Missisquoi Valley Union
Middle/High School

SAFE
RESPECTFUL
RESPONSIBLE FOR LEARNING

MVU is committed to building an active learning community where all are accountable to ensure students develop the skills and knowledge to grow into responsible and productive citizens

2021-2022 Parent/Student Handbook
BOARD OF DIRECTORS:

Devin Batchelder (Vice-Chair): 285-2287
Eric Beauregard: 285-6208
Peter Magnant: 285-6243
Steven Scott: 868-7850
Chris Shepard (Chair): 393-2871
Jen Chevalier: 782-7184
Terri O'Shea: 868-3017
Donald Collins: 868-7975
Meaghan Conly (Clerk): 793-4804

CENTRAL OFFICE (868-4967):

Superintendent: Julie Regimbal
Director of Curriculum and Instruction: Kosha Patel
Director of Student Support Services: Tania Hayes
Business Manager: Lora McAllister
Director of Technology: Robert Gervais
Director of Indian Education: Jeff Benay

MVU ADMINISTRATION (868-7311):

Co-Principal for High School: Jay M. Hartman, ext. 133
Co-Principal for Middle School: Dan Palmer, ext. 196
Director of Teaching and Learning: Jennifer DeSorger, ext. 127
Director of Student Affairs: Steve Messier, ext. 138
Special Education Coordinator: Linda Rouse-Turner, ext. 151
Director of Facilities: Paul Gregoire, ext. 141

ATHLETICS AND ACTIVITIES DIRECTOR: DIRECTOR OF GUIDANCE
John Lumsden, ext. 232 Tyler Meigs, ext. 147

School Resource Officer:
Dean Scott, ext. 221
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We at MVU envision a respectful community of learners guided by the values of integrity, accountability, and success for all students.

Our Philosophy

We, the Missisquoi Valley Union Middle and High School (MVU) Learning Community, are committed to the establishment of high standards for student learning. Our mission is to create an active learning community where adults and students alike are respected, valued, and required to take responsibility for achievement. Before setting our mission on high standards, we believe it crucial to assure that every student exits MVU with the fundamentals they must embody to enter a democratic society. We must provide foundational skills in the important areas of basic literacy, numeracy, technology, civics, and finance. No one will be left without these aspects of an educated citizen. Individual learners will build upon this foundation, using their imagination and a willingness to take risks to achieve their greatest potential. A democracy requires two goals for education that are sacred. Schools must be both equal and excellent. Equality and education is founded on the belief that in a democracy all citizens are entitled to the skills necessary for thoughtful and active citizenship. Excellence in education is derived from a commitment to learning. Equality does not require that everyone in a diverse and valued multi-cultural atmosphere learn exactly the same things in exactly the same way. It does require that differences in rates of learning, in interests and in the purposes of schooling not be used to diminish opportunities to learn or to gain access to knowledge. Differences must not be converted into inequalities. Collaboration, communication, and creativity will be the tools we employ as we work together to achieve our vision. We will engage our entire community in creating learning opportunities that allow students to translate knowledge into meaningful application. Using our core values as guideposts, we will hold ourselves accountable for actualizing our vision through thoughtful, inclusive, and strategic planning. We will establish benchmarks along our path to excellence, and establish means of measuring our progress. Together we will succeed for the benefit of our young people and our future.

At MVU, we believe that all students and parents should review and be familiar with the MVU handbook. The handbook contains MVU’s academic, discipline, and school safety information, our attendance requirements, school/district wide policies regarding hazing, harassment, bullying, as well as much more. The handbook can be found at www.MVUSchool.org under the Parent/Student Resources tab on the left side of the page. If you wish to obtain a hard copy of the 2019-2020 handbook, please contact the office of Student Affairs at 868-7311 ext. 138. The school reserves the right to make changes to this handbook without notice. All updates and changes can be found on the handbook document linked at the school’s website.

If you have questions about any information contained herein, please call the Director of Student Affairs’ Office at 868-7311 ext. 138.
Expectations for Student Learning

Academic Expectations
A graduate of Missisquoi Valley Union...

- Writes effectively for a variety of purposes and audiences
- Communicates ideas and information in a variety of media
- Reads a variety of written materials with accuracy and understanding
- Applies mathematics to solve a variety of problems
- Applies methods of scientific inquiry to explain and demonstrate an understanding of one's world
- Uses relevant and appropriate technologies for many different purposes
- Solves problems in a variety of contexts and content areas
- Has post-secondary career goals and a plan to accomplish these goals

Civic and Social Expectations
A graduate of Missisquoi Valley Union...

- Demonstrates knowledge and respect for diverse ideas, beliefs and cultures
- Makes informed healthy choices regarding oneself and others
- Is an informed community member who understands and exercises civic responsibilities

MVU fully supports the philosophy and intent of Title VI, Section 504, Title IX and all federal regulations promulgated therein. MVU will not discriminate on the basis of race, color, religion, national origin, age, marital/civil union status, sexual orientation, gender identity, economic status or handicapping condition, nor shall any student be excluded from participation in any program because of such. Citizens desiring information relating to our non-discrimination policies or who wish to file a complaint may do so by contacting the Co-Principal at MVU, 175 Thunderbird Drive, Swanton, VT, Telephone: 868-7311 ext. 133, email: jay.hartman@mvsdschools.org or ext. 196, email daniel.palmer@mvsdschools.org

NOTICE OF NONDISCRIMINATION
The Missisquoi Valley School District Board will not unlawfully discriminate against any person or group on the basis of race, color, religion, national origin, age, marital/civil union status, sexual orientation, gender identity, economic status or handicapping condition. Applicants for admission and employment, students, parents, employees, sources of referral of applicants for admission and employment, and all unions or professional organizations holding collective bargaining or professional agreements with the Missisquoi Valley School District are hereby notified that this District does not discriminate on the basis of race, color, religion, national origin, age, marital/civil union status, sexual orientation, gender identity, economic status or handicapping condition in admission or access to, or treatment or employment in, its programs and activities. The school principal has been designated by the Missisquoi Valley School District to coordinate the District’s efforts to comply with the regulations implementing Title VI, Title IX, and Section 504 of the Rehabilitation Act of 1973, and other non-discriminating laws or regulations. The designated person may be contacted by mail at 175 Thunderbird Drive, Swanton, VT 05488, or by telephone at (802) 868-7311 ext. 133. Any person having inquiries concerning the Missisquoi Valley School District’s compliance with the regulations implementing Title VI, Title IX, Section 504 or other state or federal non-discrimination coordinator described above should contact the Superintendent of Schools, Julie Regimbal by telephone at 868-4967 or by mail at 100 Robin Hood Drive, Swanton, VT 05488.
Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) is a federal privacy law that gives parents certain protections with regard to their children's education records, such as report cards, transcripts, disciplinary records, contact and family information, and class schedules. As a parent, you have the right to review your child's education records and to request changes under limited circumstances. To protect your child's privacy, the law generally requires schools to ask for written consent before disclosing your child's personally identifiable information to individuals other than you.

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days after the day the Missisquoi Valley School District receives a request for access.

   Parents or eligible students who wish to inspect their child's or their education records should submit to the school principal [or appropriate school official] a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

   Parents or eligible students who wish to ask Missisquoi Valley to amend their child's or their education record should write the school principal [or appropriate school official], clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. The criteria for determining who constitutes a school official and what constitutes a legitimate educational interest must be set forth in the school's or school district's annual notification for FERPA rights. A school official typically includes a person employed by the school or school district as an administrator, supervisor, instructor, or support staff member (including health or medical staff (FERPA, continued))
and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer, contractor, or consultant who, while not employed by the school, performs an institutional service or function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official typically has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility. Upon request, the school discloses education records without consent to officials of another school or school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student’s enrollment or transfer. [NOTE: FERPA requires a school or school district to make a reasonable attempt to notify the parent or student of the records request unless it states in its annual notification that it intends to forward records on request or the disclosure is initiated by the parent or eligible student.]

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the Missisquoi Valley School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202

FERPA permits the disclosure of PII from students’ education records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in § 99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, § 99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parents or the eligible student:

● To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions, provided that the conditions listed in § 99.31(a)(1)(i)(B)(1) - (a)(1)(i)(B)(3) are met. (§ 99.31(a)(1))
● To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is

(FERPA, continued)
for purposes related to the student’s enrollment or transfer, subject to the requirements of § 99.34. (§ 99.31(a)(2))

- To authorized representatives of the U. S. Comptroller General, the U. S. Attorney General, the U.S. Secretary of Education, or State and local educational authorities, such as the State educational agency (SEA) in the parent or eligible student’s State. Disclosures under this provision may be made, subject to the requirements of § 99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation, or enforcement or compliance activity on their behalf, if applicable requirements are met. (§§ 99.31(a)(3) and 99.35)

- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary for such purposes as to determine eligibility for the aid, determine the amount of the aid, determine the conditions of the aid, or enforce the terms and conditions of the aid. (§ 99.31(a)(4))

- To State and local officials or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system’s ability to effectively serve, prior to adjudication, the student whose records were released, subject to § 99.38. (§ 99.31(a)(5))

- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate, or administer predictive tests; (b) administer student aid programs; or (c) improve instruction, if applicable requirements are met. (§ 99.31(a)(6))

- To accrediting organizations to carry out their accrediting functions. (§ 99.31(a)(7))

- To parents of an eligible student if the student is a dependent for IRS tax purposes. (§ 99.31(a)(8))

- To comply with a judicial order or lawfully issued subpoena if applicable requirements are met. (§ 99.31(a)(9))

- To appropriate officials in connection with a health or safety emergency, subject to § 99.36. (§ 99.31(a)(10))

- Information the school has designated as “directory information” if applicable requirements under § 99.37 are met. (§ 99.31(a)(11))

- To an agency caseworker or other representative of a State or local child welfare agency or tribal organization who is authorized to access a student’s case plan when such agency or organization is legally responsible, in accordance with State or tribal law, for the care and protection of the student in foster care placement. (20 U.S.C. § 1232g(b)(1)(L))

- To the Secretary of Agriculture or authorized representatives of the Food and Nutrition Service for purposes of conducting program monitoring, evaluations, and performance measurements of programs authorized under the Richard B. Russell National School Lunch Act or the Child Nutrition Act of 1966, under certain conditions. (20 U.S.C. § 1232g(b)(1)(K))

MVU may disclose appropriately designated “directory information” without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow MVU to include this type of information from your child’s education records in certain school publications. Examples include:

- A playbill, showing your student’s role in a drama production;
- The annual yearbook;

(FERPA, continued)
Honor roll, other recognition lists; or other awards or recognitions;
Graduation programs; and
Sports activity sheets

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent’s prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. **If you do not want MVU to disclose directory information from your child’s education records without your prior written consent, you must notify the District in writing by September 18th, 2020.** MVU has designated the following information as directory information: [Note: an LEA may, but does not have to include all the information listed below.]

Student’s name
Address
Telephone listing
Photograph
Date of birth

Grade level
Participation in officially recognized activities and sports
Degrees, honors, and awards received

In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories- names, addresses and telephone listings - unless parents have advised the LEA that they do not want their student’s information disclosed without their prior consent. This annual notification is only a brief summary of rights. Further details regarding access to and disclosure of education records are contained in the School District's student records policy available through the district’s central office.

1 These laws are: Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the No Child Left Behind Act of 2001 (P.L. 107-110), the education bill, and 10 U.S.C. 503, as amended by section 544, the National Defense Authorization Act for Fiscal Year 2002 (P.L. 107-107), the legislation that provides that funding for the Nation's armed forces.

**Student publishing:**

Outside Entities and Military Recruiters:
If you do not want MVU to disclose directory information from your child’s education records to military recruiters or other outside entities, you must notify the school in writing.

Publishing of Media:
If you do not want MVU to publish your child’s information (i.e. academic, athletic, and other co-curricular recognitions, achievements, and accomplishments including images) on the school website, or in the St. Albans Messenger, Burlington Free Press, or County Courier, you must notify the school in writing.
At Missisquoi Valley Union Middle and High School (MVU), it is our belief that in order for students to contribute positively to a global society they must be universally aware, civically engaged, and capable of managing their digital lives. Students must be able to thoughtfully and critically use information, media, and technology in order to succeed. With these goals in mind, MVU provides technology resources for the students to access and utilize global resources, communicate and collaborate with other individuals/groups for educational purposes, and significantly expand access to digital curriculum and research. MVU believes the educational advantages of using technology outweigh the potential for misuse and has established safeguards to ensure the protection of staff and students. These safeguards ensure the benefits of technology, protect the school's investment in hardware and software, and help to prevent misuse. The provisions of this agreement are in addition to the requirements of applicable school rules and state and federal law. MVU has the duty to investigate any suspected violations.

Please be aware that your child may participate in virtual learning activities that would require them to use the built-in camera function of their Chromebook. Please contact your child's guidance counselor if you have any specific questions about this.

By using the technology, students and parents agree to the following provisions:

**Students will:**
- make sure their Chromebook is fully charged and available for use in all classes.
- take good care of their assigned Chromebook by: keeping it in its case at all times; keeping food and beverages away from it; not removing any identifying labels, or adding any personal labels/stickers; putting Chromebooks away during lunch period.
- be responsible for damage (including, but not limited to broken screens and missing keys). Repair fee for the first damage incident per year will be $25. Repair fee for subsequent damage incidents will be $35 each. If vandalized, the fee will be the full repair or replacement cost, whichever is less.
- submit a tech ticket if their Chromebook is lost/stolen, damaged or not working as expected.
- be responsible at all times for the proper use of their account and keep private information private (password and identity are not to be shared).
- only use their own school assigned or loaner devices.
- treat others with respect and report to an adult anyone who tries to harm or harass them or others.
- strive to be a responsible digital citizen and have appropriate conversations in all interactions with others.
- use computers/devices and network/Internet responsibly and appropriately for school-related purposes.
- credit sources when using information, images or other material that are not their own; respect the work of other students and not plagiarize, damage, or delete their work (plagiarism is taking the ideas or writings of others and presenting them as your own).
- follow school policies, rules, and regulations.
- return their assigned device, cover and charger clean and in good working condition. Replacement fees will be charged for any part vandalized or not returned. There will be a $275 fee for lost Chromebook, $25 fee for lost/vandalized cover, and $20 fee for lost or damaged chargers.

**Students will not:**
- distribute personally identifiable information of themselves or their peers (full names, passwords, addresses or other personal information) to someone they do not know.
- use another person’s account, or present themselves as another person or organization.
- purposefully access or send materials, which include pictures, video or audio files, that are rude, disrespectful, abusive, obscene, sexually oriented, threatening, harassing, damaging to another’s reputation, or illegal.
● use the school’s electronic resources and Internet connection for commercial or illegal purposes, any other activity prohibited by school policy; not redistribute copyrighted programs or data except with permission or in the context of fair use.
● attempt any repairs of school-owned devices.
● load apps/software on any school devices.
● access computers or the network to do things not approved by the school and MVSD

Students understand that anything they do using a school computer or network is not private and that teachers and school staff may review their work and activities at any time.

EQUAL OPPORTUNITY EMPLOYMENT (E.O.E.)

Missisquoi Valley Union Middle and High School Administration and Faculty believe that there is simply no place in our school community for intolerance or discrimination in any form, on the basis of race, color, national origin, religion, age, sex, or handicap. Our Superintendent of Schools is designated to handle inquiries regarding non-discrimination policy. To reach the Office of the Superintendent of Schools write: 100 Robin Hood Drive, Swanton, VT 05488 or call 868-4967.

ASBESTOS NOTIFICATION

Students and parents should be aware that Hall-Kimbrell Services, Inc. has determined that our building contains a small amount of asbestos. Their report says there is asbestos in the boiler room and in an area above the theater. There is also a possibility that there may be asbestos in some of the sheetrock which was used to build the building. You should be aware that the level is not excessive, but that it does exist. The Board of School Directors and the School Administration have adopted and implemented a Management Plan to contain the asbestos and minimize the risk to students and visitors. Management Plans are available in the offices of the principal and the superintendent of schools.
ACADEMIC INFORMATION

Timelines: Deadlines for Students

- 2 weeks after the Evidence of Essential Learning is due, the teacher refers the student to credit recovery.
- Students have 2 weeks after the end of the quarter to submit Evidence of Essential Learning to resolve an Incomplete.
  - After this deadline:
    - When there is evidence of student learning, the score is recorded as it was and is factored into the final grade. (i.e. a 1 on the rubric is recorded as 65%)
    - When there is no evidence of student learning, the score for that Essential Learning becomes a ‘0’ and is factored into the final grade.

Timelines: Expectations for Teachers

- Student completes a contract immediately when evidence is not provided upon due date.
- Teacher records Incomplete immediately when evidence is not provided. Teacher manually overrides grade as a ‘1’ and 0% with comment ‘Grade due to incomplete work’
- If a student receives a score of ‘1’ they should be given an Incomplete, retaught, and re-assessed.
- Teacher contacts parent/guardian and the Guidance Counselor.
- Teacher makes referral to credit recovery 2 weeks after due date.
- Teacher will score ‘Incomplete’ work that is submitted within 1 week and make appropriate grade changes.

11th and 12th grade students who receive an incomplete grade “I” on their report card at the end of a marking period will be given a window of time to restore the academic grade in the respective class or classes. Together with their teacher they will work to eliminate the incomplete grade at the end of the marking period. Students who complete the work during this time will receive full credit for the course and will remain eligible for extra-curricular activities, the school honor roll and other similar recognitions.

*SUBJECT TO CHANGE

END OF MARKING PERIOD
Quarter 1: **October 28th**
Quarter 2: **January 17th**
Quarter 3: **March 31st**
Quarter 4: **June 9th**
Grading Guidelines

Beginning with the Class of 2022, students must demonstrate that they are proficient on our PBGRs to graduate. This is in accordance with Vermont state law, Act 77. We report several different types of information about student progress.

- **Habits of Work:** For each course, we score students’ work habits. MVU’s three Habits of Work are Responsibility for Learning, Persistence, and Responsible Citizenship. Habits of Work are used to determine eligibility for athletics and other extracurricular activities.
- **Proficiency Based Graduation Requirement Grades:** For each course, there are PBGRs that students must meet in order to move on to the next level and eventually graduate. Student performance is scored on a 1 to 4 scale, with a 3 being proficient.
- **Course Grade:** (High School only) Additionally, for each course there is an overall grade that is on a 1 to 4 scale. We calculate this grade to build a transcript.
- **Incomplete:** If a student receives a Grade of ‘I’, it indicates that the student’s evidence of learning is Incomplete. The student has not completed enough coursework to determine their understanding.

