



BURLINGTON
SCHOOL DISTRICT

Join the Journey!

2018-2019 Calendar & Handbook



Translations of handbook are available in Arabic, Bosnian, Burmese, French, Kirundi, Nepali, Swahili, and Vietnamese.

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Contact Information

Our Schools		For more info: www.bsdtv.org		
School	Principal / Director	Address	Telephone	Fax
Burlington High School	Noel Green	52 Institute Rd.	864-8411	864-8408
Burlington Technical Ctr.	Tracy Racicot	52 Institute Rd.	864-8426	864-8521
Champlain Elementary	Dorinne Dorfman	800 Pine St.	864-8477	864-2157
Early Education Program	Stacie Curtis	150 Colchester Ave.	864-8463	864-8501
Edmunds Elementary	Shelley Mathias	299 Main St.	864-8473	864-2166
Edmunds Middle School	Megan McDonough	275 Main St.	864-8486	864-2218
Flynn Elementary	Donald Van Nostrand	1645 North Ave.	864-8478	864-2145
Horizons	Allen McMurrey	1251 North Ave.	864-8497	864-8501
Hunt Middle School	Mattie Scheidt	1364 North Ave.	864-8469	864-8467
Integrated Arts Academy	Bobby Riley	6 Archibald St.	864-8475	864-2162
ONTOP	Allen McMurrey	52 Institute Rd.	864-8496	864-8408
Smith Elementary	Len Phelan	332 Ethan Allen Pkwy.	864-8479	864-4923
Sustainability Academy	Lashawn Whitmore-Sells	123 North St.	864-8480	864-2161

District Offices

For more info: www.bsdtv.org

Office	Name	Address	Telephone	Fax
Superintendent	Yaw Obeng	150 Colchester Ave.	864-8474	864-8501
Exec. Director of Curriculum, Instruction, & Assessment	Stephanie Phillips	150 Colchester Ave.	864-8492	864-8501
Exec. Director of Human Resources and Equity Affairs	Nikki Fuller	150 Colchester Ave.	864-2159	540-3010
EL Director	Miriam Ehtesham-Cating	150 Colchester Ave.	865-5332	864-8501
Equity Director	Henri Sparks	52 Institute Road	865-4168	864-8408
Exec. Director of Finance	Nathan Lavery	150 Colchester Ave.	864-8462	864-8501
Food Service Director	Doug Davis	52 Institute Road	864-8415	864-8438
Grants Director	Barry Gruessner	150 Colchester Ave.	864-8462	864-8501
Property Services Director	Marty Spaulding	287 Shelburne Road	864-8453	864-8513
Student Support Services Director	Laura Nugent	150 Colchester Ave.	864-8456	864-8501
Expanded Learning Director	Christy Gallese	150 Colchester Ave.	540-0285	864-8501

School Board

For more info: www.bsdtv.org

Ward	Name	Address	Home Telephone	Term Ends	Email
1	Eric Gorman	57 Brookes Ave.	310-4518	2021	Egorman@bsdtv.org
2	Stephen Carey	PO Box 5393, 05402		2021	scarey@bsdtv.org
3	Liz Curry	16 Crowley St.	578-5793	2021	lcurry@bsdtv.org
4	Martine Gulick	39 Nottingham Lane	488-4445	2021	mgulick@bsdtv.org
5	Mike Fisher	28 Cherry Lane	777-7847	2021	mbfisher@bsdtv.org
6	Clare Wool	153 Summit St.	917-912-4333	2021	cwool@bsdtv.org
7	Monika Ivancic	24 Brandywine St.	540-0830	2021	Mivancici@bsdtv.org
8	Keith Pillsbury	25 University Terrace	862-3575	2021	kpillsbury@bsdtv.org
District	Name	Address	Telephone	Ends	Email
Central					
South	Jeffrey Wick	15 Mountview Court	917-282-5256	2019	jwick@bsdtv.org
North	Mark Barlow	25 Holly Lane	549-4433	2019	mbarlow@bsdtv.org
East	Kathy Olwell	136 No. Prospect St.	660-4910	2019	kolwell@bsdtv.org

