. District Wellness Committee membership will represent all school levels and include (to the extent possible), but not limited to: parents and caregivers, students, representatives of the school food authority, teachers of physical education, school health professionals, the school board, school administrators and the general public.
- C. The School District shall annually inform and update the public about the content and implementation of this policy, including the extent to which schools are in compliance with this policy, the extent to which this policy compares to model local school wellness policies and a description of the progress made in attaining the goals of this policy.
- D. The superintendent, or his or her designee, shall report at least annually to the board and to the public on the District's compliance with law and policies related to student wellness. The report shall include information as to the content and implementation of this policy, and an assurance that District guidelines for reimbursable meals are not less restrictive than regulations and guidelines issued for schools in accordance with federal law.

VII. ASSESSMENT

The School District will conduct an assessment of the wellness policy every three years. This assessment will determine:

- A. District compliance with the wellness policy.
- B. How the wellness policy compares to model wellness policies.
- C. Progress made in attaining the goals of the wellness policy.

The wellness policy will be updated or modified by the School District based on the results of the triennial assessment and annual progress reports. Assessment tools currently available include the following:

- A. WellSAT 2.0: <http://www.wellsat.org/>
- B. CDC School Health Index: <https://www.cdc.gov/healthyschools/shi/index.htm>
- C. ASCD SIT (whole child/CDC):
<http://sitool.ascd.org/Default.aspx?ReturnUrl=%2f>

CONSENT AGENDA

Board Meeting Date: June 4, 2024

Licensed Employees (Teacher/Administrator)

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Teacher	Philip	Gulizio	Transfer	CAP Special Education Teacher	1.0	CAP	Request to transfer	Kelly Barrino		Yes
Teacher	Jaclyn	Dixon	Leave of Absence	Math Teacher	1.0	CHS	Request for LOA (24/25 School Year)			
Teacher	Jaclyn	Dixon	Transfer	6-12 Math Instructional Coach (one year only)	1.0	CMS/CHS	Request to transfer		Yes	Yes
Teacher	Kaitlin	Cole	Transfer	Elementary Teacher	1.0	PPS	Request to transfer	Margaret Hershman	Yes	Yes

Non-Licensed Employees (Support Staff), Board Approval Required

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support

Non-Licensed Employees (Support Staff), Informational

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Support Staff	Lucas	Calcagni	New Hire	Maintenance	1.0	DW	Notice of hire	Robert King		
Support Staff	Pam	Handy	Resignation	Paraeducator	1.0	UMS	Notice of resignation			
Support Staff	Nora	Tetrick	Resignation	Paraeducator	1.0	UMS	Notice of resignation			
Support Staff	Deena	Murphy	Resignation	ELL Paraeducator	1.0	MBS	Notice of resignation			
Support Staff	Gabrielle	Lajeunesse	Resignation	Paraeducator	1.0	PPS	Notice of resignation			
Support Staff	Arwa	Dawman	Resignation	Paraeducator	1.0	MBS	Notice of resignation			
Support Staff	Erica	Lim	Resignation	ELL Paraeducator	1.0	CMS	Notice of resignation			
Co-Curricular	Emma	Pedrin	New Hire	Girls Soccer Coach	25.0	CHS	Notice of Hire	Jeff Paul		
Support Staff	Haylee	Patch	Resignation	Behavior Interventionist	1.0	UMS	Notice of resignation			
Support Staff	Michelle	Berthiaume	Transfer	HR Manager	1.0	CO	Notice of transfer	Jessica Phelan		
Support Staff	Linda	Nietzer	Resignation	Food Service	7.0	CHS	Notice of resignation			
Support Staff	Emma	Bruseo	Resignation	ELL Paraeducator	32.5	CMS	Notice of resignation			
Support Staff	Taylor	Danforth	Resignation	Paraeducator	32.5	UMS	Notice of resignation			
Support Staff	Emma	Gervais	Resignation	Paraeducator	16.0	MBS	Notice of resignation			

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting, Special Meeting
Room 114B, Colchester High School

Tuesday, May 21, 2024
6:00 p.m.