### MVU High School Academic Standards Scale

<table>
<thead>
<tr>
<th></th>
<th>Proficient with Distinction</th>
<th>Rarely (RAR)</th>
<th>Frequently (FRQ)</th>
<th>Consistently (CNS)</th>
</tr>
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<td>4</td>
<td>The student has provided evidence of their learning that extends beyond the grade level expectations.</td>
<td>I often need reminders to bring the required materials to be ready for learning.</td>
<td>I frequently have the required materials to be ready for learning.</td>
<td>I consistently have the required materials to be ready for learning.</td>
</tr>
<tr>
<td>3</td>
<td>The student has provided evidence of their learning that meets grade level expectations.</td>
<td>I often need reminders to complete and submit</td>
<td>I frequently complete and submit tasks on time</td>
<td>I consistently complete and submit tasks on time</td>
</tr>
<tr>
<td>2</td>
<td>The student has provided evidence of their learning that shows they are making progress in meeting the grade level expectations.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>The student has provided evidence of their learning that shows they are beginning to meet the grade level expectations.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>0</td>
<td>The student’s evidence does not demonstrate learning of the grade level expectation.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I</td>
<td>The student’s evidence is Incomplete. The student has not completed enough coursework to determine their learning.</td>
<td></td>
<td></td>
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</tbody>
</table>
tasks on time
I often need reminders to arrive to class on time and remain in class as expected
I frequently arrive to class on time and remain in class as expected
I consistently arrive to class on time and remain in class as expected
I positively and respectfully advocate for my learning needs

Persistence
I persist in solving challenging problems and learn from failure.
I often need prompting to approach a challenging problem. I sometimes give up when a task seems too difficult.
With feedback, I persist in solving challenging problems and sometimes learn from mistakes and stuck points.
I seek out and/or persist in solving challenging problems and learn from mistakes and stuck points

Creative and Practical Problem Solving (TS 3.h)

Responsible Citizenship
I take responsibility for personal decisions and actions.
I am working on taking some ownership for my productivity and decisions in terms of how they affect the learning environment
With reminders, I can take ownership for my productivity and decisions in terms of how they contribute to a positive learning environment
I can demonstrate responsibility for my productivity and decisions in terms of how they contribute to a positive learning environment

Responsible and Involved Citizenship (TS 4.b)

The MVU Thunderbirds Habits of Work are based on the Vermont Transferable Skills

REASSESSMENT
Re-teaching and reassessment increase student learning. Students will be provided multiple opportunities to demonstrate proficiency and will be expected to continue to work toward proficiency on essential learning.

ATHLETICS AND ACTIVITIES
All incoming 9th graders will have athletic and eligibility for the Fall season. Further eligibility requirements will need to be met beginning the winter season of the 9th grade academic year.

Student Participation in Co-curricular Programs
Students and parents should recognize that, when exercising the privilege to participate in any co-curricular activity, some additional time and effort is necessary. When participating in co-curricular programs, students must conduct themselves in a manner which is beyond question both in and out of school. Students in these programs have greater responsibilities as school citizens.

ATHLETIC ELIGIBILITY FOR GRADES 7-9
Athletics in grades 7-9 is the start to understanding that academics come first followed by athletics. Together, they are powerful for the student/athlete's growth. We want to encourage every athlete to work hard in both academics and athletics. Athletic eligibility will be based on the Habits of Work.

<table>
<thead>
<tr>
<th>Rarely</th>
<th>Frequently</th>
<th>Consistently</th>
</tr>
</thead>
</table>

14
### Personal Responsibility for Learning

**I demonstrate initiative and responsibility for learning.**

- **Self Direction (TS 2.d)**
  - I often need reminders to bring the required materials to be ready for learning.
  - I often need reminders to complete and submit tasks on time.
  - I often need reminders to arrive to class on time and remain in class as expected.
  - I frequently have the required materials to be ready for learning.
  - I frequently complete and submit tasks on time.
  - I frequently arrive to class on time and remain in class as expected.
  - I consistently have the required materials to be ready for learning.
  - I consistently complete and submit tasks on time.
  - I consistently arrive to class on time and remain in class as expected.
  - I positively and respectfully advocate for my learning needs.

### Persistence

**I persist in solving challenging problems and learn from failure.**

- **Creative and Practical Problem Solving (TS 3.h)**
  - I often need prompting to approach a challenging problem. I sometimes give up when a task seems too difficult.
  - With feedback, I persist in solving challenging problems and sometimes learn from mistakes and stuck points.
  - I seek out and/or persist in solving challenging problems and learn from mistakes and stuck points.

### Responsible Citizenship

**I take responsibility for personal decisions and actions.**

- **Responsible and Involved Citizenship (TS 4.b)**
  - I am working on taking some ownership for my productivity and decisions in terms of how they affect the learning environment.
  - With reminders, I can take ownership for my productivity and decisions in terms of how they contribute to a positive learning environment.
  - I can demonstrate responsibility for my productivity and decisions in terms of how they contribute to a positive learning environment.

---

Students will be assessed several times throughout the season. Any student who does not meet or exceed the following requirements may face ineligibility before or during the season.

1. **Eligible:** If a student has received a *Frequently or Consistently* for their score, they may participate and play on the team.

2. **On Warning:** If a student has received a score of *Rarely* from one teacher, they are eligible to continue to participate but are required to follow up with the teacher that week to determine a plan for growth and progress.

3. **Probation:** If a student received a score of *Rarely* from two or more of their teachers. Players will have 1 week to demonstrate positive growth.

4. **Not Eligible:** If the player does not demonstrate growth after the week probation, they will be considered ineligible until growth is once again determined.

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**GRADUATION REQUIREMENTS [Beginning with the Class of 2022]**

Missisquoi Valley Union Graduation Requirements: Criteria of Proficiency

*Beginning in the Fall of 2018 with the Class of 2022*
<table>
<thead>
<tr>
<th>Content Area</th>
<th>Criteria for Proficiency</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Literacy</strong></td>
<td>Student demonstrates proficiency of the requirements listed below through meeting the Essential Learning Outcomes assessed in English 9, English 10, English 11, and 2 semesters of coursework in ELA electives. (or equivalent learning)</td>
</tr>
</tbody>
</table>
|                           | ● Reading  
● Writing  
● Research  
● Speaking and Listening                                                                                                                                                                                                  |
| **Mathematics**           | Student demonstrates proficiency of the requirements listed below through meeting the Essential Learning Outcomes assessed in Algebra+, Geometry+, and Algebra II+. (or equivalent learning)*                                                                             |
|                           | ● Algebra  
● Modeling  
● Geometry  
● Functions  
● Statistics & Probability  
● Number & Quantity                                                                                                                                                                                                 |
|                           | *Students who advance to Geometry in grade 9 will be required to demonstrate proficiency in a third year of mathematics.                                                                                                                                                           |
| **Science**               | Student demonstrates proficiency of the requirements listed below through meeting the Essential Learning Outcomes assessed in Science 9, Science 10, and Science 11. (or equivalent learning)                                                                 |
|                           | ● Disciplinary Core Ideas  
● Science and Engineering Practices  
● Cross Cutting Concepts                                                                                                                                                                                                       |
| **Global Citizenship**    | Student demonstrates proficiency of the requirements listed below through meeting the Essential Learning Outcomes assessed in Global Studies, US/VT History, Economic Citizenship, and 2 semesters of coursework in Social Studies electives. (or equivalent learning) |
|                           | ● Inquiry  
● Problem Solving  
● Geography  
● Economics  
● Civics  
● History                                                                                                                                                                                                 |
| **Visual and Performing Arts** | Student demonstrates proficiency of the requirements listed below through meeting the Essential Learning Outcomes assessed in 2 semesters of coursework in Visual or Performing Arts classes. (or equivalent learning)                                      |
|                           | ● Create  
● Respond  
● Present                                                                                                                                                                                                 |
<table>
<thead>
<tr>
<th>Content Area</th>
<th>Criteria for Proficiency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Physical Education</td>
<td>Student demonstrates proficiency of the requirements listed below through meeting the Essential Learning Outcomes assessed in 3 semesters of coursework in Physical Education. (or equivalent learning)</td>
</tr>
<tr>
<td></td>
<td>• Motor Skills</td>
</tr>
<tr>
<td></td>
<td>• Knowledge</td>
</tr>
<tr>
<td></td>
<td>• Physical Fitness</td>
</tr>
<tr>
<td></td>
<td>• Affective Qualities and Social Interaction</td>
</tr>
<tr>
<td>Health</td>
<td>Student demonstrates proficiency of the requirements listed below through meeting the Essential Learning Outcomes assessed in 1 semester of coursework in Health. (or equivalent learning)</td>
</tr>
<tr>
<td></td>
<td>• Core Concepts</td>
</tr>
<tr>
<td></td>
<td>• Access Information</td>
</tr>
<tr>
<td></td>
<td>• Interpersonal Communication</td>
</tr>
<tr>
<td>Career Exploration and Personal Finance</td>
<td>Student demonstrates proficiency of the requirements listed below through meeting the Essential Learning Outcomes assessed in 1 semester of Career Exploration and 1 semester of Personal Finance. (or equivalent learning)</td>
</tr>
<tr>
<td></td>
<td>• Basic Business Concepts</td>
</tr>
<tr>
<td></td>
<td>• Technical Skills</td>
</tr>
<tr>
<td></td>
<td>• Critical Thinking</td>
</tr>
<tr>
<td>Elective Studies</td>
<td>Student demonstrates proficiency of the Essential Learning Outcomes assessed in 15 semesters of Elective Coursework.</td>
</tr>
<tr>
<td>Transferable Skills</td>
<td>Student demonstrates proficiency in the Transferable Skills listed below through meeting the Transferable Skills indicators and Habits of Work assessed throughout their academic experience.</td>
</tr>
<tr>
<td></td>
<td>• Clear and Effective Communication</td>
</tr>
<tr>
<td></td>
<td>• Self-Direction</td>
</tr>
<tr>
<td></td>
<td>• Creative and Practical Problem Solving</td>
</tr>
<tr>
<td></td>
<td>• Responsible and Involved Citizenship</td>
</tr>
<tr>
<td></td>
<td>• Informed and Integrative Thinking</td>
</tr>
</tbody>
</table>

**PROMOTION**

Progress toward graduation rests with the proper accumulation of credits. Student programs will be checked as carefully as possible to ensure that each student is progressing with his or her class. While we will do our best to keep students aware of their requirements, it is the primary responsibility of each student and parent/guardian to know his/her standing. Report cards indicate the
credits, which have been accumulated as of the end of each previous year. Parents and students should be aware of their credit total to date to ensure that they have sufficient credits for promotion and graduation. Placement in grade level will be based on the total credits earned.

_____________________________________________________________________________________________

STUDY HALLS

Some students may find themselves assigned to a more traditional study hall during the day. Attendance is, of course, mandatory. Time in study hall should be spent in quiet study and students should report prepared to work productively.

*Note:* In order to be released from a study hall, students must present a pre-arranged/pre-signed pass from another teacher. Teachers will not give passes to other rooms. As a rule, students should not leave study hall to go to another room where a class is in session.

SUMMER SCHOOL POLICY

Specific information regarding summer school will be available in the spring.

WITHDRAWAL FROM A CLASS

A course may only be dropped with the approval of a parent, teacher, and guidance counselor. Course drops after the second week of the semester requires the additional approval of an administrator.

CROSSROADS AND AFTER-HOURS PROGRAM

The MVU Crossroads (middle school) & AfterHours (high school) after school enrichment programs and clubs are open to all MVU students. All students who sign this handbook will be enrolled in the after school program as a drop-in participant. This will allow students access to the extended Library Hours and drop-in rooms Monday thru Thursday from 3:00pm – 5:00pm. This is a great place to be while waiting for practice, rehearsal or a ride. All students may ride the late bus home, enjoy an afternoon meal, or participate in a class only if they register directly with the MVU After School Programs Coordinator, JR Cox. Program offerings include Homework help and Tutoring, enrichment activities, sports and fitness clubs, career exploration tours, science fair, science and art hands-on project activities, clubs and hang-out rooms. Students who are found in the school, unsupervised, may be asked to go to the Library until their ride comes. For more information, please contact Mr. Cox at 868-0507, jcox@mvdschools.org or visit our website www.mvuafterschool.org.
MISSISQUOI VALLEY CODE OF CONDUCT

All members of the school community have responsibilities to conduct themselves in a safe and respectful manner. One that demonstrates a commitment to Safety and Respect for all individuals, their rights and their property during all curricular, interscholastic, co-curricular and special events of the school, both on and off the campus, including times when riding school buses or other school provided vehicles. Likewise, all students are expected to be active participants in their own education, meaning they bear a responsibility for their own learning. Faculty and staff at Missisquoi Valley Union Middle/High School pride themselves on engaging learners through building personal relationships which value, teach, model and expects safety, respect and a sense of responsibility for learning (SR²). We are firmly committed to helping improve the climate and culture of our school by helping all to be accountable in an environment which fosters appropriate, positive relationship building and strives to preserve the dignity of all members of this school community.

In order to clarify and reinforce this Code of Conduct, the types of behavior, which will not be tolerated in the school, are explicitly defined below. These are categorized into four groups (A-D) based on level of seriousness and type of consequence (range of administrative and teacher interventions). All students, staff, and parents are encouraged to bring violations to the attention of Steve Messier, Director of Student Affairs (ext. 138), Devin Quinlan, Behavior and Wellness Coach (ext. 134) or Bob Corey, Associate Director of Student Affairs (ext. 192). The administration will interpret the rules and regulations and extend their application in a manner consistent with their intent and developmental appropriateness. Every effort will be made to balance fairness with consistency in the application of this Code. Further, it should be clearly understood that any infraction of the Code, which is also a violation of state and/or local law, is not only subject to school disciplinary action, but will also be subject to review by the School Resource Officer with possible referral to appropriate law enforcement personnel.

Also, the administration reserves the right, at any time, to change any section of this code or any other part of this Parent/Student handbook as it deems necessary and appropriate and as it reflects changing policies and procedures. This handbook and any revisions may be tracked by logging on to our website: www.mvuschool.org.
GROUP A

1. Physical assault on any member of the school community.
2. Possession of weapons, including knives, clubs, slingshots or other articles deemed dangerous or possession of explosives including fireworks.
3. Acts of arson (i.e. setting something on fire), use of weapons (including knives, clubs, slingshots or other articles that may be deemed dangerous), use of explosives (including fireworks).
4. Possession, use, sale, or distribution of illegal substances/drugs or alcoholic beverages, weapons, fireworks or other contraband/paraphernalia.

*All contraband will be destroyed or turned over to law enforcement. The school WILL NOT return any confiscated items, including vaping devices to parents/guardians.*

[See: section on DRUG, ALCOHOL & TOBACCO following the Code of Conduct]

5. Fighting. Note: Self-defense must be demonstrated by proof that the student had no route of escape from the situation and that he/she used no greater force than necessary.
6. Threats of violence directed toward any member of the school community.
7. Harassment [See: HARASSMENT following the Code of Conduct]*
8. Bullying [See: BULLYING following the Code of Conduct]*
9. Hazing [See: HAZING following the Code of Conduct]*
10. Bomb threats or fire alarms. Note: Bomb threats are a violation of school policy and the law and will be handled accordingly. It should also be noted that any time lost that comes as a result of such behavior will be made up.
11. Obtaining money, material goods or favors by threat of any form.
12. Endangering the safety and welfare of another member of this school community.
13. Any behavior which could be perceived as intending to retaliate, punish or "payback" another member of this school community.

CONSEQUENCES:
Three (3) to ten (10) days of Suspension (Out-of-School) from all classes and school activities.

On a case-by-case basis the administration may also seek restitution for any damage, make an ACT 51 referral, seek involvement of the School Resource Officer or fire department, and make a determination as to whether additional action is warranted. Administrative discretion can allow for a reduction in consequences based on knowledge of potential mitigating circumstances that may have factored into the conduct. A hearing may be scheduled before the Superintendent and/or the School Board resulting in further discipline up to and including expulsion.

* Any act of harassment, bullying, or hazing is considered one of the most severe violations of the Student Code of Conduct which is why they are included in GROUP A. Consequences for these violations, however, may vary from those explicitly defined above and will be ruled upon on a case by case basis. Any intervention will also include education with respect to the harmful effects of bullying, harassment, and hazing.
GROUP B

1. Entering or exiting the building through any other door but the main lobby. [For reasons of building security and school safety, all students will be asked to enter the main building through the entrance by the front desk. Visitors are asked to do the same and will be required to sign in with the receptionist.
2. Making it possible for someone to enter the building through a door other than those which have been designated for use.
3. Smoking in school or on school grounds. Being in possession of tobacco products (which includes chewing tobacco, snuff, and electronic cigarettes of vaping devices), and lighters or matches on school grounds. [See: DRUGS, ALCOHOL, & TOBACCO following the Code of Conduct]
4. Non-compliance/Insubordination toward school personnel acting legitimately in their official capacity.
5. Use of obscene, offensive, abusive, mean-spirited, or profane language or gestures directed at any member of this school community or to a visitor to the same.
6. Theft of school or personal property or receiving such stolen items.
7. Malicious destruction of, or damages to, school or personal property to include vandalism, graffiti and tampering with surveillance equipment.
8. Leaving campus without prior administrative authorization.
9. Lying or making a false allegation or charge against another member of this community or failing to identify one’s self upon request by a staff member.
10. Forgery, knowledge and willful use of a forged document, and tampering with school records to include the signing of one’s name to a pass intended for another.
11. Intentionally violating a "Nut Safe Environment".
13. Inciting unsafe, inappropriate, or disruptive behavior.
14. Chronic and documented violations of Group C and D (1-6).
15. Public Display of Affection (see PDA section found in Student Life).