August '18

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
			<i>Eid al Adha Begins</i>	District: Inservice Day (No School for Students) C.P. Smith: Kindergarten Orientation	District: Inservice Day (No School for Students)	<i>Eid al Adha Ends</i>
26	27	28	29	30	31	
	District: Inservice Day (No School for Students)	District: Inservice Day (No School for Students) Champlain: Informal Open House 9:30-11AM C.P. Smith: Informal Open House 8:15-9:15AM EES: Ice Cream Social 3-4PM EMS: Incoming 6 th & 7 th Grade Student/Guardian Welcome 8-9AM Flynn: Open House for Kindergartners, First Graders and New Flynn Families 12-1PM Hunt: Incoming 6 th & 7 th Grade Student/Guardian Welcome 12-1PM SA: Back to School BBQ 11:30-1PM	District: First Day of School BHS: First Day for 9 th Grade Only BTC: BTC Orientation for 1 st Year Students Burlington Kids Afterschool: First Day of Afterschool for Grades 1/2/3/4/5 1:50-5:30PM EES: Welcome Coffee 8:15AM EMS: First Day for 6 th Grade Flynn: First Day Coffee 8:15AM Hunt: First Day for 6 & 7 th Grade IAA: Welcome Back Pastry and Coffee for Families 8:15AM SA: Parent Coffee 8:15-8:45AM	BHS: All BHS Students 8:05AM BTC: First Student Day EMS: First Day 7 th & 8 th Grade Hunt: First Day for 8 th Grade Pre-K: First Day of Flynn and Ira Full Day Preschool	EMS: Fall Sports Sign Up Meeting in the Gym 3PM IAA: Ice Cream Social 3PM	



September '18

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 <i>Labor Day</i>	4 Burlington Kids Afterschool: First Session 1 Activity Sign-Up Burlington Kids Afterschool: First Day of Afterschool for Kindergartners 2:50-5:30PM EMS: Fall Sports Begin Hunt: Picture Day PreK: First Day of IRA ISN Preschool PreK: First Day of Flynn AM/PM Preschool	5 Burlington Kids Afterschool: First Session 1 Activity Sign-Up PreK: First Day of SA AM/PM Preschool	6 BHS: BHS Senior College Process Info Night 6:30PM Burlington Kids Afterschool: First Session 1 Activity Sign-Up EMS: Picture Day Flynn: Picture Day Flynn: PTO Meeting 6:30PM IAA: Picture Day IAA: Whole School Photo 8:05AM IAA: PTO Meeting 6-7:30PM	7 Burlington Kids Afterschool: First Session 1 Activity Sign-Up C.P. Smith: Welcome Back Picnic - PTO 5:30-7PM	8
9 <i>Rosh HaShannah Begins</i>	10 BHS: ADD/DROP Period Begins BHS: Seahorse Pride Meeting 7PM C.P. Smith: PTO Meeting 5:30-7PM PreK: First Day of IRA AM/PM Preschool SA: PTO Meeting 5:45-7PM	11 Champlain: Picture Day <i>Rosh HaShannah Ends</i>	12 BHS: College Fair at St.Michael's 6:30-8:30PM Hunt: PTO Meeting 6-7:30PM <i>Hijri (Islamic New Year)</i>	13 BHS: College Fair at St.Michael's 9:30-11AM C.P. Smith: Picture Day Champlain: PTO Meeting 7:30AM EMS: Instrument Night with Ellis Music Company 6-8:30PM	14 Champlain: Harvest Festival 5-7PM EES: Welcome BBQ 5-7PM Hunt: Principal Coffee 7:30AM	15 BHS: Homecoming
16	17 Burlington Kids Afterschool: BKids Session 1 Activities begin	18 BHS: Nuclear Holocaust Survivor School Wide Event 8:05AM <i>Yom Kippur Begins</i>	19 <i>Yom Kippur Ends</i>	20 BHS: Open House 7PM Champlain: Curriculum Night 6-7PM EES: Spaghetti Dinner and Open House 5:45-7PM Flynn: Welcome BBQ 5-6:30PM Flynn: Open House 6-7PM SA: Picture Day	21 BHS: ADD/DROP Period Ends	22
23 <i>Sukkot Begins</i>	24	25 Hunt: Open House & Harvest Dinner 6PM IAA: Open House, Grades 3, 4, 5, Ms. Mary and Ms. Lynda 6PM <i>Sukkot Ends</i>	26 Flynn: Picture Retake Day IAA: Open House, Grades Pre-K-2 6PM	27 BHS: BHS College Info Night for Underclassmen 6:30PM EMS: Open House 6-7:30PM	28 Hunt: Dance 6:30PM	29 <i>Hoshana Raba</i>
30 <i>Shmini Atzeret Begins</i>						