MINUTES

The Colchester Board of Education held a Special Board Meeting on Tuesday, May 21, 2024. Those in attendance included Board Chair Lindsey Cox, Board Directors Ben Yousey-Hindes, Laurie Kigonya and Jennifer Fath, Superintendent Amy Minor, Principal Andrew Conforti, the student and their family.

I. Call to Order

Board Chair Lindsey Cox called the meeting to order at 6:00 p.m.

II. Executive Session: Student Hearing

Board Chair Cox moved to enter executive session at 6:00 p.m. to conduct a student hearing. The motion passed unanimously.

III. Adjournment

Director Kigonya moved to exit executive session and adjourn at 6:57 p.m. The motion passed unanimously.

Recorder:

Board Clerk:

Meghan Baule
Recording Secretary

Ben Yousey-Hindes
Board Clerk

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting
Colchester High School Media Center

Tuesday, May 21, 2024
7:00 pm

MINUTES (General Session)

The Colchester Board of Education held a regular board meeting on Tuesday, May 21, 2024, in the Colchester High School Media Center. Board members in attendance were Board Chair Lindsey Cox, Directors Ben Yousey-Hindes, Laurie Kigonya, Jennifer Fath, and Student Representative Phoebe Richardson. District administrators and employees in attendance included Superintendent Amy Minor, Director of Curriculum Gwen Carmolli, Director of Student Support Services Carrie Lutz, Director of Instructional Support Services Jean Shea, and CHS Principal Andrew Conforti. There was one community member in the audience.

I. Call to Order

Board Chair Lindsey Cox called the meeting to order at 7:04 pm and led in the Pledge of Allegiance.

II. Citizen Participation

Andrew Champagne from Essex Junction addressed the board regarding bullying between students and a lack of social skills, particularly at the middle school where his niece attends. He criticized the district's policies and procedures regarding bullying and emphasized that the schools should teach students about dating and relationships. He compared the lack of skills in these areas with the school district's operating budget and expressed dismay that the district wasn't doing an adequate job given the size of the budget.

III. Hear Presentation: Community Eligibility Provision (CEP) Information

Director of Food and Nutrition Services Steve Davis gave the board an overview of the Community Eligibility Provision (CEP). The district became eligible for the CEP a few months ago through a combination of the increased percentage of students experiencing poverty, currently at 31%, and the state lowering the qualification threshold to 25%. Being a CEP district will allow the district to use more federal funds than state funds, helping reduce property taxes. The state now directly certifies students through other statewide systems, such as Medicaid, absolving families from needing to provide the school with a secondary application. The direct certification makes the district's data more accurate and removes the barrier and stigma for families to apply with the school. The district will no longer need to process Free and Reduced Meal Applications, reducing the administrative burden.

IV. First Reading of Wellness Policy: F34 Action

CHS Principal Andrew Conforti and MBS Assistant Principal Brooke King gave an overview of the committee's work reviewing the district's current Wellness Policy. The committee included employees, families, and students. Based on that feedback, they suggested a handful of edits, which the board accepted.

Director Yousey-Hindes moved to approve the first reading of the Wellness Policy: F34. The motion passed unanimously.

V. Hear Presentation: DEI Year-End Overview

Information

Diversity, Equity, and Inclusion Coordinator Jamilah Vogel shared highlights from the current school year. She noted the adoption of a districtwide equity policy, increased professional development and onboarding for support staff employees like kitchen staff and bus drivers, and work to strengthen the approaches available to provide support that meets the needs of families for things like attendance, language translation, and food insecurity. She shared examples of some new and existing inclusive school celebrations, how schools are continuing to amplify student voice, including opportunities for peer-to-peer connection across schools and grade levels, and how the district has been examining the available texts in the classroom to infuse more high-quality offerings that increase positive and affirming representation. The board asked some follow-up questions regarding employee professional development, leadership opportunities for students, interfacing with community members, and efforts to stay current on the changing landscape.