CONSEQUENCES:
One (1) to three (3) days Suspension (Out-of-School) from all classes and school activities. The administration reserves the right to assign students to In-School Suspension or Suspension (Out-of-School) either exclusively or in combination as is deemed appropriate. On a case-by-case basis, the administration may also seek restitution of any damage, involvement of the School Resource Officer and local fire department as is appropriate. Administrative discretion can allow for a reduction in consequences based on knowledge of potential mitigating circumstances that may have factored into the conduct.
Additional Action - Consequences as noted under Group A.
GROUP C

1. Leaving the building without prior administrative authorization or being in, or around an automobile during school hours without authorization from the administration. (Permission to be in the parking lot may only be granted by administration).
2. Being in an unauthorized area.
3. Willfully making a mess in commons/cafeteria, or any other area within the school building or the grounds.
4. Dress Code violations. [See section on Clothing / Apparel / Accessories]
5. Possession of prohibited items. [See section on Prohibited Items]
6. Selling or trading items at school.
7. Technology violation, including but not limited to accessing/use of cell-phone or unauthorized electronic device during instructional hours (7:57-2:36)
8. Disruptive behavior.
9. Defiant, noncompliant, insubordinate, uncooperative behavior.

CONSEQUENCES:
Minimum - Administrative warning, silent lunch, detention, or assignment to In-School Suspension. On a case-by-case basis, the administration may also seek to involve the School Resource Officer.
Additional Action - Consequences noted under Group B above.

- For Dress Code Violations: students may be asked to wear clothing provided by the school rather than that which is in violation in an effort to keep students in school; ultimately there must be compliance however, and so a suspension as noted above may be necessary;
- For Possession of Prohibited Items: item(s) will be confiscated and may returned to parent/legal guardian; items left in administrative storage at the end of the year will be disposed of;
- For Tech Violations: students may lose computer or other privileges.

GROUP D

1. Rude or disrespectful behavior.
2. General use of inappropriate language.
3. Nuisance behavior which is not harmful to peers or others (i.e. horseplay, making noises, being a nuisance, etc.).
4. Tardiness to class.
5. Academic dishonesty (plagiarism/cheating).
6. Truancy (defined as unauthorized absence from school, class, or assigned study halls including T-Bird Time, exploratory, and tutorials). [See section on Attendance.]
7. Excessive tardiness to class. [See section on Attendance.]

CONSEQUENCES:
Continuum of classroom management strategies, teacher assigned detentions, silent lunches, communications with home, teacher-student conferences, teacher-parent conferences, and guidance interventions;

Further consequences may result from administrative review of chronic cases.

Additional Action - Referral to the MVU Truancy Specialist/Resource Coordinator, and possible referral(s) to Northwestern Counseling and Support Services, Vermont Department of Children and Families, and the Franklin County State's Attorney.

Criteria for determination as to whether additional action is warranted regarding infractions of the MVU Code of Conduct includes such considerations as: severity of the reported violation, degree or repetition, previous interventions, perceived danger to self or others, and/or the greater school community.

Beyond these school-wide and common area expectations, classrooms may be governed by a ‘Classroom Agreement’. A classroom agreement is a type of social contract between teachers and students about the expectations of classroom behavior. The basic design is establishing rules and consequences based on shared values (Curwin & Mendler). In our school’s case, we have established the values of SAFETY, RESPECT, and RESPONSIBILITY FOR LEARNING (SR³). All classroom agreements will be developed with expectations tied to these three values. This process will occur within the first several days of the school year or beginning of a scheduled class. Every attempt will be made by faculty and staff to resolve conflicts with students which may arise in conjunction with these classroom agreements.
POTENTIAL CONSEQUENCES FOR VIOLATIONS
OF THE MVU CODE OF CONDUCT

DETENTIONS

ADMINISTRATIVE
Students assigned an administrative detention, for either High School or Middle School report to the designated rooms as assigned. (Time to be determined.) Administrative detentions may be scheduled Monday - Friday. A twenty-four hour notice will be given to students in order to arrange for transportation. Administrative detention takes precedence over all after-school activities including, but not limited to, employment, athletics, and co-curricular activities.

Students who fail to report for Administrative detention may face additional consequences such as, but not limited to, additional assignments to detention, In-School Suspension (Middle School) and/or possible Suspension from school.

TEACHER ASSIGNED / SUPERVISED
Students directed by their Middle School or High School teacher to report to them after school must recognize that this is an obligation. A twenty-four hour notice will be provided to parents and students. Failure to report will result in reassignment. Continued failure to report will lead to a disciplinary referral and potentially a parent conference. If a student is asked to remain for more than one teacher or staff member, it is the student's responsibility to coordinate these obligations. Teacher-assigned detentions will begin promptly after school and end at the teacher's discretion.

In cases where students require extra help; their teachers will advise them regarding their availability.

SILENT LUNCH
Primarily used in the Middle School. Students eat lunch in a quiet, supervised setting.

PLANNING ROOM (Middle School)
A Planning Room exists within the Middle School office where students can work with staff to resolve issues related to discipline and behavior. Within this environment, a student is supported to find appropriate resolution for the concern that brought them there. Likewise, they are encouraged to rejoin their regular schedule as soon as possible. Parents can expect to be notified if their child is required to work out an issue in the planning room.

SUPPORT CENTER (High School)
A Support Center exists within the High School office where students and staff experiencing conflict can work with designated staff to resolve issues related to discipline and behavior. Specifically, this area and process have been developed to support both students and staff who are experiencing chronic conflict with respect to an established classroom agreement or issues related to school-wide or common area expectations. [Each teacher will file a classroom agreement with the Support Center at the beginning of the year and/or the beginning of a semester-long course.] Within this environment, students and staff are supported to find appropriate and mutually satisfactory resolutions for the concern that brought them there with the overall goal of successfully reintegrating students back into their regular schedule as soon as possible. Part of the response to student conduct issues may involve working through the process of Collaborative Problem-Solving (Ablon/Green). This evidence-based approach seeks to rethink challenging student behavior to focus on the development of the social or emotional skills deficits that are most likely leading to the behavioral manifestation.

When a student refuses to participate in the Support Center process and won’t accept assistance from designated personnel, they may, at the discretion of the High School office staff, be required to appropriately engage before being allowed back to the affected class or problem area. Depending upon the level of disengagement or noncompliance, a student may be assigned an in-school suspension, and/or also be sent home, assigned an Out-of-School Suspension, and/or asked to participate in a re-entry meeting with parents, support staff and/or administration. They may also be subject to a number of other consequences and supports not included in this list.

**IN-SCHOOL SUSPENSION (Middle School)**

The In-School Suspension room is a self-contained and fully monitored classroom within the Middle School office where a student can be assigned for the entire school day or days, or portions thereof. When a student is assigned to In-School Suspension, they are isolated from the rest of the student body for the entire term of their assignment. Lunch will be made available in the room and there is an adjacent restroom facility. Students who are not cooperative in the In-School Suspension room will be sent home after appropriate and reasonable intervention by administrative staff with the expectation that the full assignment will be completed upon their return to school. When assigned to In-School Suspension, students will have access to their work and will be expected to complete as much as possible in the time allotted. Social conversation, music, game playing, etc. are not allowed in the In-School Suspension room. In any event, parents can expect to be notified by phone and in writing if their child is assigned there.

**OUT-OF-SCHOOL SUSPENSION**

The most serious violations of the MVU Code of Conduct may result in Out-of-School Suspension. The same consequence may come as a result of continued, chronic violations of social contracts or school-wide and/or common area expectations. Generally, an Out-of-School Suspension may be imposed when a student’s behavior creates a threat to his/her own or others safety, substantially disrupts the administrative process of the school, or involves other serious violations of the MVU Code of Conduct. As stated above, in cases of repeated violations of behavioral expectations, Out-of-School Suspension may also be imposed as a last resort after other attempts have been made to resolve the problem. When a student is suspended, the parent(s) or guardians will be notified by telephone, if possible, and by a follow-up letter. If the suspension occurs during the school day, the
parent/guardian will be required to transport the student home. Before being readmitted after a suspension, the administration may require the student to report to either the Middle School Principal, the High School Principal, Director of Student Affairs and/or designee with a parent/guardian for a re-entry conference. Suspended students found in the school, on school grounds or at school sponsored events shall be considered trespassing and therefore referred to the School Resource Officer and subject to additional days of suspension.

When a student is suspended, the following procedure will be followed:
1. The student will be given the opportunity to complete any class work including, but not limited to, examinations that may have been missed during the period of suspension. A time limit will apply to the completion of such work at the discretion of teacher/administration; with a minimum of time equal to the number of days of suspension.

2. A suspended student cannot be on school property or attend/participate in co-curricular or extracurricular activities during the period of suspension, unless an appointment has been approved by the principal or his/her designee.

3. If a student is eighteen (18) years of age or older, copies of notices required by this regulation will be given to the student upon request.

**EXPULSION**

As with all behavior intervention, the administration reserves the right to make decisions deemed appropriate, and based on merit on a case-by-case basis. Repeated disciplinary action imposed as a result of continued, flagrant disregard for the Code of Conduct may result in administrative recommendation to the MVSD Superintendent for possible expulsion.

Expulsion is the removal of a student for the remainder of the school year. The MVSD Board may order a student expelled if, after a hearing, it determines that the student’s conduct makes the student’s continued presence harmful to the welfare of the school. Nothing contained in this section shall prevent a superintendent or principal, subject to subsequent due process procedures, from removing immediately from a school a pupil who poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process of the school. Also, these definitions may be impacted if the student is disabled, handicapped, or suspected therein. No educational services will be provided to an expelled student; the student shall receive no credit, and cannot be on school property or attend/participate in co-curricular or extracurricular activities. However, the MVSD Board of Directors may, in its discretion or if required by law, order that services be provided and credit earned.
We, the administrators, staff, teachers, student government, and parents of the Missisquoi Valley Union school communities must clearly state our deep concerns regarding the use of alcohol, drugs, and tobacco, and vaping products by students. Simply stated, there are five (5) critical reasons why we feel that the use of these substances is most unhealthy:

1. The inescapable truth is that drinking and the use of drugs hold an enormous potential for disaster. Most young people consider themselves immortal and taking several drinks seriously compounds that irrational notion. The very real risk of a fatal accident cannot be overstated, and the needless death of even one student is intolerable.

2. Each high school student must confront three (3) important developmental tasks:
   a. learn healthy ways to cope with anxiety, frustration, and stress and
   b. build upon strengths and learn to accept limitations, defeats, and uncertainties, and
   c. face intense pressures of study, relationships with family and peers, future goals, and changing self-identities.

How students learn to cope with these normal developmental tasks becomes a fixed part of their personalities and behavior. If they choose to regularly escape by using alcohol and drugs, it is likely that this will become their permanent and primary means to cope. It would be fair to say that, by the time most people graduate from high school, their personalities and basic approaches to life is quite firmly cast. These years in school are, thus, very serious to emotional and social development.

3. All medical research and the abundant evidence from the lives of people around us make it clear that alcohol, drugs, and tobacco damages a healthy body.

4. It is helpful to recognize that all healthy people enjoy being accepted and feel pressure to conform. However, genuinely healthy, intelligent, and responsible people would not seek to conform in matters which violate good sense in the safety of themselves and others.

5. The possession and use of controlled substances is illegal.

We urge every student to seriously consider the legitimacy of these concerns.
1. **First Offense**
   A. A student will be treated as an ill student and will be sent home by an administrator after the parents have been notified. In crisis situations the matter will be handled as a medical emergency and accordingly the school officials will involve ambulance and police assistance as may be appropriate.
   B. Upon the return to school the following day, the student will be dealt with in accordance with the school's discipline program, if applicable.
   C. Police shall be notified when drugs are involved. Reporting of first offense alcohol problems to the police is within the discretion of the administrator.
   D. The student will be referred to the school's Substance Abuse Team.
   E. The student will undergo an alcohol/drug assessment within 10 school days of the incident and will participate in a treatment program if warranted by the assessment.

2. **Second Offense**
   A. Steps (A, B, D, and E) of the first offense procedures.
   B. Police shall be notified regardless of whether the offense is drug or alcohol related.
   C. Failure to comply with (c) above (will/may) result in the student being suspended from school for ten (10) school days.

3. **Third Offense**
   A. Step (a) of the 1st offense procedures.
   B. Police shall be notified.
   C. The student (will/may) be suspended from school for ten (10) school days and may be recommended to the Board for long-term suspension or expulsion.

**Students in possession of drugs, drug paraphernalia, and/or alcohol:**
   When students are found in possession of drugs, drug paraphernalia, and/or alcohol, the substance(s) will be removed from the student. Procedures for handling such incidents will be identical to those used when a student is found to be under the influence of drugs and/or alcohol, except for Step 1A. Due to the duality of many devices, as of the beginning 2019/2020 school-year, vaping and e-cigarette devices (and associated paraphernalia), will be included as a violation of the Act 51 policy.

**Students selling or furnishing alcohol and/or drugs:**
   1. The student will be suspended from school for ten (10) school days after the parents have been notified.
   2. Police shall be notified.
   3. The student will be referred to the school's Substance Abuse Team.
4. The student may be recommended to the Board for long-term suspension or expulsion.

**Suspected Substance Abuse**

When a staff member has reason to believe that a student might be having a problem related to substance abuse, the staff member shall make a referral to the Substance Abuse Team and/or call a member of the administration to follow-up with the student.

**Co-Curricular Activities**

Students who violate the School District’s policy on alcohol and drugs while they are members of a school team are subject to additional disciplinary actions as are defined in the school’s training rules. Any student who commits a second offense, in the same year, of the School District’s policy may not represent the school and consequently the student will immediately be dismissed from all co-curricular activities (athletic and non-athletic) for the remainder of the school year.

**PLEASE NOTE:**

Repeated violations of the Substance Use/Abuse policy may result in referral to the Superintendent of Schools and the School Board for disciplinary actions. Repeated violations are those that take place during the entirety of a student’s tenure at Missisquoi Valley Middle and High School.

**TOBACCO USE and/or POSSESSION (to include vaping/e-cigarettes, as well as any smokeless tobacco substitutes, i.e. “coffee chew”, etc.):**

Under Title 16 V.S.A.; Chapter 140, “Tobacco Use is Prohibited on Public School Grounds.” No person shall be permitted to use tobacco on public school grounds, and no student shall be permitted to use tobacco at public school functions. These policies shall include confiscation and appropriate referrals to law enforcement authorities.

In addition to disciplinary action, students found to be in possession of tobacco product(s) and/or smoking on school property will be subjected to a civil penalty/traffic citation as outlined under current Vermont law. For more information on these fines please see the School Resource Officer.

**STUDENTS FACE IMMEDIATE SUSPENSION FROM SCHOOL FOR VIOLATING THIS IMPORTANT RULE**
ACADEMIC DISHONESTY (CHEATING / PLAGIARISM)

Our school promotes an environment where honesty is valued. Students who cheat compromise that environment. Furthermore, to provide the best possible education for each student, it is important that a student’s work reflects his/her best effort. Cheating seriously hinders the ability of a teacher to identify or remediate the work of a student. Cheating will not be tolerated and will be addressed in the following manner:

- Teachers will clearly spell out what constitutes cheating in all areas where the definition is not clear (e.g.: plagiarism, homework, group work, etc.). Each department will be responsible for defining acceptable work habits and communicating that information to students.
- Tests are designed to evaluate a student’s knowledge of a particular subject area. To be fair to all students, it is necessary that the integrity of a testing period be maintained. Therefore, in testing situations, the following will constitute cheating:
  - Looking at another student’s paper
  - Copying information from another student or using cheat sheets
  - Any talking during a test or quiz
  - Having a copy of the test or quiz prior to the administration of either
  - Giving or receiving any information among students
- The internet is a resource that must be used thoughtfully and with integrity. Any essay, research paper, or other assignment that has been plagiarized from the internet to any extent constitutes cheating and will be addressed in the same manner as other instances of academic dishonesty. "Plagiarism" in these cases is defined as an attempt to promote as one's intellectual property that of another person, even when that person has placed such property on the internet for public use: instances include but are not limited to copying and pasting from an internet site into a student paper, or the use of a site that offers pre-written essays, either free or for a price. All internet material must be cited within the text and in a bibliography to ensure that credit is given to the author/source.
- A student caught cheating will receive a "0" for the assignment in question and will be re-evaluated. Both providing and receiving information constitute cheating. In cases where cheating is suspected, but not documented, the teacher will discuss the matter with the student(s).
- The student will be re-evaluated with a different version of the assessment. The reassessment will take place outside of class and must be completed in the presence of the teacher or designated school staff. The score from the re-evaluation will replace the “0” from the original assignment.
- All documented offenses will be reported by the teacher to the Department Leader, administration, and appropriate guidance counselor.
- A letter documenting the academic dishonesty, written by the faculty member who reported it and his/her Department Leader, will be placed in the student’s cumulative file in the Guidance Office. The parents will be notified by the teacher/Department Leader. A copy of the letter will also be given to the Director of Student Affairs for the discipline file.
- Students and parents will have an opportunity to discuss all matters related to cheating with the teacher and his/her Department Leader.
Missisquoi Valley Union School District is committed to providing all students with a safe and supportive school environment.

HARASSMENT
Members of our school community are expected to treat each other with mutual respect and to accept the rich diversity that makes up our school community. Disrespect among members of our school community is unacceptable behavior that threatens to disrupt the learning environment and decrease self-esteem. It is the policy of the Missisquoi Valley Union School District to prohibit unlawful harassment of students attending MVU. Unlawful harassment is a form of unlawful discrimination, as well as disrespectful behavior that will not be tolerated. Such behavior may be conducted by electronic means and may take place at a location not on school property, on a school bus, or at a school-sponsored activity where the misconduct can be shown to pose a clear and substantial interference with another student’s equal access to educational programs. Please refer to our policy section in the back of this handbook for more information regarding our harassment policy and procedures, as well as more detailed information on the nine (9) protected categories associated with unlawful harassment per Vermont Statute.

BULLYING
Missisquoi Valley Union Middle/High School should be a safe and kind learning environment free from any bullying. Bullying is a form of dangerous and disrespectful behavior which will not be permitted or tolerated at Missisquoi Valley Union Middle/High School. Bullying means any overt act or combination of acts, including an act conducted by electronic means, directed against a student by another student or group of students which:
- is repeated over time;
- is intended to ridicule, humiliate or intimidate the student; and
- occurs during the school day on school property, on a school bus or at a school-sponsored activity, before or after the school day, on a school bus or at a school-sponsored activity, or does not occur during the school day on school property, on a school bus or at a school-sponsored activity and can be shown to pose a clear and substantial interference with another student’s equal access to educational means.