October '18

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 SA: PTO Meeting 5:30-7PM <i>Shmini Atzeret Ends</i>	2	3 EES: PTO Meeting 6-7PM	4 Flynn: PTO Meeting 6:30PM IAA: PTO Meeting 6-7:30PM SA: Community Dinner/ Open House 5:30-7:30PM	5	6
7	8 C.P. Smith: PTO Meeting 5:30-7PM BHS: Seahorse Pride Meeting 7PM <i>Indigenous Peoples' Day</i>	9 IAA: Picture Retake Day	10 BHS: Pre-ACT and PSAT Testing (Gr. 10 & 11) 8AM Late Start Gr. 9 & 12	11 BHS: College and Military Options Fair 4-9PM Champlain: PTO Meeting 7:30AM Flynn: Bookfair and Pasta Dinner 5-7PM	12 Hunt: Principal Coffee 7:30AM	13 SA: Harvest Run
14	15	16	17 EMS: PTO Meeting 5-6:30PM	18 BHS: Quarter 1 Ends BHS: Students 1/2 Day AM / Parent Conferences PM	19 BHS: NO SCHOOL FOR STUDENTS Parent Conferences: 7:30-11AM BHS: Quarter One Ends Burlington Kids Afterschool: No BKids Afterschool PreK-8: Inservice Day: NO SCHOOL FOR STUDENTS <i>Vijaya Dasami (Dashara) Begins</i>	20 SA: Picture Retake Day
21	22	23	24 <i>Vijaya Dasami (Dashara) Ends</i>	25 District: Early Release BHS: Fall Preview Concert 7PM Burlington Kids Afterschool: No BKids Afterschool PreK: No Preschool (IAA, SA, Flynn, Ira)	26 C.P. Smith: Halloween Family Fun Night 6-8PM Hunt: Dance 6:30PM IAA: PTO Halloween Party 6PM SA: Harvest Dance 6-8PM	27
28 SA: PTO Fall Work Day 9AM-12PM	29	30	31 Flynn: Annual Costume Parade			



November 18

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1 BHS: Early Decision College Deadline Flynn: PTO Meeting 6:30PM IAA: PTO Meeting 6-7:30PM	2 EES: Multicultural Night 5:30-7:30PM Hunt /EMS: End Quarter 1	3
4 <i>Daylight Savings Time Ends</i>	5 EMS: Basketball Sign Up Meeting in the Gym 3PM SA: PTO Meeting 5:45-7:30PM	6 Hunt: Election Day Bake Sale 7AM-7PM SA: Election Day Bake Sale 7AM-7PM <i>Election Day</i>	7 BHS: Senior Cap and Gown Meeting 8AM C.P. Smith: Book Fair <i>Diwali/Dipwali Begins</i>	8 Champlain: PTO Meeting 7:30AM C.P. Smith: Book Fair Family Night 5:30-7:30PM	9 Hunt: Principal Coffee 7:30AM Flynn: Very Merry Theater School Play IAA: Literacy Breakfast, Grades Pre-K, K, 1, 2 8:10AM <i>Diwali/Dipwali Ends</i>	10 Flynn: Very Merry Theater School Play 4PM
11	12 BHS: Seahorse Pride Meeting 7PM C.P. Smith: PTO Meeting 5:30PM <i>Veterans Day</i>	13	14 BHS: Cap and Gown Order Day 11AM EMS: PTO Meeting 5-6:30PM	15 BHS: Early Decision College Deadline BHS: Fall Musical Production 7PM	16 BHS: Fall Musical Production 7PM IAA: Literacy Breakfast, Grades 3, 4, 5, Ms. Lynda and Ms. Mary 8:10AM	17 BHS: Fall Musical Production 7PM
18	19 District: Inservice Day — NO SCHOOL FOR STUDENTS Burlington Kids Afterschool: No BKids Afterschool	20 District: Inservice Day — NO SCHOOL FOR STUDENTS Burlington Kids Afterschool: No BKids Afterschool	21 District: Thanksgiving Recess — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool	22 District: Thanksgiving Recess — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool <i>Thanksgiving</i>	23 District: Thanksgiving Recess — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool	24
25	26	27	28	29	30	



December '18

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2 <i>Chanukah Begins</i>	3 C.P. Smith: Student Extravaganza – PTO SA: PTO Meeting 5:45-7PM	4	5 Hunt: Chorus Concert & Bake Sale 7PM	6 Flynn: PTO Meeting IAA: PTO Meeting 6-7:30PM	7 Hunt: Dance 6:30PM	8 SA: Silent Auction and Pancake Breakfast 8:30-11:30AM
9	10 BHS: Seahorse Pride Meeting 7PM C.P. Smith: PTO Meeting 5:30-7PM <i>Chanukah Ends</i>	11	12 EMS: 7/8 Chorus Concert 6:30-8PM Hunt: Orchestra Concert & Bake Sale 7PM	13 District: Early Release Burlington Kids Afterschool: No BKids Afterschool Champlain: PTO Meeting 7:30AM PreK: No Preschool (IAA, SA, Flynn, Ira)	14 Hunt: Principal Coffee 7:30AM	15
16	17	18 EMS: PTO Meeting 5-6:30PM	19 EMS: 7/8 Band and Orchestra Concert 6:30-8PM Hunt: Band Concert & Bake Sale 7PM	20 IAA: Fill the Bowl 6PM	21 BHS: Quarter Two Ends C.P. Smith: Holidays Sing-Along EMS: Activity Day Flynn: Winter Sing-Along IAA: Friday Town Meeting – Sing Along 2:15PM	22
23	24 District: Holiday Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool <i>Christmas Eve</i>	25 District: Holiday Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool <i>Christmas Day</i>	26 District: Holiday Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool <i>Kwanzaa Begins</i>	27 District: Holiday Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool	28 District: Holiday Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool	29
30 <i>Tamu Losar</i>	31 District: Holiday Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool <i>New Year's Eve</i>					