VI. Hear Presentation: Special Education Needs

Information

Leaders in the Support Services Department reviewed the services that the district is providing for students who struggle with traditional school. Throughout the presentation, the team identified the needs and offered a potential solution for the high school level. Director of Student Support Services Carrie Lutz and Director of Instruction Support Services Jean Shea presented data showing the increase of students on IEPs, 504s, placed in an out-of-district program, or otherwise receiving professional services. They highlighted some of the external and internal behaviors that lead special education students to not be successful in the general education environment and highlighted the barriers to obtaining support for them. Special Educators from CHS, Dave Sharkey and Dana Visser, expanded on the current continuum of support at the different schools in the district from elementary to high school. They shared that the primary barrier is the lack of a reliable and consistent alternative system for students in the Chittenden County area that can meet their needs.

They then presented their vision for developing a system specifically at CHS that would expand options given the significant regional shortage of out-of-district placements for students. They suggested the creation of a self-contained classroom in the CHS building that would be designed to meet the needs of students who are coming to school every day but are exhibiting internalizing behaviors such as avoidance, withdrawal, or an inability to engage and sustain attention. They shared that a growing population of students are not passing, making progress, or earning credits in their general education classes despite regular attendance and differentiation, accommodation, modification, and additional academic support. The class would have a social-emotional learning and project-based learning focus with lots of opportunities for self-regulation. It would be run by a special educator with support from general education teachers, behavior specialists, and social workers. To implement the program for the upcoming school year, the team requested the addition of a special educator at CHS. Ms. Lutz provided an overview of the expenditures associated with the current model of sending students to out-of-district placements, including enrollment and transportation costs. She recommended funding this proposed additional position through a combination of Medicaid and IDEA-B grant funding. The board discussed the proposed program with the presenting team and asked clarifying questions before offering their initial support, recognizing the significant need and the existing funding.

VII. Second and Final Reading of Tiered System of Supports and Educational Support Team: G7 Action

One edit was suggested at the first reading. That edit was made, and no other changes were requested or made.

Director Kigonya moved to approve the second and final reading of the Tiered System of Supports and Educational Support Team: G7.

VIII. Second and Final Reading of Educational Records: F6 Action

No edits were requested at the first reading.

Director Kigonya moved to approve the second and final reading of Educational Records: F6. The motion passed unanimously.

IX. Approval of Consent Agenda Action

The board reviewed the following consent agenda.

DRAFT

CONSENT AGENDA

Board Meeting Date: May 21, 2024

REVISED

Licensed Employees (Teacher/Administrator)

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Teacher	Amanda	Bonanni	New Hire	Grade 5 Teacher	1.0	MBS	Request to hire	Nichole Hamblet	Yes	Yes
Teacher	Erin	McLaughlin	New Hire	Multilingual Learners Newcomer Teacher	1.0	DW	Request to hire	New Position	Yes	Yes
Teacher	Kathryn	Hughes	New Hire	Special Education Teacher	1.0	MBS	Request to hire	Megan Tighe	Yes	Yes
Teacher	Kelly	Youngberg	New Hire	Elementary Teacher	1.0	PPS	Request to hire	Margaret Hershman	Yes	Yes
Teacher	Jessica	Settles	New Hire	7/8 ELA Teacher	1.0	CMS	Request to hire	Katie Joyce	Yes	Yes
Teacher	Zach	Ziemer	New Hire	1 yr only Science Teacher	1.0	CHS	Request to hire	Kara Lenorovitz	Yes	Yes
Teacher	Kelly	Barrino	New Hire	Special Education Teacher	1.0	CHS	Transfer- From CAP to CHS	Danielle Dubro	Yes	Yes
Teacher	Leslie	Drew	Resignation	Special Education Teacher	1.0	CMS	Request to end employment 06/08/2024			Yes
Teacher	Carrie	Dixon	Resignation	Spanish Teacher	0.8	CHS	Request to end employment 6/30/2024			
Teacher	Kim	Wilson	New Hire	Health Teacher	1.0	CMS	Request to hire	Elizabeth Tansey	Yes	Yes
Teacher	Kaitlin	Scherber	New Hire	Special Education Teacher	1.0	CMS	Request to hire	Leslie Drew	Yes	Yes
Teacher	William	Crowley	New Hire	Special Education Teacher	1.0	CMS	Request to hire	Amber Fitzgerald	Yes	Yes
Teacher	Jocelyn	Fletcher Scheuch	New Hire	6-12 Literacy Instructional Coach	1.0	CMS/CHS	Request to hire	Tara Sharkey	Yes	Yes