Reporting Harassment or Bullying
Unlawful harassment and/or bullying at Missisquoi Valley Union Middle/High School will not be tolerated in any form. If a student feels they are being unlawfully harassed or bullied, and they feel safe in doing so, they are encouraged to tell that person to stop. Victims and witnesses are asked to report suspected unlawful harassment or bullying to one of the following designated employees:
Parents and guardians may also file written reports of suspected unlawful harassment or bullying with the school if they prefer by mailing, or dropping off their concerns to an administrator listed above. All Missisquoi Valley Union Middle/High School employees are required to forward any reports of unlawful harassment or bullying to their respective administrator or supervisor immediately.

**Consequences of Unlawful Harassment or Bullying**
Substantiated unlawful harassment and/or bullying will result in administrative intervention. Additionally, the school will notify the parent or guardian of a student who is a victim of unlawful harassment or bullying that action has been taken to prevent any further such acts. The school will also provide clear notification to the parents of the student who commits a verified act of unlawful harassment or bullying regarding the school’s response and consequences of any further unlawful harassment or bullying by their child.

It should be noted that misconduct, while serious, may not meet all the standards of unlawful harassment or bullying. However, it may constitute behavior that is subject to disciplinary action as outlined in the Parent/Student Handbook. Unlawful harassment and bullying are prohibited by State law and are subject to reporting to the Commissioner of Education. Missisquoi Valley Union Middle/High School will collect data on the number of reported and verified incidents of unlawful harassment and bullying.

**HAZING**
Hazing has no place in a school which strives to provide a safe, orderly, civil and positive learning environment. "Hazing" means any act committed by a person, whether individually or in concert with others, against a student in connection with pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization which is affiliated with the school and which is intended to have the effect of, or should reasonably be expected to have the effect of, humiliating, intimidating, or demeaning the student or endangering the mental or physical health of the student. "Hazing" also includes soliciting, directing, aiding, or otherwise participating actively or passively in the above acts. Hazing may occur on or off school grounds. Hazing is prohibited by state law. Please refer to our policy section in the back of this handbook for more information regarding our hazing policy and procedures.
NEW for 2020-2021: Guidelines for Mask/Facial Coverings

Below is an outline of MVU’s process for addressing non-compliance with the State mandated facial covering expectation. Based on the guidance provided in the ‘Safe and Healthy Start’ document created by the AOE and Department of Health, coupled with the state-wide mask expectation executed by Governor Scott, there is no administrative discretion as it relates to who can and cannot wear a facial covering while in the school building. Students are expected to wear masks at all times (other than eating or drinking) unless they have a documented medical issue and note from their pediatrician on file with the school nurse. For more information on what qualifies for a medical exemption, please call school nurse Alissa Graves at ext. 124. Questions on this general process and subsequent decisions can be directed to any member of the school’s administrative team.

If a student is observed not wearing a facial covering, they will be politely reminded and requested to again wear a mask. Should the student refuse to comply with this request, faculty and staff should call the respective middle school or high school office to notify staff that the student will be sent to the office area. For middle school students, teachers should call Beth Greenia at ext. 194, and in the high school, teachers should contact Debby Larose at ext. 131.

Below is sequence of response for these matters once a student enters the office area (faculty and staff will document accordingly via the Office Discipline Referral sheet):

1st offense: Student’s parent/guardian is called by office staff/administrator. Parent/student are provided two options:
   A. Parent/Guardian comes to school and brings student home for the balance of the day
   B. Student is willing to comply with facial covering expectation and is permitted to remain in school for the remainder of the day, but will be remitted to the middle or high school office, provided that the school has the adequate space and staffing needed to accommodate this. If not, student will be sent home.

2nd Offense:
   A. Parent/Guardian will be called and student will be sent home for the remainder of the day. Parent and student will be required participate in a re-entry meeting with administrator or designee prior to being permitted to return to their in-person learning schedule.

3rd Offense:
   A. Parent/Guardian will be called and student will be sent home. Parent and student will be required to participate in a re-entry meeting with Principal and long-term educational planning will be established.

We thank you in advance for your support in helping us to make Missisquoi the best possible learning environment for your child that we can. Together we can ensure that all students reach their full potential and gain the valuable skills needed to be productive members of our community, state, and country.
For many of us, the use of cell phones have become a way of life; a convenience that can help us manage tasks, stay connected to others, and have access to important information. Unfortunately, over the course of the last several years we have also seen the negative impact that cell phones have created within our school environment. The use of cell phones and subsequent student access to social media during the school day has become a distraction, interruption, and a method of engaging in unhealthy communication and interactions with others. Cell phone notifications during class, text messaging, and the temptation for students to engage in non-academic tasks through the use of their phones regularly takes away from the valuable time needed for instruction and most importantly, student learning.

To that end, at the beginning of the 2019-2020 school-year, Missisquoi Valley Union Middle and High School will be a cell-phone free learning environment for all students. During the hours of instruction (8:15-2:36), all student cell phones will be required to be turned off and secured out of sight, either in a backpack, pocket, or locker. Of course, the best security for the cell phone is to leave it home, as the school will not be responsible for any lost, stolen, or damaged devices.

While cell phone use in public schools has long been a topic of debate, families should know that we have not come to this decision lightly. After piloting this new expectation with our middle school students during the 2nd semester of the 2018-2019 school-year and in talking with other schools who have instituted similar practices, we are confident that no other intervention would have such an immediate and dramatic positive impact on our student's learning.

We encourage your family to discuss this plan prior to the beginning of the school-year and answer any questions that your child(ren) may have. While we recognize that cell phones can be a tool for safety and security, they can also be a detriment in the event of a building emergency and our protocol to manage such emergencies in a safe and effective manner. Parents are urged to utilize the school phone to relay any messages that may be urgent in nature to their child. We will make every attempt to relay important information to your child and communicate issues in a timely manner.

We have a number of resources available on the school's website (www.MVUSchool.org) that will not only provide context about our need to change school practices on cell phone access and use, but also includes helpful tips on how to help create a media plan with your family.
ATTENDANCE EXPECTATIONS AND PROCEDURES

Learning needs to be valued as an on-going sequential process, which requires a student's presence each day. Absence from class undermines and disrupts this effort. While it is possible to make assignments up, it is impossible to replicate the quality of learning activities, which are lost by absence. Under Vermont law, students and their parents or legal guardians are responsible for their own and/or their child's attendance at school. When a student is absent from class for any reason it is their responsibility to secure missed assignments and satisfactorily meet the requirements of the teachers involved concerning all possible make-up. Our regular school day begins at 8:00am (first bell at 7:57am) and ends at 2:36pm. [For schedules and alternatives specific to the Middle School and High School, please see the charts posted at the back of this handbook.] The period after school is also considered a part of the day for those students who are in need of extra help. Students who have not met their classroom obligations may be asked to remain after school, or come in prior to 8:00am to meet with their teacher during posted office hours. If a student works or has other responsibilities directly after school, he/she should be reminded that school needs to be the highest priority. Any student failing to report as directed should expect teachers to give additional consequences.

Absences for more than two days require the approval or notification of the administration. Students need to see Mrs. Kilbury in the Middle School and the front desk in the High School for a Planned Absence form prior to any scheduled absence from school. (Please note that the administration strongly discourages the scheduling of vacations or trips at times other than scheduled school vacation periods.) Students are required to gather assignments in advance from their teachers and to establish a schedule for completing assignments and tests. It is recommended that students use this process in cases such as scheduled surgery, religious holidays or college visits.

**Students will be considered truant for the following:**
1. leaving school, during regular hours, without permission,
2. an absence without the consent of a parent or guardian,
3. cutting multiple classes, and
4. chronic absence from school, even with parental permission

**Note to parents and students:**
Continued truancy (as defined above) will prompt involvement of the MVU School Resource Officer (SRO)/Truant Officer and possible subsequent referral to The Truancy Intervention Panel (TIP) and/or the Vermont Department of Children and Families. If truancy continues, the case will be referred by the SRO to the Franklin County State's Attorney. We cannot emphasize enough how important it is for your child's welfare that he or she attends school daily and follow the program set forth for him or her. It is in his or her best interest, and it is the law.
**CLASS CUTS**

There are no provisions, which permit students to cut any class, assigned study hall, tutorial, exploratory, advisory period or other electives. If it is necessary that a student meet with another adult, it is the student’s responsibility to report to class with a pass. Should the need arise, which may justify other kinds of non-attendance, the matter must be approved either by the nurse, or in the Middle School by the Principal, and in the High School by the Principal or Director of Student Affairs. A “class cut” is defined as a complete absence without administrative approval or an unexcused, late arrival which comes more than five (5) minutes beyond the bell that signals the beginning of the class and/or leaving class without permission.

Below is an example of the progression of consequences for cutting class:
(Please note that this progression is only an example, and the administration retains the right to use its discretion in their response to all issues related to attendance and behavioral issues):

*First occurrence* earns an administrative detention. [Note: Failure to report for detention may result in assignment to additional detention(s), In-School Suspension (Middle School) or other consequences deemed appropriate.]

*Second occurrence* earns an assignment to two additional administrative detentions and a student conference.

*Third occurrence* earns a one day Out-of-School Suspension and a possible re-entry conference with High School Office staff and their guidance counselor.

*Fourth occurrence* earns a two day Out-of-School Suspension and a possible re-entry meeting with an administrator (and/or designee). The matter will also be referred to the school’s Truant Officer. 
*Fifth occurrence earns a meeting with the Principal (and/or designee) and the school’s Truant Officer.*

**TARDINESS**

Students have four (4) minutes to pass between classes and should be seated prior to the tone. Teachers will take the initiative in controlling and correcting repeated tardiness to class by dealing directly with students and notifying parents. Consistent tardiness to classes, study halls, teacher-student advisories, etc., without a valid pass, is subject to the following suggested consequences:

*First Occurrence:* Warning by teacher to student;
*Second Occurrence:* Teacher calls home and speaks with a parent or communicates via email;
*Third Occurrence:* Teacher assigned / supervised detention;
*Fourth Occurrence:* Attendance referral;
NOTE: Students who are tardy to their first period class due to a late arrival should be reminded that they are expected to enter the school building through the front doors regardless of their destination. Students should "sign-in" and obtain a pass to class in order to ensure the most accurate information on attendance may be obtained at any given time. In order for that late arrival to be "excused", students should present a note signed by a parent or legal guardian; unexcused tardiness will be subject to a range of disciplinary intervention from administrative warnings through out-of-school suspension and/or loss of other privileges.

**ABSENCES FROM SCHOOL**

In the event you know that your child will be late to school, please contact the school. Likewise, if your child will be absent on any given day due to illness or other unforeseen circumstances, please notify Mrs. McWilliams (High School) 868-7311, ext 123 or Mrs. Kilbury (Middle School) at 868-7311, ext 194.

**EARLY DISMISSALS**

To every extent possible, appointments with doctors, dentists, etc. should be scheduled after school. When it is absolutely necessary to be otherwise dismissed, students should present a permission note to the front desk prior to the beginning of 2nd period. This note must include the date, time of dismissal, and a phone number where a parent or guardian can be reached. Please be advised that the school will routinely authenticate early dismissal notes. The front desk will provide a pass for the teacher from whose class the student will be dismissed. The student needs to sign out in the Front Lobby prior to leaving and keep their slip available should there be an adult in the parking lot verifying its authenticity.

Under no circumstances can we accept a permission note after a student has left the building. If the student leaves without permission, the student will be considered truant and subject to consequences.

If for any reason a student is presented with an emergency and has no parental note of dismissal, he/she should see either of the Co-Principals. Failure to leave the building at the agreed time of dismissal, barring unusual circumstances, may result in consequences defined by the situation. In cases of emergency, when parents, without notice, come into the school and request the dismissal of a student, the Co-Principal must approve the matter. No student will be permitted to leave in the company of another individual unless the parent sends a note or gives permission by phone.

*Please note that text messages will not be an acceptable form of notification/permission for any early dismissal or late arrival.*

**HALLWAY PASS USE**

Students will be expected to have a signed pass from their teacher or other staff when in the hallways during class periods. When students are found to be in an area(s) of the school or campus which is not referenced in their pass, administration reserves the right to assign consequences for chronic or continued non-compliance to this expectation on a case by case basis.
We take the safety and security of our students and staff very seriously. Throughout the year, we will conduct monthly preparedness training based on the plan we have developed. Accordingly, we are very proud of the manner in which students and staff have participated, not only in training exercises, but also in actual events. It is our hope that students will continue to pay close attention to any instructions or directions they are given regarding crisis response drills, as everybody’s safety depends upon it. Our intention is not to alarm people unnecessarily, but to do the best job we can to raise awareness regarding issues of safety in contemporary society as they relate to school and hopefully to provide a certain level of comfort to the school community in the event we are ever faced with a real crisis. We encourage you to contact us if you have any questions, concerns or input on this very important matter. Thank you, in advance, for your patience, cooperation and understanding.

Our faculty and staff have undertaken the process of becoming certified in the A.L.I.C.E Emergency Preparedness Model. The A.L.I.C.E. model is designed to give us options based response to a serious threat inside or out of the building. The model is not designed to be linear. We will use whichever response is best for our particular situation. Student training will take place periodically throughout each school-year. For more information, please call Director of Student Affairs, Steve Messier at 868-7311 ext. 138 to learn more.
CRISIS COMMANDS
(Clear the Halls / Secure the Building / Evacuate the School)

If staff and students are directed to "clear the halls/ secure the building", and/or "evacuate the school", **it is of the utmost importance that you cooperate and follow all directions carefully.** Circumstances may dictate "relocation" to a safer and more secure site. In all situations, we ask that you give your full attention to the adult in charge of your supervision at the time such an announcement is made, as order and safety are critical in these situations. Throughout the year we will conduct preparedness training drills in conjunction with the fire drills you are accustomed to, in order to further strengthen our comprehensive school safety and crisis-response plan. These drills may include participation from local first responders to include police, fire, and rescue personnel.

It should be noted that as we transition to the A.L.I.C.E preparedness model, notifications and crisis commands may be made in a non-traditional manner, and it is possible that incidents are not communicated in a scripted and consistent manner. The goal is to alert all students and staff of an on-going crisis situation in as timely a way as possible, and with as much relevant information as possible. Again, should you or your student have any questions about how this process works, please reach out to Steve Messier, Director of Student Affairs and Certified A.L.I.C.E instructor for more information.

PREPAREDNESS TRAINING / FIRE DRILL / EVACUATION PROCEDURES

Fire and/or other preparedness training drills will be conducted monthly. In the event of evacuation, the first responsibility of the teacher is to make sure that all students are safely outside and moved away from the building following established routes and destinations. All doors should be closed. Teachers must remain outside with their students in the designated area until the "all clear" signal is given.

**Evacuation Instructions**
1. When the fire alarm sounds, all students and building personnel will leave the school.
2. Silence is to be maintained during the drill.
3. Everyone is to exit as quickly as possible, but do not run.
4. The drill should be treated as seriously as a real emergency by all concerned. This is essential to the safety of everyone involved.
5. If any exit is blocked, leave by the next closest exit.
6. If a fire occurs during a change of classes, use the nearest exit.
7. Please remain with your teacher/class for supervision and attendance reasons.
8. Proceed to designated area to await "all clear" signal or further instructions.
9. After the drill is over, return to your room by the same route that was used in vacating.
10. Be aware of the location of fire extinguishers and fire alarms. Know the nearest one at all times.

Directions for fire drill and crisis evacuation procedures are posted in each classroom.
PARKING AND USE OF CARS

If your plans include driving to and from school this year, please fill out the MVU Student Driver's Application (which can be obtained from Mrs. Larose in the high school office) with your parent or guardian, and return it to the High School office. All students who wish to drive/park on MVU campus will be required to provide a copy of their license, vehicle registration, and proof of insurance. Unregistered vehicles, or vehicles without parking decals may be towed at the owner's expense. Vehicles must be registered with the Student Affairs Office by September 20th, 2020.

The use of the MVU parking facilities will be governed by the school Code of Conduct. If you park your vehicle on school property you must obtain a parking permit for the purpose of identifying you and your vehicle. The safety and security of the school community requires that we all cooperate to enhance and maintain a safe and secure learning environment. We all know only too well that irresponsibility behind the wheel leads to a myriad of legal and administrative complications, problems and difficulties for everyone, and it is our goal to do everything in our power to prevent the tragedies that sometimes result from poor decisions behind the wheel.

Violation of SR2 committed in conjunction with the operation of a motor vehicle may jeopardize your privilege to operate a motor vehicle on school property. Each infraction will be decided on its merits by the SRO and the school administration on a case by case basis, and addressed accordingly. However, nothing in the school policy with regard to the operation of motor vehicles will in any way supersede, preclude or limit law enforcement from exercising jurisdiction over any violation of law committed on school grounds. Please note that students who park their vehicle on school property accept full responsibility for their vehicle's condition as well as its contents while on school property. The school assumes no liability for theft, damage or vandalism to a student's vehicle while on the school campus.

The upper lot and those spaces in the back row of the main lot are reserved for senior parking only. Overflow parking for seniors will be in the junior parking lot. Space for non-seniors students is limited, and authorization for non-seniors to park at MVU will only be granted for school sponsored co-curricular activities and employment obligations coming directly after school. The designated non-senior parking area is in the gravel parking lot by the blue building, in the athletic field area between the soccer fields.

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Students who do not have permission to drive to and/or park their vehicle on school property, either due to not being formally registered or due to a suspension of their driving privileges, are subject to having their vehicles (or the vehicle they are driving) towed at their own expense. The school assumes no cost associated with the removal of vehicles on our property found to be in violation of school procedures.

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SCHOOL BUS INFORMATION AND RULES

Students should be on time at the designated school bus stops and should wait until the bus comes to a complete stop before attempting to enter. While on the bus, students should keep hands and heads inside the bus at all times. Remember that loud talking and laughing divert the bus driver's attention and make safe driving difficult. Horseplay is not permitted around or on the school bus. Failure to comply with appropriate bus behavior may result in losing the privilege of using the school bus as a means of transportation to school. Mr. Hartman is the designated employee in the High School to deal with all infractions; Mr. Palmer is the designee for the Middle School. It should be noted that as a part of our safe and healthy guidelines related to the Coronavirus epidemic, all bus riders will be required to wear and facial covering while being transported to and from school.