January 19

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
		District: Holiday Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool BHS: Regular Decision College Deadline <i>New Year's Day</i> <i>Kwanzaa Ends</i>	District: Holiday Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool			
6	7	8	9	10	11	12
	BHS: Middle School Presentations (8 th Grade) SA: PTO Meeting 5:45-7PM	BHS: Middle School Presentations (8th Grade)	BHS: Senior Meeting Graduation & VSAC Scholarships 8AM	EES: Incoming Kindergarten Pizza Night 5:30-7PM EMS: 6 th Grade Concert 6:30-8PM Flynn: PTO Meeting 6:30PM IAA: PTO Meeting 6-7:30PM	Hunt: Principal Coffee 7:30AM	
13	14	15	16	17	18	19
	BHS: Seahorse Pride Meeting 7PM C.P. Smith: PTO Meeting 5:30-7PM IAA: Incoming Family Parent Tour 8:10AM		IAA: Kids' Book Sale EMS: PTO Meeting 5-6:30PM	BHS: BHS Gap Year Fair 6PM	Hunt/EMS: Quarter 2 Ends	
20	21	22	23	24	25	26
	District: MLK Day — Half Day for Students Burlington Kids Afterschool: No BKids Afterschool PreK: No Preschool (IAA, SA, Flynn, Ira) <i>Martin Luther King Day</i>	BHS: BHS 8th Grade Information Night 6PM		BHS: Winter Concert I 7PM C.P. Smith: International Dinner/Art Show/ Chorus 5:30-7:30PM SA: Community Multicultural Dinner & Fair 6-7:30PM	Flynn: Family Traditions Dinner 5:30-7PM IAA: Family Movie Night 6PM	BHS: Winter Ball 8PM EES: Math Night
27	28	29	30	31		
	IAA: Kindness Week	EMS: 6 th Grade Celebration of Learning 8:30-9:30AM IAA: Kindness Week	IAA: Kindness Week	BHS: Winter Concert II 7PM IAA: Kindness Week		



February '19

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 BHS: Regular Decision College Admissions Deadline IAA: Kindness Week	2 <i>Groundhog Day</i>
3	4 SA: PTO Meeting 5:45-7PM	5 <i>Sonam Losar Tet (Vietnamese New Year)</i>	6 EES: PTO Meeting 6PM IAA: Incoming Family Parent Tour 1PM	7 BHS: Seahorse Pride Meeting 7PM EES: Fine Arts Night – Grades 3-5 6-7:30PM Flynn: Annual Title One Meeting 5:30PM Flynn: PTO Meeting 6:30PM IAA: PTO Meeting 6-7:30PM	8 Hunt: Principal Coffee 7:30AM	9
10 C.P. Smith: PTO Meeting 5:30-7PM BHS: Seahorse Pride Meeting 7PM	11	12	13	14 Champlain: PTO Meeting 7:30AM Hunt: Dance 6:30PM <i>Valentine's Day</i>	15 C.P. Smith: School Play 7PM Flynn: Talent Show 6PM IAA: Celebrate Black Voices SA: Movie Night 6-8PM	16 C.P. Smith: School Play 4PM
17	18 IAA: Wonder Week <i>Presidents' Day / Washington's Birthday</i>	19 IAA: Wonder Week	20 BHS: Senior Meeting Local Scholarships 8AM BHS: One Act Festival 7PM EMS: PTO Meeting 5-6:30PM IAA: Wonder Week	21 BHS: One Act Festival 7PM IAA: Wonder Week	22 BHS: One Act Festival 7PM IAA: Wonder Week	23
24 District: Winter Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool	25 District: Winter Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool	26 District: Winter Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool	27 District: Winter Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool	28 District: Winter Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool		



March 19

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1 District: Winter Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool	2
3	4 District: Winter Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool	5 District: Inservice Day — NO SCHOOL FOR STUDENTS Burlington Kids Afterschool: No BKids Afterschool SA: Election Day Bake Sale 7AM-7PM <i>Town Meeting Day</i>	6	7 BHS: Orchestra Night 7PM EMS: Orchestra Night at BHS 7-8:30PM Flynn: PTO Meeting 6:30PM IAA: PTO Meeting 6-7:30PM	8 Hunt: Principal Coffee 7:30AM	9
10 <i>Daylight Savings Time Begins</i>	11 BHS: Seahorse Pride Meeting 7PM C.P. Smith : PTO Meeting 5:30-7PM SA: PTO Meeting 5:45-7PM	12	13	14 BHS: Seahorse Pride Meeting 7PM Champlain: PTO Meeting 7:30AM C.P. Smith: School Concert 1:30PM EES: Very Merry School Play Hunt: PTO Meeting 6:30PM	15 BHS: Quarter 3 Ends EES: Very Merry School Play	16 EES: Very Merry School Play
17 <i>St. Patrick's Day</i>	18	19	20 EMS: PTO Meeting 5-6:30PM IAA: IAA Math Night and Annual Title 1 Meeting 6PM <i>Purim Begins</i> <i>Holi</i>	21 BHS: A Night of Choral Music 7PM C.P. Smith: Science Night 5:30-7:30PM Flynn: Maker Faire 5:30-7PM <i>Purim Ends</i>	22 Hunt: Dance 6:30PM	23 Hunt: Pancake Breakfast & Silent Auction 8:30-11:30AM
24	25	26	27	28 District: Parent Conferences — HALF DAY FOR STUDENTS BHS: Sophomore Information Night Burlington Kids Afterschool: No BKids Afterschool PreK: Parent Conferences — NO SCHOOL FOR STUDENTS	29 District: Parent Conferences - NO SCHOOL FOR STUDENTS Burlington Kids Afterschool: No BKids Afterschool	30
31						