Non-Licensed Employees (Support Staff), Board Approval Required

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Individual	Karissa	Shaw	New Hire	Behavior Specialist	1.0		Request to hire	Riley Maarko		

Non-Licensed Employees (Support Staff), Informational

Contract Type	First Name	Last Name	Category	Position	FTE/Hours	Building	Agenda Information	Person Replacing	Budgeted	Admin Support
Support Staff	Tina	Al-Moody	Leave of Absence	ML Paraeducator	32.5	PPS	Request for LOA (2024-2025 school year)			
Support Staff	Jessica	Phelan	Resignation	HR Manager	30.0	CO	Notice of resignation			
Support Staff	Meghan	Mead	Transfer	Administrative Assistant	1.0	CMS	Notice of transfer (was Admin. Asst. I SPED @ CMS)	Amanda Pariseau		
Support Staff	Sophia	Meimaris	Resignation	Paraeducator	10.0	MBS	Notice of resignation @ end of school year			
Support Staff	Jeffrey	Pickup	Resignation	Paraeducator	32.5	UMS	Notice of resignation @ end of school year			
support Staff	Garielle	Brooks	New Hire	Administrative Assistant II - Athletics & Activities	1.0	CHS	Notice of Hire	Erica Lovejoy		

Director Yousey-Hindes moved to approve the consent agenda. The motion passed unanimously.

X. Approval of Meeting Minutes: May 7, 2024 **Action**

Director Kigonya moved to approve the May 7, 2024 meeting minutes. The motion passed unanimously.

XI. Board/Administration Communication, Correspondence, Committee Reports **Information**

- The district is continuing to work on the long-term facilities plan. Two committee groups have worked with Black River Design to visualize potential renovation plans.

XII. Future Agenda Items **Information**

- Assurances
- Social Emotional Learning Presentation
- Continuation of the Policy Review Cycle

XIII. Adjournment

Director Kigonya moved to adjourn at 9:08 pm. The motion passed unanimously.

Recorder:

Meghan Baule
Recording Secretary

Board Clerk:

Ben Yousey-Hindes
Board Clerk

COLCHESTER SCHOOL DISTRICT

Board of Education Meeting, Special Meeting
Conference Room, Central Office

Tuesday, May 28, 2024
6:00 p.m.

MINUTES

The Colchester Board of Education held a Special Board Meeting on Tuesday, May 28, 2024. Those in attendance included Board Directors Ben Yousey-Hindes, Laurie Kigonya and Jennifer Fath, Superintendent Amy Minor, Principal Andrew Conforti, the student and their family.

I. Call to Order

Board Director Ben Yousey-Hindes called the meeting to order at 5:49 p.m.

II. Executive Session: Student Hearing

Director Kigonya moved to enter executive session at 5:50 p.m. to conduct a student hearing. The motion passed unanimously.

III. Adjournment

Director Kigonya moved to exit executive session and adjourn at 6:53 p.m. The motion passed unanimously.

Recorder:

Board Clerk:

Meghan Baule
Recording Secretary

Ben Yousey-Hindes
Board Clerk