- Bus riders should never tamper with the bus.
- Do not leave books, lunches, or other articles on the bus.
- Do not throw anything out of the windows.
- Bus riders are not permitted to leave their seats while the bus is in motion.
- Bus riders are expected to be courteous to fellow pupils and to the bus driver.
- Be absolutely quiet when approaching a railroad crossing.
- When you ride a bus, you are considered to be in school and all rules and regulations apply.

1. The daily transportation of pupils is a privilege accorded by the school system. It is not a mandatory statutory requirement.

2. Any violation of the regulations will be reported to the appropriate building administrators. After consultation with the driver, the building administrators may impose the following penalties:
   a. First offense - warning
   b. Second offense - three (3) day removal of riding privileges
   c. Third offense - five (5) day removal of riding privileges
   d. Fourth offense - removal of riding privileges for the remainder of the year

In the event the conduct of a student is deemed to be of such a serious nature that the safety and/or welfare of others are endangered, the student will face immediate removal from the bus. In addition to the above, the administration reserves the discretion to revoke transportation privileges for a specified period of time.

During the period of suspension of bus privileges, the parents:
   a. are responsible for providing transportation for their child and
   b. may seek relief through an informal appeal to the Superintendent.
GENERAL SCHOOL INFORMATION

BUILDING HOURS and VISITOR MONITORING SYSTEM

The building is open in the morning at 7:30am. Students may not gain access to the building prior to that time. We ask that parents not leave their students before 7:30am unless prior arrangements have been made.

PLEASE SEE HEALTH AND SAFETY SECTION FOR COVID-RELATED PROCEDURES FOR VISITORS

For reasons of safety and security, students and visitors may only enter and exit the building through the front door. Part of keeping students and faculty safe is knowing who is in our buildings at all times, and our Visitor Monitoring System (VMS) allows us to screen visitors, contractors, and volunteers in our schools and provide us with a safer environment for our students and staff.

Upon entering our building, visitors will be asked to present an ID such as a Driver's License, which can either be scanned or manually entered into the VMS. If a parent or guardian for any reason does not have a US government-issued ID, the school staff member can use any form of identification and manually enter the person's name into the VMS. The system will check to ensure that registered sexual offenders are not entering our school campuses without our knowledge. The VMS checks the visitor's name and date of birth for comparison with a national database of registered sex offenders. The registered sex offender database is the only official database checked by the VMS. No other data from the ID is gathered or recorded and the information is not shared with any outside agency. Once entry is approved, we will issue a badge that identifies the visitor, the date, and the purpose of his/her visit. A visitor's badge will not be necessary for those who visit our schools simply to drop off an item in the office or pick up paperwork.

The safety of our students is our highest priority and our visitor management system allows us to quickly identify those that may present a danger to our students. Thank you in advance for your understanding and your support in enhancing the school safety protocols in our district. Should you have any questions about this process, please do not hesitate to reach out to the school at any point moving forward.

NOTIFICATIONS

MVU now uses the School Messenger automated notification service. Please contact the Principal or his administrative assistant with any questions, or for additional information about this service.
LIABILITY

Students are personally liable (responsible) for actions, which result in the loss or damage of property of others or the school, and for behavior which interferes with the rights and education of other students. Any student experiencing or witnessing such violation of rights or property is requested to report such incidents to a member of the school staff.

RESTRICTED AREAS/ACCESS

It cannot be stressed enough that all students at all times are to be under adult supervision. Students are not permitted in the faculty/staff lounge, teachers' prep area, conference room, offices or front desk area. No student is to be in the theater area without permission. The gymnasium/theater is not to be used unless for scheduled classes or as permitted by the physical education teacher or administrator. Students should also note that at no time, without prior consent from an administrator should they be out of the building, in any parking lot on campus, or on the trails.

Please remember that at no time, with the exception of a drill or evacuation, should a student enter or exit the building except through the main entrance. Students must never allow another individual to gain access through a prohibited entrance.

Students involved in an activity after school may remain in the building, but only under the DIRECT supervision of the faculty advisor/coach. If you are found to be in the building unsupervised, a call will be made to have your parent pick you up.

SEARCH AND SEIZURE

To maintain order and discipline in the school and to protect the safety and welfare of students and school personnel, school authorities may, with reasonable suspicion, search a student, student lockers, desks, electronic devices to include cell phones, student automobiles or other personal belongings and may seize any illegal, unauthorized, prohibited, or contraband materials discovered in the search. A student's failure to permit searches and seizures as provided in this procedure will be considered grounds for disciplinary action.

SURVEILLANCE

Students, staff, and visitors to MVU should understand that the administration, with Board support, has implemented a surveillance system as an aide in our goal of providing a safe atmosphere at our school. This system will be used to support investigations in the building regarding violations of our Code of Conduct, inappropriate building use, and unsafe or improper behavior. While surveillance may occur on any school property, or on any school contracted or owned transportation vehicle, it shall not be used in locations where there is a reasonable expectation of privacy. The surveillance system at MVU shall only be used to promote the order, safety, and security of all students, staff, and property.

ADDRESS/TELEPHONE CHANGE

If at any time during the school year you move to another address, have your phone number changed, or there is a change in legal guardianship for you child, please notify the school registrar at ext. 128.
ANIMALS

No animals (pets) are allowed on MVU property with the exception of service animals, drug/law enforcement dogs, and animals directly associated with the Agricultural Education Program.

VOCATIONAL BUS

Any student traveling to BFA must ride the school bus provided by the District. Exceptions can only be granted with the prior approval of the BFA administration, the MVU administration and a parent/guardian.

COMMONS

The school commons is organized and maintained for student convenience and provides a variety of well-balanced lunches at reasonable cost. Please deposit all lunch litter AND composting in the respective barrels provided and return trays and utensils to the proper area. We ask that you leave the commons in a condition you would like to find it for your lunch. If you choose not to clean up your area, disciplinary consequences will be assigned according to Group C of the Code of Conduct. Likewise, students are expected to remain in Commons during their lunch period unless they leave with a signed pass.

CORRIDORS

We would appreciate your cooperation in:

● Not using the front lobby except for entering the school upon arrival, leaving the school for an early dismissal, to attend a class in the Ag. building, or if you have business in the front office or the nurse.
● Not blocking traffic by standing in groups
● Quietly passing through hallways,
● Being considerate of others
● Walking at all times, not running
● Discarding trash in the containers provided. Please help to keep our school clean.

EVENING PROGRAMS AND OTHER USE OF FACILITIES

During the year our Guidance Department, administration, Project Graduation, and other entities sponsor programs for parents. Notices of these meetings will be sent home with students, published in the newspapers, in the school newsletter, and on our website, www.mvuschool.org. We strongly encourage and welcome parent attendance. Any student or other group that uses this facility after hours is responsible for leaving it in the condition they found it prior to the event/activity. The advisor and officers must decide in advance whether cleanup will be accomplished by their group or our custodial staff at a rate of $20/ hour (subject to change). Please be reminded that unsatisfactory self-cleanup will require additional work from our custodial/maintenance staff and will carry associated charges. All after-school events must be approved by the Director of Facilities. Sponsors of an event are advised that they must verify a date and time with the Director of Facilities prior to scheduling the actual event and see that their event is recorded by the Principal's Administrative Assistant on the master calendar. Cancellations should also be reported out of respect to custodial/maintenance staff and other groups that may be on a wait list.
FRONT OFFICE

Because of the demands on the time of the front office staff, the following policies govern the operation of the front office:

1. School secretaries cannot make changes for students.
2. Students should not use the front lobby except for entering the school upon arrival, leaving the school for an early dismissal, to attend a class in the Ag. building, or if you have business in the front office or the nurse.
3. Students are never to go beyond the counter without specific permission from a member of the office staff.
4. Office staff will issue no late passes (except blue slips) to students unless office business was involved in detaining the student(s).
5. The photocopier in the front office is for the exclusive use of the administration. A student's needs for copying should be presented to individual teachers.
6. Students who wish to gain access to the High School Office are asked to enter the door by the High School Administrative Assistant.

HEALTH SERVICES

1. The health office is staffed by one experienced, certified, registered nurse and a nurse's assistant.
2. An emergency form will be provided for each student the first week of school. It is important that this form be completed and returned to the nurse or her assistant.
3. Students who become ill during the school day should report to the health office with a pass from the teacher, emergencies excluded. If it is necessary that the student be sent home, the nurse or her assistant will make arrangements. If a student fails to follow this policy, he/she will be considered to have left the school building without proper permission or authorization.
4. **All PRESCRIPTION MEDICATION THAT MUST BE TAKEN during school hours must be brought to the nurse at the start of the school day and remain in the health office.** These medications MUST BE DELIVERED IN THE ORIGINAL PRESCRIPTION CONTAINER and bear the following information: student's name, physician's name, prescription number, date and dosage. An authorization form signed by the physician and the parent/guardian must also accompany the medication. These forms are available in the nurse's office.
5. Non-prescription medication must be accompanied by a written request from the parent or guardian of a student bringing such medication to school. The request must contain assurances that the student has suffered no previous ill effects from the use of medication. Medication must be left in the custody of the school nurse or her assistant.
6. Only the nurse, or a designee during a lunch period, may administer medication.
7. Students with chronic illnesses, (asthma, diabetes), who self-administer their own medication may continue to do so after providing the nurse or her assistant with a physician's order.
8. To excuse students from physical education on any given day, the nurse or an assistant must have a note from a parent/guardian. Long-term exemption (three days or more) requires a physician's note of explanation.
9. Please alert the health office of any new or unresolved health concerns that have occurred either during the summer or during the school year (i.e., surgery, hospitalization, illness, immunizations).

10. Parents/guardians are requested to notify the nurse or her assistant if a student is absent three or more days due to a health-related problem. They are also requested to notify the nurse or her assistant if they are to be away or unavailable and provide the nurse or her assistant with an appropriate contact person. The school shall provide an opportunity for communication with the pupil, parent or guardian, and physician regarding the efficacy of the medication administered during school hours.

IMMUNIZATION LAW

State Law requires that all students be properly immunized and a record of these immunizations to be on file with the School Nurse. In cases where verification is lacking, the School Nurse will notify parents that this requirement must be met.

REPORTING ACCIDENTS AT SCHOOL

In the event of an accident, please be sure to report it to the teacher in charge, or the health office, as soon as possible. Forms are available from the Student Health Office. The school nurse, the physician, and your parent/guardian must fill out all claims.

LIBRARY

The MVU library offers a growing collection of materials for students and staff; all students are welcome to use these resources. Library hours are from 7:30 a.m. to 3:30 p.m. During the school day students must have a pass to visit the library and are required to sign in and out at the circulation desk. Students may request a pass from the library staff before school or ask their teacher for one during the day. Students may check out up to 3 books at a time for a period of 2 weeks. Renewal is permitted unless another patron has requested the book. Our librarian will notify you of overdue books. Students with overdue books may not borrow another book until the overdue item is returned. There is no charge for overdue materials, but if a book is lost or seriously damaged, the student will be expected to pay for its replacement. All reference materials, including encyclopedias, atlases, etc. must remain in the library for student sharing. All magazines and newspapers are for use only in the library as well. Chromebooks/laptops, Kindle e-readers, pre-loaded with a variety of e-book titles, will be available for check out. However, students will be required to submit technology agreement form, signed by their parent/guardian, prior to checking one out for the first time each year. When books or other materials are not available in the MVU library, the staff will try to obtain them through interlibrary loan. The library's website, linked to the MVU homepage, provides access from school or home to many databases, on-line resources and some e-books. Passwords may be required for some of these resources and can be obtained at the circulation desk. Photocopy work that is not in violation of the Copyright Law, can be done with the understanding that the library photocopier is to be used for school-related purposes only. In an effort to create a pleasant and productive atmosphere for research, studying, and reading, the following simple rules are in place:

1. Students are expected to work quietly.
2. Food is not permitted. Covered drinks are allowed.
3. There are to be no more than 4 students per table and no more than 4 “comfortable chairs” grouped together.
4. Students are expected to use the library for access to resource materials or as a quiet space to work and read.
5. Consistent with school-wide expectations, cell phone use is not allowed.

LOCKERS AND LOCKER ROOMS

Student lockers are school property and remain at all times under the control of the school; however, students are expected to assume full responsibility for the security of their lockers. Students are assigned a new locker each year by the administration. It is the expectation of the administration that all students are to use their lockers for storing textbooks, school supplies, etc.

STUDENTS MUST PROTECT THEIR PERSONAL EFFECTS AND SCHOOL ISSUED TEXTBOOKS/SUPPLIES BY USING A LOCK AT ALL TIMES. STUDENTS SHOULD NOT SECURE PERSONAL VALUABLES, LARGE SUMS OF MONEY, OR ANY EXPENSIVE EQUIPMENT IN THEIR LOCKER(S).

Such valuables may be secured in the High School Office on any day when necessary. Students need to be aware that an administrator has a legal right to search a student’s locker(s) at any time. Students are not to change their locker assignment without obtaining permission from the administration. The school will not be responsible for personal property that turns up missing or damaged in our lockers and locker rooms. Please also note that PE lockers are not secure. At no time should anything of value be stored in them and they should only be used by students assigned a PE class and only during that block. Student athletes should likewise be cautious. The PE staff has been advised to keep both locker rooms locked when the last student has changed, and exited the locker room for reasons of safety and security.

LOST AND FOUND

Items found in or around the building or on school buses should be turned in to the front desk. Jewelry will remain at the front desk, and books and notebooks will be returned to the owners if they can be identified. Articles, such as clothing, should be marked with your name. Those articles not claimed will be stored in the commons in the designated lost and found area, and periodically those articles will be donated to a charitable organization.

MESSAGES TO STUDENTS

All messages to students of clear necessity, including those from home, will be delivered in a timely manner, but not during an academic class whenever possible. Emergency situations will be communicated in the quickest, most appropriate way.

PASSES / PASSPORTS (MIDDLE SCHOOL)

Students are not allowed to leave a classroom, tutorial, study hall, library, or any other scheduled placement without a pre-arranged, pre-signed pass from their teacher. With the exception of cases of clear emergency, bathrooms should be used only between periods. Abuse of the pass system, roaming the halls, or loitering in commons/bathrooms will result in disciplinary action. When leaving a classroom or other area with a pass, students will be asked to sign out in a log which their teacher will maintain. Failure to cooperate or follow this procedure will result in revocation of pass privileges.
Concerns over behavior will also jeopardize this privilege. Students found out of their classroom without a pass or passport will be returned to class.

**PROPERTY (CARE OF SCHOOL)**

Our school facility and its equipment belong to each of us, and we must demonstrate pride and care in its use. With limited resources, we cannot afford to repair and replace equipment or school property due to needless destruction. Everyone will be expected to pitch in to keep the school clean and pleasant. Students are never to stand on desks or chairs nor sit on tables. All paper and trash is to be placed in proper receptacles.

*If inappropriate behavior results in deliberate or accidental damage, there must be full restitution for replacement or repair. Cases of deliberate vandalism will result in strict disciplinary action and criminal charges.*

**REST ROOMS**

Students are not to loiter in the boys' or girls' rooms. Any student found doing so will initially be assigned to detention followed by further disciplinary action if the practice continues. Everyone is expected to help keep our restrooms clean. Please also note that the C pod bathrooms are reserved for middle school use only. High school students may use the bathrooms in D pod, and J pod will be used for middle and high school students providing the student is currently scheduled for a class in J pod. There are multiple non-gender specific restrooms available for use. Two are located in the high school office hallway, one in the Health office, and one near the “a la carte” lunch line/D-Pod area in Commons, and one near the west end of the J-Pod building.

**SCHOOL CLINIC**

As part of our progress toward becoming a full service school, arrangements have been made to provide access to a physician one day per week. “Dr. Chip” Chiappinelli from Northwestern Pediatrics will be at MVU most Thursdays for MVU students only. Appointments can be scheduled by calling Northwestern Pediatrics (527-8189 ext. 2) or through the school nurse at 868-7311 ext. 124.

**SCHOOL DELAYS / CLOSINGS**

Notification of the delay or closing of school will be made via the School Messenger system and/or area TV and radio stations. Announcements are also on the local television stations. Public announcements will be made starting at 6:30am. There is no reason for students to call the administration, superintendent, bus drivers or school directors on this matter.

**SIGNS AND POSTERS**

Students are required to have permission from the Office of Student Affairs and Buildings and Grounds. These signs are to be placed in designated areas, which will be outlined at the time of permission, in such a way as to not cause damage or clutter the school environment. Groups and individuals putting up signs are responsible for their removal at the proper time. Failure to secure permission or failure to put signs in the designated areas will subject those signs to removal.

**SNOW**
In the interest of safety, throwing snowballs, white washes, etc. will not be permitted at any time.

**BILLS (Unpaid)**

Students who accrue unpaid obligations resulting from damaged or lost textbooks, supplies, library books, computers, unpaid lunches or restitution for deliberate or accidental damage to school property may have final transcripts or report cards withheld at the end of the school year/term until all monies due are collected.

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**GUIDANCE AND COUNSELING INFORMATION**

Guidance and counseling services at Missisquoi Valley Union High School are an integral part of the education program. Staff members strive to work closely with administrators, faculty, parents, other professionals, community members, and students to provide an atmosphere, which contributes significantly to the personal and educational development of students. Specific information on caseloads/assignments of individual counselors can be obtained by calling 868-7311 ext. 144.

The Guidance program seeks to assist students:

- To develop an awareness of their own self-worth and dignity.
- To increase their understanding of the world in which they live.
- To develop decision-making skills.
- To plan a relevant education program.
- To set general and/or specific career goals.
- To plan post high school placement for secondary education or employment.

The Guidance Department is particularly concerned with providing a setting in which students and, all those interested in students, will feel accepted and welcome.