April '19

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1 SA: PTO Meeting 5:45-7PM <i>April Fool's Day</i>	2 BHS: SBAC/ELA Grade 9 8-11AM (Late Start for Grades 10-12 at 11AM)	3 BHS: SBAC/ELA Grade 9 8-11AM (Late Start for Grades 10-12 at 11AM)	4 BHS: Class of 2019 Parent/ Student Graduation Info Night 6PM Flynn: PTO Meeting 6:30PM Hunt: Very Merry Theatre School Musical IAA: PTO Meeting 6-7:30PM	5 EES: Skate Night 6-8PM Hunt: Very Merry Theatre School Musical Hunt/EMS: End Quarter 3 IAA: Integrated Arts Breakfast, Grades 3, 4, 5, Ms. Lynda and Ms. Mary 8:15AM	6 Hunt: Very Merry Theatre School Musical
7	8 BHS: Seahorse Pride Meeting 7PM BHS: Vermont Youth Rally Montpelier 8AM-3PM C.P. Smith: PTO Meeting 5:30-7PM	9 BHS: SBAC/Math Grade 9, 8-11AM (Late Start for Grades 10-12 at 11AM) BHS: Seahorse Pride Meeting 7PM EES: PTO Meeting 6PM	10 BHS: SBAC/Math Grade 9, 8-11AM (Late Start for Grades 10-12 at 11AM) IAA: Science Fair 6PM	11 BHS: Career Job Expo (Tentative) BHS: VTACDA Choral Festival 8AM-5PM Champlain: PTO Meeting 7:30AM Champlain: Community Dinner 5:30-7PM EES: Fine Arts Night; Grades K-2 6-7:30PM Flynn: K & First Grade Spring Musical 1PM Flynn: Bookfair and Hot Dog Dinner 5-7PM	12 Hunt: Principal Coffee 7:30AM IAA: Integrated Arts Breakfast, Pre-K, K, 1, 2 8:10AM	13 EMS: Cabaret 6:30-8:30PM
14 <i>Palm Sunday</i>	15	16	17 EMS: PTO Meeting 5-6:30PM	18 Flynn: Grade 2-3 Spring Choral Concert and Art Show 6PM	19 IAA: Whole School Flynn Show 8:30AM IAA: Fun Run! 1PM <i>Good Friday</i> <i>Passover 1 & 2 Begins</i>	20
21 <i>Easter</i> <i>Passover 1 & 2 Ends</i>	22 District: Spring Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool	23 District: Spring Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool	24 District: Spring Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool	25 District: Spring Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool <i>Passover 7 & 8 Begins</i>	26 District: Spring Break — NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool	27 <i>Passover 7 & 8 Ends</i>
28	29	30				