The main services provided are:

1. **Educational/Career Counseling** - This service helps students identify their skills, competencies, values, and preferences as they relate to educational and career goals. Counselors assist students to expand their self-awareness, to gather information about career alternatives and to acquire knowledge of educational programs and their relationship to future career opportunities. The counseling staff collaborates with teachers, administrators, parents, and the community to provide students with individual and group experiences that contribute to educational and career information. Students are encouraged to think beyond the career limitations that result from racial and sexual stereotyping and discrimination. The following resources are available for individual student and parent use or in conjunction with educational and career counseling sessions: College and career computer center, college/technical/business school catalogs, computer search programs, financial aid information, and career interest inventories.
2. **Consultation and Placement** - Counselors, working with parents, teachers, administrators, and other professionals who have primary responsibilities for students, contribute information based on their particular training and expertise. This service includes consultation and placement relative to curriculum and instructional practices, placement of students in educational programs (grades 7 through 12), full time post high school placement, some part-time job placement during a student’s senior high school years, and follow-up studies of graduates.

3. **Personal Counseling** - This service is basic to all other Guidance counseling functions. Counselors strive to establish relationships of trust and understanding with students as individuals in order to encourage the development of positive self-image and decision-making skills. Personal counseling is student support, given in a spontaneous, informal manner in order to assist students with personal and general problems affecting their educational development. Through personal counseling, the counselors also seek to promote positive relationships between students, parents, and teachers. Personal counseling is often used in response to a deteriorating personal problem or classroom difficulty; but it can also be preventive in nature, assisting students, parents, teachers, and administrators to recognize and deal with problems at an early stage.

Confidentiality, in most matters, will be respected and protected. However, under Vermont law, counselors must report any knowledge or reasonable suspicion of physical, sexual or emotional abuse to the local office of Vermont Department of Children and Families (DCF). In addition, counselors will seek assistance from other mental health professionals if a student contemplates committing suicide or doing other serious bodily harm to him/herself or others.

4. **Appraisal** - Counselors help students realistically examine their potential abilities and achievements. Appraisal (i.e., aptitude and achievement testing, interest inventory) is used to help students discover areas of strength as well as deficiency and problems. Every effort is made to provide clear, unbiased interpretation of test results to parents, students, teachers, and administrators. Test results are considered in the context of other student information such as school grades, non-academic achievements and talents and personal goals. Every effort is made to provide students with a positive self-image.

**NORTHEASTERN COUNSELING AND SUPPORT SERVICES**

MVU is lucky to have a long-standing and robust relationship with our area mental health agency, NCSS. Through this partnership, we have multiple service providers in a variety of roles embedded into our school building every day. Should you be interested in receiving more information about mental health and support services that may be available to you or your child, please contact the guidance office at ext. 144. The following NCSS staff are currently located at MVU:

- Meaghan Malbeau, School-Based Clinician
- Denisha Arsenault, School-Based Clinician at The Connect Alternative Program
- Laurie Baker, Home-School Coordinator
- Kayla Tatro, Substance Abuse Clinician
CLOTHING / APPAREL / ACCESSORIES

The Board of School Directors believes that appropriate dress and grooming contribute to a productive learning environment. The Board recognizes that the personal grooming and dress of students is primarily a matter of concern between students and their parents. It becomes a concern of the school, however, when grooming and dress patterns create a disruptive influence upon the educational program of the school or when the health or safety of the student body is affected. Students are encouraged to use sound judgment in dress and grooming. Appropriate dress is clothing that covers the body sufficiently so as not to attract excessive attention. While you and your family are generally free to determine your appearance in school, at school functions, or on school property, there are items of clothing and accessories that are unacceptable.

Examples of clothing considered to be unacceptable include:

- any clothing that is unsanitary, revealing or indecent and does not cover the body sufficiently so as not to attract excessive attention
- clothing which exposes undergarments
- clothing that advertises, promotes or depicts alcohol, tobacco and/or illegal/controlled substances
- items that display vulgar, offensive, or demeaning language
- items that are sexually suggestive or provocative

For health and safety reasons, appropriate footwear must be worn at all times. Students are never to wear clothing with lettering or symbols that are obscene or offensive as defined by the administration. Likewise, any jewelry or accessories deemed potentially dangerous or disruptive are prohibited. Heely's are also strictly prohibited in our building and on the school grounds for reasons of safety. Students are encouraged to leave outdoor clothing and coats in their lockers and not wear them during the day. The social contract for each individual setting will determine whether or not hats are permissible in that setting. It is expected that hats will be removed during assemblies or performances in the Paul B. Trahan Memorial Theatre. "Hats" are defined as any head-covering for the purpose of this handbook.

Ultimately, the School reserves the right to determine or decide what clothing is appropriate to be worn in school.

BEVERAGES

Water fountains and bottle filling stations are available at various locations within the building. Through the work of our Wellness Committee, we acknowledge and support the need for students to stay hydrated for reasons of health. Students should understand that bottles are subject to inspection at anytime for reasons of student safety.

CO-CURRICULAR ACTIVITIES
***All student-athlete registration information can now be found at www.mvuathletics.org***

The administration, faculty and staff highly encourage you to take advantage of the many opportunities to become involved in school-sponsored activities outside the classroom here at Missisquoi. The philosophy for co-curricular activities represents an integral part of our school’s educational program and provides an opportunity to support, apply, and extend learning. This includes such things as High School Student Government Association, publications, music, drama, subject-related clubs, and assemblies as well as social, political, and service organizations.

Each and every one of these activities should present an equal opportunity for students to pursue established interests and develop new areas of interest. No student should or will be excluded for social, ethnic, or financial reasons. Co-curricular programs enable students to utilize special talents, use leisure time wisely, develop school spirit, and achieve a measure of excellence based upon individual strengths. Through participation in these activities, students are encouraged to form productive and satisfying relations with others based upon mutual respect and cooperation. These experiences should also foster leadership and a strong sense of responsibility to peers, school, and the larger community. This must be recognized as an essential preparation for adult citizenship in our democratic society. All student organizations should operate openly, formally, follow Parliamentary Procedures, and adhere to the boundaries and expectations set forth in the High School student government association constitution.

1. Provide a comprehensive range of opportunities for individuals to develop special talents and skills
2. Promote unity, social cohesion, and spirit among participants and the student body
3. Develop self-discipline, independence, commitment, and a sense of responsibility
4. Represent a source of pride for our school and community
5. Develop leadership qualities and recognize the strength of influence in defining school norms
6. Accept responsibility for representing the activity, school, and community in and out of school
7. Learn to follow Parliamentary Procedures for meetings and decision-making.

We encourage attendance at dances, concerts, athletic events, and performances. This support means a great deal to fellow students and develops a strong sense of spirit and community. The privilege of attendance and participation rests with maintaining good standing. This includes general behavior, attendance, fulfillment of academic responsibilities, etc. [Please consult section on eligibility].

**COURTESY**

Courtesy to all school employees, other students, and visitors is a tradition at our school. Each of us should strive to be considerate of all others and expect the same in return. Respect the judgment of your teachers. Treat all other adult employees of the school with the same courtesy and follow requests or directions given by them. These include secretaries, cafeteria workers, custodians, instructional assistants and all other personnel. Rude behavior will result in disciplinary action.

**DANCES**

1. Dances are school-sponsored events that are held to benefit the social life of students. It should be carefully noted that the behavior of students at dances is governed by the same Code of Conduct as that
of other school activities. Middle School dances are for middle school students only and High School dances are for high school students only.

2. Any student found drinking, possessing, or under the influence of alcohol or drugs will be removed from the dance and remanded to the custody of his/her parents. If parents cannot be notified, students will be taken to the police station by a police officer, where parental notification will be carried out by law enforcement. In any event, such behavior will prompt a referral to the ACT 51 team.

3. Students will not be allowed to loiter on the school grounds outside a dance.

4. Advisors and chaperones reserve the right to ask anyone who, at any time, engages in inappropriate behavior, to leave the dance. Parents will be notified that their student(s) are being asked to leave and will be asked to come pick up their student.

5. Guests are not permitted at MVU dances.

6. Middle School dances will be held from 7-9pm and High School dances from 7:30-10pm.

   Students and advisors sponsoring the dance must leave the facility as they found it.

ELIGIBILITY (Rules for Participation in Interscholastic and Co-curricular Activities)

At Missisquoi Valley Union we consider participating in extracurricular activities a privilege. With all privileges come certain responsibilities. We expect our students to perform well academically and to exhibit positive behaviors.

1. In order to tryout and participate in extracurricular activities, a student must maintain a grade point average of 2.0 and may not receive more than one "F" or "Incomplete" in courses taken during the previous marking period. Students who have not met the eligibility standard will not be allowed to be considered for participation until report cards come out. Students who have outstanding work at the end of the marking period will receive a grade based on completed work, accompanied by a comment indicating that the grade reflects incomplete work. All incomplete work must be made up within ten (10) school days of the report card being distributed. Ineligible students may not practice, rehearse, or participate in any activity.

2. All incoming 7th and 9th graders will be eligible to participate in all activities during their first marking period. After this, they must comply with all eligibility standards as outlined above.

3. Any student who is ineligible at the close of the fourth marking period may regain eligibility for the fall if they successfully complete the necessary coursework in summer school. This course work must be approved by the Principal and the appropriate grade level administrator.

Students should also be in good standing with respect to regular attendance and are expected to be in attendance unless excused by the administration. Students need to be in attendance for the equivalent of a ½ day of school.

[Note: For further information on eligibility regarding athletics, please consult the MVU "Athletics Activities Digest for Students and Parents."

FIELD TRIPS

Students must return a permission slip signed by a parent/legal guardian no later than one week before the trip. In addition, for non-curriculum based field trips, the student must inform and secure permission from every teacher whose classes he/she will miss no later than one week prior to the trip. If every teacher does not sign the permission form, the student cannot participate. A teacher has the right
to not sign the form if the student has incomplete work in the teacher’s class or is in danger of failing the course that the student will miss. Please note that all school rules and regulations are in effect on field trips. When on field trips, teachers and students should realize they will be in the public eye. School takes precedence over the age of majority in all school activities. The administration reserves the right to make decisions regarding any and all participation in school sponsored field trips.

**FOOD**

Those looking to mark special occasions by the inclusion of food, such as a pizza party for TSA, should make such arrangements through the Principal, the Nurse, and the Director of Facilities. Free and reduced cost lunches are available for those families who are eligible. Applications for free or reduced cost meals may be obtained during the first week of school from Mrs. Greenia in the Guidance Department. Any student found throwing food or leaving a mess in commons, may be assigned to detention, in-school suspension or possible suspension (out-of-school). Students are reminded that they have the responsibility to get to class on time after lunch. Additionally, students are asked to not bring in outside food and/or beverages to school during instruction time or study halls, as it may become disruptive to the learning and working environment of others. Deliveries are not be made to school, unless specifically authorized by the Principal(s), or Director of Facilities.

**FUNDRAISING**

All fundraising at MVU for student activities, to include athletics, must be approved by the administration with input, when appropriate, from the Student Government Association and must support the activities of recognized school organizations. The sponsors of any activity which requires fund raising, or any person, group or entity wishing to fundraise on behalf of a recognized school organization, must seek approval for the fundraiser by completing a fundraising request form, available in both the High School and Middle School Offices. Groups are asked to submit this form to the High School Office at least 3 weeks before the activity is scheduled to take place. Once approved, the applicant(s) will be notified and the fundraiser will be added to a master calendar in the high school office. The administration will approve or deny the request. Organizations in the High School should have all monetary transactions approved following the procedures defined in the Student Government Association constitution. All organizations will receive an update on accounts at the regular Student Government Association meetings. Activities and clubs meet after school. Fundraisers that involve candy and certain other foods as defined by law cannot be sold during lunch periods per established guidelines. (See the Hot Lunch Agent for more information).

**NEW STUDENTS**

The climate of the classroom is clearly enhanced when students know and accept one another. Students who are new to MVU should be formally introduced and have the opportunity to meet others. At the start of each yearlong or semester course and whenever a new student joins a class, teachers will initiate a meaningful introduction of students. Established members of this school community are expected to provide a welcoming and supportive environment to all newcomers. This practice will help to promote mutual respect and utilize a valuable social form. In addition to this general approach, all
students will participate in an advisory (Nest/T-Bird Time) designed to help foster a caring environment by promoting social and academic cohesion.

**NUT SAFE ENVIRONMENTS**

MVU is dedicated to maintaining a nut safe environment. This means that students will be educated with regard to safety plans that have been developed for individual students who have life-threatening allergies to peanuts and/or tree nuts. Certain areas throughout the school will be designated as peanut/tree nut free.

**PROHIBITED ITEMS**

Laser pointers, gaming devices, walkie-talkies, noise-making devices, drones, hoverboards, scooters, skateboards, heely shoes or any other such articles deemed inappropriate by the administration, or by any classroom agreement as disruptive or unsafe to the educational environment. Accordingly, these items are PROHIBITED. That is, they are not to be brought into school at any time. Students who do so will have them confiscated. Such items will be turned in to the administration and may be retrieved at the end of the day from either the Middle or High School office at the end of the day. Items confiscated more than once may only be retrieved by the student's parent/guardian.

**PUBLIC DISPLAYS OF AFFECTION**

The following forms of public affection are absolutely not permitted: kissing and prolonged embraces. These are not appropriate to the educational environment and make many feel uncomfortable. Holding hands is considered a permissible demonstration of affection.

**SPECTATOR BEHAVIOR**

We encourage and appreciate the support for our athletic and co-curricular activities. With strong school spirit goes a responsibility for everyone to maintain good sportsmanship and refrain from anything, which is disrespectful to others. Competition and the desire to win is normal, but not at the expense of healthy attitudes and values. Everyone must recognize our high expectations for maintaining MVU's reputation as a gracious and hospitable community. Please consult the MVU Athletic Digest for more information.

**STUDENT GOVERNMENT ASSOCIATION (HIGH SCHOOL)**

Student government at MVUHS is known as the Student Government Association. Among its goals are "to promote student participation within the school and community, promote school spirit within the student body and in the community, promote respect for the property and dignity of others, and increase student autonomy and strengthen and broaden student leadership and opportunities." This body consists of an executive council (president, vice president, treasurer, secretary and members at large). Each class has a president, vice president, treasurer, secretary, and representatives. Members are elected each year in the spring and begin a one-year term that fall. Students elected to serve on student government are expected to provide responsible leadership to include being in good standing with respect to academic obligations and personal conduct. Student government recognizes and oversees clubs and organizations within the school, as they also seek to instill a sense of school pride both in the MVU student body and in the community at large. Students
may petition the student government with matters regarding student life at MVU. Student government recently drafted and adopted a new constitution. A list of current student government members will be posted outside the Student Government Office.

**TRANSPORTATION TO SCHOOL ACTIVITIES**

Students may not drive private vehicles to off-campus school-sponsored events such as "away" athletic contests, field trips and meetings. The administration or the athletic director may grant a waiver, if the student has a valid reason. If a student has a detention, and misses the bus, this will not be considered a valid excuse. In such cases, no students outside the immediate family are to be transported, in either direction, without the coach or advisor being in agreement. Any student who accepts other than school transportation to or from a school event without proper permission is subject to immediate suspension from further participation in the activity for which this rule was violated. The length of such suspension will be determined by the school administration.

**VALUABLES**

Students are cautioned not to bring large amounts of money or items of considerable value to school. Students who have electronic devices, cell phones, musical instruments or other personal valuables need to keep track of them at all times. THE SCHOOL WILL NOT BE RESPONSIBLE FOR PERSONAL PROPERTY THAT IS LOST, STOLEN, OR DAMAGED.

**SUBSTITUTE TEACHERS**

It is expected that students will cooperate fully with substitute teachers. Students are to be polite, respectful, and follow the directions of substitutes at all times. They are here to assist in the absence of the regular teacher. Assignments given to the substitute have been prepared by the regular teacher and will be given to him/her for grading and credit. Any student who in any way attempts to take advantage of a substitute or interfere with the productivity of the class will be removed by either the Middle School or High School Office staff, and may subject to disciplinary intervention.

**TEXT AND LIBRARY BOOKS**

You are responsible for returning the texts loaned for each academic class. If they are damaged or lost, you must pay the cost of repair or replacement.

**VANDALISM**

Students found writing or drawing on walls, desks, or other school property, or otherwise defacing, damaging, or destroying the same, should expect the following:

1. Parents will be notified.
2. The student will thoroughly clean or repair the marred / damaged surface (if possible).
3. The student will be financially responsible for repair or replacement if damage is not corrected.

**VISITORS**

1. MVU students are not permitted to bring visitors to school as it provides a distraction and can be disruptive to the educational environment.
2. All teachers who plan to have a guest in their classes should inform the appropriate building administrator.

3. Any person who needs to visit the school for a brief transaction must sign in at the front desk via the school's Visitor Monitoring System (see section outlined 'Building Access'). The School Resource Officer will be monitoring visitors to the building to ensure the proper procedure.

[The administration reserves the right to deny a visitor entrance to the school or a school-sponsored activity.]

**FOREIGN EXCHANGE TRIPS**

Are at the discretion of the MVSD Board of Directors.
POLICY SECTION

CODE C2
(Required)

STUDENT ALCOHOL AND DRUGS

It is the policy of the Missisquoi Valley School District that no student shall knowingly possess, use, sell, give or otherwise transmit, or be under the influence of any illegal drug, regulated substance, or alcohol on any school property, or at any school sponsored activity away from or within the school. It is further the policy of the district to make appropriate referrals in cases of substance abuse.

Definitions

Substance Abuse is the ingestion of drugs and or alcohol in such a way that it interferes with a person's ability to perform physically, intellectually, emotionally, or socially.

Drug means any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana or any other controlled substance as defined by state or federal regulation or statute.

Educational Program. The (superintendent, principal, other) shall work with appropriate staff members to develop and conduct an alcohol and drug abuse educational program. The program shall be consistent with the Vermont Alcohol and Drug Education Curriculum Plan. If the school district is a recipient of federal Safe and Drug-Free Schools and Communities Act funds, the Act will be considered in the development of the alcohol and drug abuse educational program.

Support and Referral System. In each school, the principal or his or her designee shall develop a support and referral system for screening students who refer themselves and students who are referred by staff for suspected drug and/or alcohol use and/or abuse problems. The support and referral system will include processes to determine the need for further screening, education, counseling or referral for treatment in each referred case. In addition, the principal shall establish procedures for administering emergency first aid related to alcohol and drug abuse.

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1 This policy is required by 16 V.S.A. 1165(c) and SBE Rule 4212. Unless otherwise noted in the following notes, the State Board rule requires that the policy include the elements contained in this model.
2 16 V.S.A. § 1165(a). See also 18 V.S.A. § 4237 making it unlawful for any person to sell or dispense any regulated drug to minors or to any other person on school property or property adjacent to a school.
4 See definitions of narcotic drugs and hallucinogenic drugs in 18 V.S.A. §4201; and controlled substance in 41 U.S.C. §706(3) and 21 U.S.C. §812.
5 16 V.S.A. §131(9); SBE Rule 4213.1
6 SBE Rule 4212.2 requiring that education program be consistent with this Plan.
7 20 U.S.C. §§7101 et seq.
8 SBE Rule 4212.3
9 SBE Rule 4212.3D.
10 SBE Rule 4212.3B. SBE Rule 4212.3B requires that each “…school district policy…establish procedures for administering first aid related to alcohol and drug abuse. The procedures will define the roles of the personnel involved.”
**Cooperative Agreements**. The (superintendent, principal, other) shall annually designate an individual to be responsible for providing information to students and parents or guardians about outside agencies that provide substance abuse prevention services and to encourage the use of their services and programs when appropriate.

The Missisquoi Valley School District, has entered into a cooperative agreement with Northwest Counseling and Support Services (NCSS). NCSS will provide substance abuse treatment to students who are referred through the school’s support and referral system, or who refer themselves for treatment.

**Staff Training.** The administration will work with appropriate staff to provide training for teachers and health and guidance personnel who teach or provide other services in the school’s alcohol and drug abuse prevention education program. The training provided will meet the requirements of State Board Rules related to staff training.  

**Community Involvement.** The administration will work with school staff and community members to implement a program to inform the community about substance abuse issues in accord with State Board of Education rules.

**Annual Report.** In a standard format provided by the Agency of Education, the administration will submit an annual report to the Secretary of Education describing substance abuse education programs and their effectiveness.

**Notification.** The administration shall ensure that parents and students are given copies of the standards of conduct and disciplinary sanctions contained in the procedures related to this policy, and are notified that compliance with the standards of conduct is mandatory. Notice to students will, at a minimum, be provided through inclusion of these standards and sanctions in the student handbook distributed to all students at the beginning of each school year or when a student enrolls in the school.

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11 SBE Rule 4212.3.
12 SBE Rule 4213.2. See also SBE Rule 4212.3C.
13 SBE Rule 4214 does not require that this paragraph be included in a school board policy. The rule does require that schools engage in community programs “…to inform the community about the school’s alcohol and drug prevention education program, alcohol and drug abuse prevention issues, and community-wide responsibility for effective alcohol and drug abuse prevention.”. This paragraph could be included in administrative procedures developed in conjunction with this policy.
14 SBE Rule 4215 does not require that this paragraph be included in a school board policy. The rule does require that the school’s annual report include information on substance abuse education programs. This paragraph could be included in administrative procedures developed in conjunction with this policy.
15 This section is not required by law, but could be included in a school board policy to ensure that adequate notice of the school district’s policy and procedures related to alcohol and drug abuse is given to students and parents.

**Date Warned:** 5/14/2019  
**Date Adopted:** 6/18/2019  
**Legal Reference(s):**
- 16 V.S.A. §809 (Drug & Alcohol Abuse Prevention Education Curriculum)
- 16 V.S.A. 1311(9) (Comprehensive Health Education)
- 16 V.S.A. §1045(b)(Driver Training Course)
- 16 V.S.A. §1165 (Alcohol and drug abuse)
- 18 V.S.A. §4226 (Drugs: minors, treatment, consent)

59
CODE C7
(Required)

STUDENT ATTENDANCE

Policy
It is the policy of the Missisquoi Valley School District to set high expectations for consistent student school attendance in accordance with Vermont law in order to facilitate and enhance student learning. Legal pupils between the ages of 6 and 16 and who are residents of the school district and non-resident pupils who enroll in school district schools are required to attend school for the full number of days that school is held unless they are excused from attendance as provided in state law. Students who are over the age of 16 are required to attend school continually for the full number of the school days for which they are enrolled, unless they are mentally or physically unable to continue, or are excused by the superintendent in writing.

Annually, the superintendent shall ensure that the school board appoints one or more individuals to serve as the truant officer, and shall ensure that appointment is recorded with the clerk of the school district. The superintendent shall develop administrative rules and procedures to ensure the implementation of this policy.

Administrative Rules and Procedures
The procedures will address the following issues and may include others as well:
A. written excuses;
B. tardiness;
C. notification of parents/guardian;
D. signing out of school;
E. excessive absenteeism;
F. homebound and hospitalized students;
G. early dismissals;
H. homework assignments;
I. making up work

Administrative Responsibilities
1. The principal is responsible for maintaining accurate and up-to-date records of student attendance.
2. The principal is responsible for assuring that the school has the appropriate family information that allows the school to contact the parent(s) or guardian(s) of all students whenever necessary.

Date Warned: 5/14/2019
Date Adopted: 6/18/2019
Legal Reference(s):
16 V.S.A. §§1121 et seq. (Attendance required)
16 V.S.A. § 1125 (Truant officers)
VT State Board of Education Manual of Rules & Practices: §2120.8.3.3
Cross Reference: Admission of Resident Students
Admission of Non-Resident Tuition Students
Policy on the Prevention of Harassment, Hazing and Bullying of Students

I. Statement of Policy

The Missisquoi Valley School District (hereinafter “District”) is committed to providing all of its students with a safe and supportive school environment in which all members of the school community are treated with respect.

It is the policy of the District to prohibit the unlawful harassment of students based on race, color, religion, creed, national origin, marital status, sex, sexual orientation, gender identity or disability. Harassment may also constitute a violation of Vermont’s Public Accommodations Act, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, and/or Title IX of the federal Education Amendments Act of 1972.

It is also the policy of the District to prohibit the unlawful hazing and bullying of students. Conduct which constitutes hazing may be subject to civil penalties.

The District shall address all complaints of harassment, hazing and bullying according to the procedures accompanying this policy, and shall take appropriate action against any person - subject to the jurisdiction of the board - who violates this policy. Nothing herein shall be construed to prohibit punishment of a student for conduct which, although it does not rise to the level of harassment, bullying, or hazing as defined herein, otherwise violates one or more of the board’s disciplinary policies or the school's code of conduct. The Model Procedures are expressly incorporated by reference as though fully included within this Model Policy. The Model Procedures are separated from the policy for ease of use as may be required.

II. Implementation

The superintendent or his/her designee shall:

1. Adopt a procedure directing staff, parents and guardians how to report
violations of this policy and file complaints under this policy. (See Model Procedures on the Prevention of Harassment, Hazing and Bullying of Students)

2. Annually, select two or more designated employees to receive complaints of hazing, bullying and/or harassment at each school campus and publicize their availability in any publication of the District that sets forth the comprehensive rules, procedures, and standards of conduct for the school.

3. Designate an Equity Coordinator to oversee all aspects of the implementation of this policy as it relates to obligations imposed by federal law regarding discrimination. This role may be also be assigned to one or both of the Designated Employees.

4. Respond to notifications of possible violations of this policy in order to promptly and effectively address all complaints of hazing, harassment, and/or bullying.

5. Take action on substantiated complaints. In cases where hazing, harassment and/or bullying is substantiated, the District shall take prompt and appropriate remedial action reasonably calculated to stop the hazing, harassment and/or bullying; prevent its recurrence; and to remedy the impact of the offending conduct on the victim(s), where appropriate. Such action may include a wide range of responses from education to serious discipline.

   Serious discipline may include termination for employees and, for students, expulsion or removal from school property. It may also involve penalties or sanctions for both organizations and individuals who engage in hazing. Revocation or suspension of an organization’s permission to operate or exist within the District’s purview may also be considered if that organization knowingly permits, authorizes or condones hazing.

III. Constitutionally Protected Speech

It is the intent of the District to apply and enforce this policy in a manner that is consistent with student rights to free expression under the First Amendment of the U.S. Constitution. The purpose of this policy is to (1) prohibit conduct or
communication that is directed at a person's protected characteristics as defined below and that has the purpose or effect of substantially disrupting the educational learning process and/or access to educational resources or creates a hostile learning environment; (2) prohibit conduct intended to ridicule, humiliate or intimidate students in a manner as defined under this policy.

**IV. Definitions.** For the purposes of this policy and the accompanying procedures, the following definitions apply:

A. **“Bullying”** means any overt act or combination of acts, including an act conducted by electronic means, directed against a student by another student or group of students and which:
   a. Is repeated over time; b. Is intended to ridicule, humiliate, or intimidate the student; and c. (i) occurs during the school day on school property, on a school bus, or at a school-sponsored activity, or before or after the school day on a school bus or at a school sponsored activity; or (ii) does not occur during the school day on school property, on a school bus or at a school sponsored activity and can be shown to pose a clear and substantial interference with another student's right to access educational programs.

B. **“Complaint”** means an oral or written report of information provided by a student or any person to an employee alleging that a student has been subjected to conduct that may rise to the level of hazing, harassment or bullying.

C. **“Complainant”** means a student who has provided oral or written information about conduct that may rise to the level of hazing, harassment or bullying, or a student who is the target of alleged hazing, harassment or bullying.

D. **“Designated employee”** means an employee who has been designated by the school to receive complaints of hazing, harassment and bullying pursuant to subdivision 16 V.S.A. 570a(a)(7). The designated employees for each school building are identified in Appendix A of this policy.

E. **“Employee”** includes any person employed directly by or retained through a contract with the District, an agent of the school, a school board member, a student teacher, an intern or a school volunteer. For purposes of this policy, “agent of the school” includes supervisory union staff.
F. “Equity Coordinator” is the person responsible for implementation of Title IX (regarding sex-based discrimination) and Title VI (regarding race-based discrimination) for the District and for coordinating the District’s compliance with Title IX and Title VI in all areas covered by the implementing regulations. The Equity Coordinator is also responsible for overseeing implementation of the District’s Preventing and Responding to Harassment of Students and Harassment of Employees policies. This role may also be assigned to Designated Employees.

G. “Harassment” means an incident or incidents of verbal, written, visual, or physical conduct, including any incident conducted by electronic means, based on or motivated by a student’s or a student’s family member’s actual or perceived race, creed, color, national origin, marital status disability, sex, sexual orientation, or gender identity, that has the purpose or effect of objectively and substantially undermining and detracting from or interfering with a student’s educational performance or access to school resources or creating an objectively intimidating hostile, or offensive environment.

Harassment includes conduct as defined above and may also constitute one or more of the following:

(1) Sexual harassment, which means unwelcome conduct of a sexual nature, that includes sexual violence/sexual assault, sexual advances, requests for sexual favors, and other verbal, written, visual or physical conduct of a sexual nature, and includes situations when one or both of the following occur:

   (i) Submission to that conduct is made either explicitly or implicitly a term or condition of a student’s education, academic status, or progress; or (ii) Submission to or rejection of such conduct by a student is used as a component of the basis for decisions affecting that student.

Sexual harassment may also include student-on-student conduct or conduct of a non-employee third party that creates a hostile environment. A hostile environment exists where the harassing conduct is severe, persistent or pervasive so as to deny or limit the student’s ability to participate in or benefit from the educational program on the basis of sex.

(2) Racial harassment, which means conduct directed at the characteristics of a student’s or a student’s family member’s actual or perceived race or color, and includes the use of epithets, stereotypes, racial slurs, comments, insults,
derogatory remarks, gestures, threats, graffiti, display, or circulation of written or visual material, and taunts on manner of speech and negative references to cultural customs.

(3) Harassment of members of other protected categories, means conduct directed at the characteristics of a student’s or a student’s family member’s actual or perceived creed, national origin, marital status, disability, sex, sexual orientation, or gender identity and includes the use of epithets, stereotypes, slurs, comments, insults, derogatory remarks, gestures, threats, graffiti, display, or circulation of written or visual material, taunts on manner of speech, and negative references to customs related to any of these protected categories.

H. “Hazing” means any intentional, knowing or reckless act committed by a student, whether individually or in concert with others, against another student: In connection with pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization which is affiliated with the educational institution; and

(1) Which is intended to have the effect of, or should reasonably be expected to have the effect of, endangering the mental or physical health of the student.

Hazing shall not include any activity or conduct that furthers legitimate curricular, extra-curricular, or military training program goals, provided that:

(1) The goals are approved by the educational institution; and

(2) The activity or conduct furthers the goals in a manner that is appropriate, contemplated by the educational institution, and normal and customary for similar programs at other educational institutions.

With respect to Hazing, “Student” means any person who: (A) is registered in or in attendance at an educational institution; (B) has been accepted for admission at the educational institution where the hazing incident occurs; or (C) intends to attend an educational institution during any of its regular sessions after an official academic break.

I. “Notice” means a written complaint or oral information that hazing, harassment or bullying may have occurred which has been provided to a designated employee from another employee, the student allegedly subjected to
the hazing, harassment or bullying, another student, a parent or guardian, or any other individual who has reasonable cause to believe the alleged conduct may have occurred. If the school learns of possible hazing, harassment or bullying through other means, for example, if information about hazing, harassment or bullying is received from a third party (such as from a witness to an incident or an anonymous letter or telephone call), different factors will affect the school's response. These factors include the source and nature of the information; the seriousness of the alleged incident; the specificity of the information; the objectivity and credibility of the source of the report; whether any individuals can be identified who were subjected to the alleged harassment; and whether those individuals want to pursue the matter. In addition, for purposes of violations of federal anti-discrimination laws, notice may occur when an employee of the district, including any individual who a student could reasonably believe has this authority or responsibility, knows or in the exercise of reasonable care should have known about potential unlawful harassment or bullying.

J. “Organization” means a fraternity, sorority, athletic team, association, corporation, order, society, corps, cooperative, club, or other similar group, whose members primarily are students at an educational institution, and which is affiliated with the educational institution.

K. “Pledging” means any action or activity related to becoming a member of an organization.

L. “Retaliation” is any adverse action by any person against a person who has filed a complaint of harassment, hazing or bullying or against a person who assists or participates in an investigation, proceeding or hearing related to the harassment complaint. Such adverse action may include conduct by a school employee directed at a student in the form of intimidation or reprisal such as diminishment of grades, suspension, expulsion, change in educational conditions, loss of privileges or benefits, or other unwarranted disciplinary action. Retaliation may also include conduct by a student directed at another student in the form of further harassment, intimidation, and reprisal.

M. “School administrator” means a superintendent, principal or his/her designee assistant principal//technical center director or his/her designee and/or the District’s Equity Coordinator.
N. “Student Conduct Form” is a form used by students, staff, or parents, to provide, in written form, information about inappropriate student behaviors that may constitute hazing, harassment and/or bullying.

Date Warned: 5/14/2019  
Date Adopted: 6/18/2019  
Legal Reference(s):

Title V, Section B, 504 of the Rehabilitation Act of 1973, 29 U.S.C. §794 et seq.; Title VI of the Civil Rights Act of 1964, 42 U.S.C. §2000d; Title IX of the Educational Amendments Act of 1972, 20 U.S.C. §§ 1681 et seq.; Family Education Rights Privacy Act; 20 U.S.C. §1232g; Public Accommodations Act, 9 V.S.A. §§ 4500 et seq.; Education, Classifications and Definitions, 16 V.S.A. §11(26); Education, Harassment, Hazing and Bullying, 16 V.S.A. § 570; Education, Bullying, 16 V.S.A. § 570c; Education, Harassment, Hazing and Bullying, 16 V.S.A. § 570; Education, Harassment, 16 V.S.A. § 570a; Education, Harassment, 16 V.S.A. § 570f; Education, Hazing, 16 V.S.A. § 570f; Education, Discipline, 16 V.S.A. § 1161a; Education, Suspension or Expulsion of Pupils; 16 V.S.A. § 1162; Child Abuse, 33 V.S.A. §§ 4911 et seq.; Adult Protective Services, 33 V.S.A. § 6901 et seq., all as they may be amended from time to time.


APPENDIX A

Designated Employees:

The following employees of the Missisquoi Valley School District have been designated by the District to receive complaints of bullying and/or harassment pursuant to this policy and 16 V.S.A. § 570a(a)(7) and 16 V.S.A. § 570c(7) and under federal anti discrimination laws;

Name: Joyce Hakey  Title: Principal, Franklin Central School

Contact Information: (802) 285-2100

Name: Amanda McIntyre  Title: Guidance Counselor, Franklin Central School

Contact Information: (802) 285-2100

Name: Yeshua Pastina  Title: Principal, Highgate Elementary School

Contact Information: (802) 868-4170

Name: Eric Becker, Highgate Elementary School

Contact Information: (802) 868-4170
Name: **Katy Thompson** Title: Guidance Counselor, Swanton Schools
Contact Information: (802) 868-5346

Name: **Sandra Simmons** Title: Guidance Counselor, Swanton Schools
Contact Information: (802) 868-5346

Name: **Steve Messier** Title: Director of Student Affairs, MVU Middle & High School
Contact Information: (802) 868-7311

Name: **Devin Quinlan** Title: Behavior and Wellness, MVU Middle & High School
Contact Information: (802) 868-7311
EMPLOYEE HARASSMENT

Policy
Harassment is a form of unlawful discrimination that will not be tolerated in the Missisquoi Valley School District. Unwelcome sexual advances, requests for sexual favors, and other verbal, written or physical conduct constituting harassment as defined herein and by state and federal law violate this policy. Retaliation against any person raising good faith allegations of unlawful harassment or against any witness cooperating in an investigation pursuant to this policy is prohibited.

A. Definitions

1. **Employee:** For purposes of this policy, any person employed by and subject to the direct supervision of the district or supervisory union.

2. **Unlawful Harassment:** Verbal, written or physical conduct based on an employee's race, religion, color, national origin, marital status, sex (including pregnancy), sexual orientation, gender identity, age, political affiliation, ancestry, place of birth, genetic information or disability which has the purpose or effect of substantially interfering with an employee's work or creating an intimidating, hostile or offensive environment.

3. **Sexual Harassment:** Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:
   a. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; or
   b. Submission to or rejection of such conduct by an individual is used as a component of the basis for employment decisions affecting such individual; or
   c. Such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

4. **Retaliation.** Retaliation is adverse action taken against a person for making a complaint of unlawful harassment or for participating in or cooperating with an investigation.