May '19

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2 EMS: Parent Info Night Incoming 6 th Grade Parents 6-6:45PM Flynn: PTO Meeting 6:30PM IAA: PTO Meeting 6-7:30PM IAA: Poem in Your Pocket Day	3 Hunt: Dance 6:30PM	4 BHS: Prom SA: PTO Spring Work Day 8PM
5 <i>Ramadan Begins</i>	6 SA: PTO Meeting 5:45-7PM	7	8	9 District: Early Release BHS: AP Testing – Chemistry Burlington Kids Afterschool: No BKids Afterschool Champlain: PTO Meeting 7:30AM PreK: No Preschool (IAA, SA, Flynn, Ira)	10 Hunt: Principal Coffee 7:30AM	11 BHS: Invitational (Track) BHS: AP Testing – Gov & Politics, Env. Science, US History, Biology, Music Theory, Calculus, French Lang. & Culture
12 <i>Mother's Day</i>	13 BHS: AP Testing – Spanish Language & Culture, English Lit & Comp BHS: Seahorse Pride Meeting 7PM C.P. Smith: PTO Meeting 5:30-7PM	14	15 EMS: PTO Meeting 5-6:30PM Hunt: Band Concert & Bake Sale 7PM	16 BHS: AP Testing – English Lang & Comp, World History and Statistics BHS: Spring Drama Production 7PM C.P. Smith: Kindergarten Get-Acquainted Day EMS: Orchestra Concert 7-8:30PM IAA: Arts Take Out Night 6PM	17 BHS: Quarter 4 Ends BHS: NGSS-Gr 11 / Fitness Gram-Gr. 9 (Tentative Date) BHS: Late Start – Grades 10 and 12 BHS: Spring Drama Production 7PM EES: Mayfair Flynn: Staff Luncheon	18 BHS: Spring Drama Production 7PM <i>Buddha Purnina</i>
19	20	21 BHS: Final Exams BHS: National Honor Society Induction 7PM	22 BHS: Final Exams Hunt: Orchestra Concert & Bake Sale 7PM	23 BHS: Final Exams BHS: Spring Concert	24 BHS: Final Exams EMS/Hunt: 1/2 Day for Students 12PM EMS/Hunt: 5 th Grade Step Up Day 12:30-2PM	25
26	27 District: NO SCHOOL Burlington Kids Afterschool: No BKids Afterschool <i>Memorial Day</i>	28 BHS: BHS PASS and Exam Makeup Day	29 BHS: YES Program Hunt: Chorus Concert & Bake Sale 7PM	30 BHS: BHS 8 th Grade Welcome Night 6:30PM EMS: Chorus Concert 7-8:30PM IAA: 4 th Grade Play 10AM & 1PM	31 EMS: 6 th Grade Celebration of Learning 8:30-9:30AM IAA: School Dance, Grades 3-5 6PM EES: Field Day <i>Laylat al Kadr Begins</i>	



June '19

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1 <i>Laylat al Kadr Ends</i>
2	3 BHS: BHS Athletic Awards Night 6PM BHS: YES Program SA: PTO Meeting 5:45-7PM	4 BHS: YES Program SA: Whole School Trip North Beach <i>Eid-Al-Fitr Begins Ramadan Ends</i>	5 BHS: YES Program SA: Volunteer & Partner Appreciation and Celebration of Learning 8:15AM	6 BHS: YES Program BTC: Last Day for Students Champlain: PTO Meeting 7:30AM Flynn: PTO Meeting 6:30PM IAA: PTO Meeting 6-7:30PM PreK: Last Day of IRA AM/PM Preschool SA: 4 th & 5 th Grade Dance 6-7PM <i>Eid-Al-Fitr Ends</i>	7 BHS: YES Program C.P. Smith: Field Day IAA: Integrated Arts Field Day PreK: Last Day of Flynn AM/PM Preschool PreK: Last Day of IAA AM/PM Preschool SA: PTO End of Year Celebration 5:45-7PM	8
9	10 BHS: YES Program BHS: Seahorse Pride Meeting Flynn: Flynn Olympics PreK: Last Day of SA PM Preschool <i>Shavuot Ends</i>	11 BHS: Academic Awards Night BHS: YES Program BTC: Graduation 7PM Burlington Kids Afterschool: Last Day of BKids Programming Champlain: 5 th Grade Step Up Ceremony 6PM C.P. Smith: 5 th Grade Step Up & Farewell/ Appreciation Ceremony 8:15-9AM EMS: Celebration of Learning 1PM Flynn: Step Up Day Flynn: 5 th Grade Bridging Ceremony 6PM Hunt: Promotion Ceremony (tentative) 1PM Hunt: 8 th Grade Promotion Dance (tentative) 7PM IAA: 5 th Grade Graduation 9:30AM PreK: Last Day of SA AM Preschool SA: 5 th Grade Banquet 5:30-7PM	12 District: Last Day of School — HALF DAY (tentative) BHS: Presentations of Learning (AM) Burlington Kids Afterschool: No BKids Afterschool Flynn: Year End Assembly Hunt/EMS: End Quarter 4 PreK: Last Day of Flynn and IRA Full Day Preschool PreK: Last Day for IRA Allen ISN Students	13 District: Inservice Day — NO SCHOOL FOR STUDENTS BHS: Graduation Rehearsal	14 BHS: Graduation 10AM	15
16 <i>Father's Day</i>	17	18	19	20	21	22
23	24	25	26	27	28	29
30						



July, 19

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
	1	2	3	4 <i>Independence Day</i>	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			





Annual Student Information Update

As in previous years, most of the District's back-to-school paperwork will be completed through an online system called PowerSchool. Using this system, you will update the information we have on file for you and your child(ren). In July, families will receive communication from the school with instructions on how to log in to complete this update process.

The online form gathers contact information, permission slips, etc. These forms are required for all students.

No student will be allowed to attend school if the following information is not up to date: Medical, Emergency Contact, Immunizations, and Lunch Forms (if applicable).

Thank you for your help in completing these forms.