B. Examples
Unlawful harassment can include any unwelcome verbal, written or physical conduct which offends, denigrates, or belittles an employee because of the employee's race, religion, color, national origin, marital status, sex (including pregnancy), sexual orientation, gender identity, age, ancestry, place of birth, genetic information or disability. Such conduct includes, but is not limited to: unsolicited derogatory remarks, jokes, demeaning comments or behavior, slurs,
mimicking, name calling, graffiti, innuendo, gestures, physical contact, stalking, threatening, bullying, extorting or the display or circulation of written materials or pictures.

**Sex**
Sexual harassment may include unwelcome touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, pressure for sexual activity, display or sending of pornographic pictures or objects, obscene graffiti, and spreading rumors related to a person's alleged sexual activities.

**Race and Color**
Racial or color harassment may include unwelcome verbal, written or physical conduct directed at the characteristics of a person's race or color such as nicknames emphasizing stereotypes, racial slurs, and negative references to racial customs.

**Religion**
Harassment on the basis of religion includes unwelcome verbal, written or physical conduct directed at the characteristics of a person's religion or creed such as derogatory comments regarding surnames, religious tradition, or religious clothing, or religious slurs.

**National Origin and Place of Birth**
Harassment on the basis of national origin includes unwelcome verbal, written or physical conduct directed at the characteristics of a person's national origin or place of birth such as negative comments regarding surnames, manner of speaking, customs, language or ethnic slurs.

**Age**
Age harassment includes unwelcome verbal, written or physical conduct directed at someone (an applicant or employee) age 40 or older, such as offensive remarks about a person's ability to perform certain tasks because of his or her age.

**Marital Status**
Harassment on the basis of marital status includes unwelcome verbal, written or physical conduct directed at the characteristics of a person's marital status, such as comments regarding pregnancy or being an unwed mother or father.

**Sexual Orientation**
Harassment on the basis of sexual orientation includes unwelcome verbal, written or physical conduct directed at the characteristics of a person's sexual orientation.

**Gender Identity**
Harassment on the basis of gender identity includes unwelcome verbal, written or physical conduct directed at an individual's actual or perceived gender identity, or gender-related characteristics intrinsically related to an individual's gender or gender identity, regardless of the individual's assigned sex at birth.
Disability
Disability harassment includes any unwelcome verbal, written or physical conduct directed at the characteristics of a person's disabling mental or physical condition such as imitating manner of speech or movement, or interference with necessary equipment.

Genetic Information
Genetic information harassment can include, for example, making offensive or derogatory remarks about an applicant or employee's genetic information, or about the genetic information of a relative of the applicant or employee. Genetic information includes information about an individual's genetic tests and the genetic tests of an individual's family members, as well as information about family medical history.

D. Procedure

1. **Duty to Investigate.** In the event the district or supervisory union receives a complaint of unlawful harassment of an employee, or otherwise has reason to believe that unlawful harassment is occurring, it will take all necessary steps to ensure that the matter is promptly investigated and addressed. The Missisquoi Valley School District is committed to take action if information regarding potential unlawful harassment is learned, even if the aggrieved employee does not wish to file a formal complaint.

2. **Designated Persons.** Every employee is encouraged to report any complaint of or suspected acts of unlawful harassment. Unlawful harassment should be reported to the non-discrimination coordinators or to the principal at the following address and telephone number:

**Non-Discrimination Coordinators:**

**Swanton Schools:**
Katy Thompson, Guidance Counselor, 868-5346
Sandra Simmons, Guidance Counselor, 868-5346

**Highgate Elementary School:**
Monica Sweet, Guidance Counselor, 868-4170

**Franklin Central School:**
Amanda McIntyre, Guidance Counselor, 285-2100

**Missisquoi Union Middle/High School:**
Steve Messier, Director of Student Affairs, 868-7311
Devin Quinlan, Behavior and Wellness, 868-7311

**Principals:**
**Swanton Schools:**
Chris Dodge, 24 Fourth St. Swanton, VT 05488 802-868-5346
3. **Investigation.** Allegations of unlawful harassment will be promptly investigated by a non-discrimination coordinator or his/her designee. At the outset of the investigation, the complainant shall be provided with a copy of this policy. If the allegations are found to have been substantiated by the investigator, the district or Supervisory Union will take appropriate disciplinary and/or corrective action. The non-discrimination coordinator or his/her designee will inform the complainant(s) and the accused(s) whether the allegations were substantiated. The accused(s), the complainant(s) and any witness(es) shall be warned against any retaliation. If, after investigation, the allegation is found not to have been substantiated, the complainant(s) shall be informed of the right to contact any of the state or federal agencies identified in this policy.

4. **Filing a Complaint.** Employees are encouraged to report the alleged unlawful harassment as soon as possible to the non-discrimination coordinators or the principal.

5. **Alternative Complaint Processes.** Employees may file complaints with both the district or supervisory union and with state and federal agencies. If employees are dissatisfied with the results of an investigation, they may file a complaint with state and federal agencies. The agencies are:

   a. Vermont Attorney General’s Office, Civil Rights Unit, 109 State Street, Montpelier, VT 05602, tel: (802) 828-3171. Complaints should be filed within 300 days of any unlawful harassment.

   b. Equal Employment Opportunity Commission, 1 Congress Street, Boston, MA 02114, tel: (617)565-3200 (voice), (617)565-3204 (TDD). Complaints should be filed within 300 days of any unlawful harassment.

6. **Confidentiality.** Witnesses, complainant and the accused shall keep confidential matters related to the charge of unlawful harassment.
CODE C5
(REQUIRED)

FIREARMS

Policy
It is the policy of the Missisquoi Valley School District to comply with the federal Gun Free Schools Act of 1994 and state law requiring school districts to provide for the possible expulsion of students who bring firearms to or possess firearms at school. It is further the intent of the board to maintain a student discipline system consistent with the requirements of the federal Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act and the Vermont State Board of Education rules.

Definitions
For the purposes of this policy, the terms “firearm” “school” and “expelled” shall be defined consistent with the definitions required by state and federal law.

Sanctions
Any student who brings a firearm to school, or who possesses a firearm at school shall be brought by the superintendent to the school board for an expulsion hearing.

A student found by the school board after a hearing to have brought a firearm to school shall be expelled for at least one calendar year. However, the school board may modify the expulsion on a case-by-case basis when it finds circumstances such as, but not limited to:

1. The student was unaware that he or she had brought a firearm to school.
2. The student did not intend to use the firearm to threaten or endanger others.
3. The student is disabled and the misconduct is related to the disability.
4. The student does not present an ongoing threat to others and a lengthy expulsion would not serve the best interests of the pupil.

At the discretion of the school board and administration, an expelled student may be afforded limited educational services at a site other than the school during the period of expulsion under this policy.

Policy Implementation
An expulsion hearing conducted under this policy shall afford due process as required by law and as developed by the superintendent or his or her designee.
The superintendent shall refer to appropriate law enforcement agency any student who brings a firearm to a school under the control and supervision of the school district. The superintendent may also report any incident subject to this policy to the Department of Social and Rehabilitative Services.

The superintendent shall annually provide the Commissioner of Education with descriptions of the circumstances surrounding expulsions imposed under this policy, the number of students expelled and the type of firearms involved.

Date Warned:               5/14/2019  
Date Adopted:              6/18/2019  
Legal Reference(s):        16 V.S.A. §1166 (State law pursuant to Federal law)  
                           13 V.S.A. §§4004, 4016 (Criminal offenses)  
                           20 U.S.C. §7151 (Gun Free Schools Act)  
                           20 U.S.C. §§1400 et seq. (IDEA)  
                           29 U.S.C. §794 (Section 504, Rehabilitation Act of 1973)  
Cross Reference: Search and Seizure  
Student Conduct and Discipline

CODE D3
(Required)

RESPONSIBLE COMPUTER, NETWORK & INTERNET USE

Purpose
The Missisquoi Valley School District recognizes that information technology (IT) is integral to learning and educating today’s children for success in the global community and fully supports the access of these electronic resources by students and staff. The purpose of this policy is to:

1. Create an environment that fosters the use of information technology in a manner that supports and enriches the curriculum, provides opportunities for collaboration, and enhances staff professional development.
2. Ensure the district takes appropriate measures to maintain the safety of everyone that accesses the district’s information technology devices, network and web resources.
3. Comply with the requirements of applicable federal and state laws that regulate the provision of access to the internet and other electronic resources by school districts.

Policy
It is the policy of the Missisquoi Valley School District to provide students and staff access to a multitude of information technology (IT) resources including the Internet. These resources provide opportunities to enhance learning and improve communication within our community and with the global community beyond. However, with the privilege of access comes the
responsibility of students, teachers, staff and the public to exercise responsible use of these resources. The use by students, staff or others of district IT resources is a privilege, not a right.

The same rules and expectations govern student use of IT resources as apply to other student conduct and communications, including but not limited to the district’s harassment and bullying policies.

The district’s computer and network resources are the property of the district. Users shall have no expectation of privacy in anything they create, store, send, receive or display on or over the district’s computers or network resources, including personal files and electronic communications.

The superintendent is responsible for establishing procedures governing use of IT resources consistent with the provisions of this policy. These procedures must include:

1. An annual process for educating students about responsible digital citizenship. As defined in this policy, a responsible digital citizen is one who:

   - **Respects One’s Self.** Users will maintain appropriate standards of language and behavior when sharing information and images on social networking websites and elsewhere online. Users refrain from distributing personally identifiable information about themselves and others.

   - **Respects Others.** Users refrain from using technologies to bully, tease or harass other people. Users will report incidents of cyber bullying and harassment in accordance with the district’s policies on bullying and harassment. Users will also refrain from using another person's system account or password or from presenting themselves as another person.

   - **Protects One’s Self and Others.** Users protect themselves and others by reporting abuse and not forwarding inappropriate materials and communications. They are responsible at all times for the proper use of their account by not sharing their system account password.

   - **Respects Intellectual Property.** Users suitably cite any and all use of websites, books, media, etc.

   - **Protects Intellectual Property.** Users request to use the software and media others produce.

2. Provisions necessary to ensure that Internet service providers and other contractors comply with applicable restrictions on the collection and disclosure of student data and any other confidential information stored in district electronic resources.

3. Technology protection measures that provide for the monitoring and filtering of online activities by all users of district IT, including measures that protect against access to content that is obscene, child pornography, or harmful to minors.

4. Methods to address the following:
• Control of access by minors to sites on the Internet that include inappropriate content, such as content that is:
  ✔ Lewd, vulgar, or profane
  ✔ Threatening
  ✔ Harassing or discriminatory
  ✔ Bullying
  ✔ Terroristic
  ✔ Obscene or pornographic

• The safety and security of minors when using electronic mail, social media sites, and other forms of direct electronic communications.

• Prevention of unauthorized online access by minors, including “hacking” and other unlawful activities.

• Unauthorized disclosure, use, dissemination of personal information regarding minors.

• Restriction of minors’ access to materials harmful to them.

5. A process whereby authorized persons may temporarily disable the district’s Internet filtering measures during use by an adult to enable access for bona fide research or other lawful purpose.

Policy Application
This policy applies to anyone who accesses the district’s network, collaboration and communication tools, and/or student information systems either on-site or via a remote location, and anyone who uses the district’s IT devices either on or off-site.

Limitation/Disclaimer of Liability
The District is not liable for unacceptable use or violations of copyright restrictions or other laws, user mistakes or negligence, and costs incurred by users. The District is not responsible for ensuring the accuracy, age appropriateness, or usability of any information found on the District’s electronic resources network including the Internet. The District is not responsible for any damage experienced, including, but not limited to, loss of data or interruptions of service. The District is not responsible for the accuracy or quality of information obtained through or stored on the electronic resources system including the Internet, or for financial obligations arising through their unauthorized use.

Enforcement
The district reserves the right to revoke access privileges and/or administer appropriate disciplinary action for misuse of its IT resources. In the event there is an allegation that a user has violated this policy, the school district will handle the allegation consistent with the student disciplinary policy.

Allegations of staff member violations of this policy will be processed in accord with contractual agreements and legal requirements.

Date Warned: 5/14/2019
CODE D1
(Required)

Proficiency-Based Graduation Requirements (PBGRs)

It is the policy of the Missisquoi Valley School District to ensure students can engage in rigorous, relevant and comprehensive learning opportunities that allow them to demonstrate proficiency in literacy, mathematics, scientific inquiry, global citizenship, physical education, artistic expression, and transferable skills. A student meets the requirements for graduation when the student demonstrates evidence of proficiency in these curriculum content areas, and when they meet any additional graduation requirements described by this Board. The PBGRs described in this policy will reflect the learning standards adopted by the State Board of Education. The Superintendent will develop procedures ensuring student graduation requirements are consistent with the expectations of the Education Quality Standards.
Student Freedom of Expression in School-Sponsored Media

Policy Statement

Freedom of expression is a fundamental principle in a democratic society that provides all citizens, including students, with the right to engage in a robust discussion of ideas. It is the policy of the Missisquoi Valley School District to ensure that students enjoy free speech and free press protections related to school-sponsored media, and to encourage students to become educated, informed, and responsible members of society.

No expression made by students in school-sponsored media shall be deemed to be an expression of school policy.

Definitions

“Media advisor” means a person employed, appointed, or designated by the district to provide instruction relating to school-sponsored media.

“School-sponsored media” means any material prepared, written, published, or broadcast as part of a school-supported program or activity by a student journalist that is distributed or generally made available as part of a school-supported program or activity to an audience beyond the classroom in which the material is produced.

“Student journalist” means a student enrolled in the district who gathers, compiles, writes, edits, photographs, records or prepares information for dissemination in school-sponsored media.

“Student supervisor” means a student who is responsible for editing school-sponsored media.

Implementation

Subject only to the conditions 1-6 below, a student journalist may exercise freedom of speech and freedom of the press in school-sponsored media. Student supervisors of school-sponsored media are responsible for determining the content of their respective media.

This policy does not authorize or protect content of school-sponsored media that:

1. Is libelous or slanderous;
2. Constitutes an unwarranted invasion of privacy;
3. May be defined as obscene, gratuitously profane, threatening or intimidating;
4. May be defined as harassment, hazing, or bullying under Title 16 § 11;
5. Violates federal or state law; or
6. Creates the imminent danger of materially or substantially disrupting the ability of the school to perform its educational mission.

District staff may restrain the distribution of content in school-sponsored media that can be demonstrated to violate any of the conditions 1-6 above. Content in school-sponsored media will not be restrained solely because it involves political or controversial subject matter, or is critical of the school or its administration. A student journalist may not be disciplined for acting in accordance with this policy. A media advisor may not be disciplined for taking reasonable and appropriate action to protect a student journalist in conduct protected by this policy or for refusing to infringe on conduct that is protected by this policy, by the first amendment to the U.S. Constitution, or by the Vermont Constitution.

Date Warned: 5/14/2019
Date Adopted: 6/18/2019
Legal Reference: 16 V.S.A. § 1623

Policies of the District are on file at, and may be obtained through the Office of the Superintendent. Updates with respect to policy and procedures as they pertain to this handbook, will also be available on the school’s website: www.MVUSchool.org
## Middle School Schedule
### 2020-21

### Schedule A: Regular Session

- **8:20**  
  Prime Group/Developmental Design

8:22 - 9:10  
Core 1/Dream team WIN

9:12 – 10:00  
Core 1/2

10:02 - 10:50  
Core 2/Core 3/Voyager team WIN

10:54 - 11:15  
7th Grade Lunch

11:15 - 11:57  
7th Grade Elective #1

11:57 - 12:39  
7th Grade Elective #2

10:54 - 11:36  
8th Grade Exploratory #1

11:36 - 11:57  
8th Grade Lunch

11:57 - 12:39  
8th Grade Exploratory #2

12:43 - 1:38  
Core 3/4/XStream team WIN

1:42 - 2:32  
Core 4/Firebird team WIN

### Schedule B: Two (2) Hour Delay (*There will be no WIN blocks*)

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<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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<tbody>
<tr>
<td>9:57</td>
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<td>Elective/Exploratory (7th)</td>
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<td>Elective #1/Exploratory (8th)</td>
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<td>Core 4</td>
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### Schedule C: ½ Day Solid session

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<td>Period 3</td>
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<td>Period 4 &amp; Lunch</td>
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High School Schedule
2020-21

**Schedule A: Regular Session**

8:15 – 9:31  Period 1
9:35 - 10:50  Period 2
10:54 - 12:39  Period 3
12:43 - 1:13  Period 4 (T-Bird Time)
1:13 - 2:32  Period 5

**Schedule B: Two (2) Hour Delay**

| Period 1 | 9:57 | All Students Proceed to Period 1/Nest |
| Period 2 | 10:00 | 11:05 |
| Period 3 (Lunch Periods) | 11:09 | 12:08 |
| 1st Lunch | 12:08 - 12:23 |
| 2nd Lunch | 12:23 - 12:38 |
| 3rd Lunch | 12:38 - 12:53 |
| 4th Lunch | 12:53 – 1:08 |
| 5th Lunch | 1:08 – 1:23 |
| Period 4 (T-Bird Time) | 1:27 – 1:42 |
| Period 5 | 1:46 - 2:32 |

**Schedule C: ½ Day Solid session (**No period 4**)**

| 8:15 | All Students Proceed to Period 1 |
| Period 1 | 8:15 | 8:47 |
| Period 2 | 8:50 | 9:22 |
| Period 4 | 9:25 | 9:57 |
| Period 3 & Lunch | 10:00 | 11:15 |
| 1st lunch = 10:00 – 10:15 |
| 2nd lunch = 10:15 – 10:30 |
| 3rd lunch = 10:30 – 10:45 |
| 4th lunch = 10:45 – 11:00 |
| 5th lunch = 11:00 – 11:15 |
# 2021-2022 School Year

## Missisquoi Valley Union

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**August, 25, 2021:** First Day of School

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**September, 5, 2021:** No School Students - In-Service

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**October, 21, 2021:** 1/2 Day School & 1/2 Day In-Service

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**November, 29, 2021:** Winter Break

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**December, 16, 2021:** Last Day of School

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**Total School Days:** 179

**Total Faculty Days:** 167

In-Service
### MISSISQUOI VALLEY UNION A-B-DAY

#### ROTATION SCHEDULE 2021-2022

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<thead>
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<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
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<tbody>
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Dates in bold are non-school days

November 5, 2021, January 17, 2022 and March 18, 2022, June 10, 2022 are In-Service dates for faculty