Expanded Learning Opportunities

The Burlington Expanded Learning Opportunities Program fosters the social and academic success of over 1,500 BSD students annually through quality afterschool and summer programming in an environment that creates lasting connections with peers, adults, and the community. The program serves K-12 students, operating every day after school until 5:30 p.m. and for five weeks in the summer.

Programs provide a range of activities from academic support and recreation, to student leadership and community service learning. Each program also works closely with more than 50 community partners to provide opportunities such as sailing, woodworking, environmental education, LEGO Robotics, art, and more. Please contact **Christy Gallese**, Director of Expanded Learning Opportunities, for registration information and other questions at **(802) 540-0285, ext. 71200**.

(Continued on next page.)

BURLINGTON SCHOOL DISTRICT

2018-19 Parent Handbook



The Mission of the Burlington School District is to graduate students who:

- Value different cultures
- Engage with the community
- Communicate effectively
- Think creatively
- Skillfully solve problems
- Achieve at their highest academic, intellectual and personal potential

Our Vision:

Cultivating Caring, Creative, and Courageous People — Join the Journey!

Our Core Beliefs:

- Every child can succeed
- Families and community are partners in educating our children
- Diversity and inclusion promote strong schools and communities
- A welcoming, supportive climate fosters learning
- Self-reflection and accountability improve our practices

ACCOMMODATIONS

The Burlington School District is committed to providing equal access to all District functions. People with disabilities who require additional accommodations to participate in School District events should notify the school principal or administrator responsible for the program or activity sufficiently in advance to allow for appropriate preparation.

ASBESTOS MANAGEMENT

The Asbestos Hazard Emergency Response Act (AHERA) 40 CFR 763.93 [g] [4] requires that written notification be given that the following schools/buildings have Asbestos Management Plans for the safe control and maintenance of asbestos containing materials found in their buildings. These Management Plans are available and accessible to the public at the administrative office of each facility listed below.

Early Education

150 Colchester Avenue, Burlington, VT 05401

Champlain Elementary School

800 Pine Street, Burlington, VT 05401

Edmunds Elementary School

299 Main Street, Burlington, VT 05401

Flynn Elementary School

1645 North Avenue, Burlington, VT 05408

Integrated Arts Academy

6 Archibald Street, Burlington, VT 05401

Smith Elementary School

332 Ethan Allen Parkway, Burlington, VT 05408

Sustainability Academy

123 North Street, Burlington, VT 05401

Edmunds Middle School

275 Main Street, Burlington, VT 05401

Hunt Middle School

1364 North Avenue, Burlington, VT 05408

Burlington High School

Burlington Technical Center / ONTOP
52 Institute Road, Burlington, VT 05408

Horizons

1271 North Avenue, Burlington, VT 05408



Leonard Smith, Senior Technician

ATTENDANCE / ABSENCES / TARDINESS

School attendance is essential for children. The City of Burlington and the State of Vermont are continuing their efforts to ensure that students attend school for a full school day. Students are required by State Law to attend school unless excused for illness, family emergency, religious observance, or pre-approved educational activity.

When students are absent or tardy, the school documents the cumulative incidences of tardiness and/or absence of each student, which may be used for truancy proceedings. Support services are offered as needed.

For all Operational Procedures, please visit the District website www.bsdt.org/district/operational-procedures

The Attendance Procedure requires:

- After 5 and 10 respective cumulative absences during any school year, the School District will contact the parent/guardian(s).
- After 15 cumulative absences (or less, if deemed necessary) during any school year, the building administrator may request that the parent/guardian(s) attend a school conference with representatives from the school and other appropriate community or independent resources. The meeting will focus on a plan that includes supportive services such as prevention, diagnostic, intervention, and remedial services, alternative programs and other school and community resources for ensuring the student's future attendance.
- Failure to attend 15-absence meeting: A School Resource Officer or other school personnel may make a home visit or other contact with the parent/guardian(s) to reschedule the meeting.
- After 20 cumulative absences during any school year, the school at its own discretion may file an affidavit

concerning the absences with the Chittenden County State's Attorney's Office. The parent/guardian(s) will be notified that the filing was made, and will be notified of the possibility of criminal prosecution for truancy or a petition to determine if the student is a child in need of care and supervision. A conviction for truancy could result in a fine of \$1,000 and a determination that the child is in need of care or supervision. It could also potentially result in loss of custody as the most serious consequence.

The Tardiness Procedure requires:

- Phone calls may be made to parents at 5, 10, 15, 20 and 25 incidences of tardiness. At 15 incidences, the building administrator may request a meeting to address the student's tardiness.

BULLYING, HAZING AND HARASSMENT

In the beginning of the 2015-2016 school year, the State of Vermont made changes to its bullying, hazing and harassment policies. In previous years there were three separate policies: one for bullying, one for hazing and one for harassment. Currently, there is one policy that covers bullying, hazing and harassment. The new policy is also accompanied by a complete set of implementation procedures.

The Burlington School District strives to foster a safe learning environment where all students and school staff display respectful behavior towards each other. Bullying in any form is not tolerated.

Specifically, **bullying** refers to behavior, including electronic, directed at a student from another student or group of students that is repeated over time, is intended to ridicule, humiliate, and/or intimidate the student and occurs during the school day on school property, on a school bus, before or after the school day, or at a school-sponsored activity. Procedures are in place at each school for handling bullying behavior, and parents are encouraged to talk with building administrators when they are concerned about bullying incidents. See Student Harassment section below for information on school-based Designated Employees and other resources available in the District.

Hazing refers to any act committed by a person (individually or with a group), on or off school property, against



Expanded Learning Opportunities (continued)

Parent University

Parent University fosters a sense of belonging and connection among families in our schools while strengthening collaboration between the school district and greater Burlington community. The program partners with a growing number of community organizations, as well as city and state departments, to provide learning opportunities to parents and grandparents in 10,12-week session(s), five days a week, that enrich, engage and empower parents as equal partners in the education and well-being of their children. Any BSD parent is welcome and encouraged to enroll in this FREE PROGRAM; space per session is limited. For more information about the program, please visit: www.bsdt.org/our-schools/parent-university/ or contact Ali Dieng at adieng@bsdt.org or (802) 540-0427.



Parent Involvement

Burlington is committed to providing parents the opportunity to get involved in their child's education and school community. Principals and teachers work to build strong relationships with families and families are always welcome to contact them to set up one-on-one meetings to support their students.

Each elementary and middle school has a Parent-Teacher Organization (PTO) and the high school has a Boosters Club. They provide many opportunities for families to get involved, from creating community building events to hosting workshops and fundraising.

To get involved in your child's PTO, please contact your child's school.

For the District Parent Involvement procedure and other information visit www.bsdt.org.



Dental Care at the Integrated Arts Academy

The Community Health Centers of Burlington's (CHCB) School-Based Dental Center was designed to ensure access to dental services for low-income Burlington students without a Dental Home. Launched in 2004 as a collaboration with the BSD, students can sign up at school or be referred to CHCB for Dental services right at the Integrated Arts Academy. The School-Based Dental Center offers ongoing dental care during the school day and provides transportation to and from schools for appointments at IAA. The staff also provides oral health education regarding good oral hygiene habits, the importance of eating healthy foods, how to preserve smiles for a lifetime, and more. Tooth Tutors also help with registration forms and connect students to dental care. We will continue to care for BSD students during regular school hours. Please call **(802) 658-4869** if your child has not seen a dentist within one year, or does not have a Dental Home. The school-based dental center provides dental care to any BSD child grades K-12 who has Medicaid or is underinsured. CHCB offers a Sliding-fee Scale Financial Assistance Program for those who do not qualify for Medicaid. **For information regarding the Sliding-fee Scale Financial Assistance Program, call CHCB Patient Support Services at (802) 264-8124.**

During the School Year 2017-2018:

- We cared for 591 students, with nearly 750 visits to IAA.
- Kids received over 922 cleanings with free toothbrushes, toothpaste and goodie bags.
- 80 new children came into the Dental Program for a check-up.
- 543 students had return visits for check-ups!
- 256 children had Panoramic films with our new digital x-ray unit (tools that help track growth and possible problems occurring under or around the teeth).
- Over 881 sealants and 441 fillings were completed.
- We cared for 20 children with urgent dental care needs while they were in school.
- 46 children were referred to a local specialist office for complex dental needs.

another student in connection with pledging, being initiated into, affiliating with, holding office in, or maintaining membership in any organization that is affiliated with the Burlington School District. Hazing activities are intended to humiliate, intimidate, and/or demean another student and will not be tolerated in the School District.

Consent or acquiescence by the victim of the hazing does not excuse those who participated in the hazing. Hazing, soliciting, directing, aiding or attempting to aid in or assist another person in hazing or failing to take reasonable measures to prevent hazing is unlawful and a student may be subject to prosecution under the law and under the District's Policy and a penalty up to \$5,000. Hazing incidents may also be reported to law enforcement agencies.

Examples of hazing include:

1. Any type of physical brutality such as whipping, beating, striking, branding, electrical shocks, placing a harmful substance on or in the body, or other similar activity.
2. Any type of physical activity such as sleep deprivation, exposure to the elements, confinement in a small space, or other activity that creates or results in an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
3. Any activity involving consumption of food, liquid, alcoholic beverage, liquor, drug, or other substance that subjects a student to risk of harm.
4. Any activity that induces, causes, or requires a student to perform a duty or task, which involves the commission of a crime or an act of hazing.

Complaints of suspected hazing should be reported to the Designated Employees at each school, who will investigate such complaints.

Harassment is a form of unlawful discrimination that will not be tolerated by the Burlington School District. The District will address all complaints of harassment promptly and take reasonable steps to end harassing conduct.

Prohibited harassment:

Cyber-Bullying or Cyber-Harassment

There is no specific statute pertaining to cyber-bullying or cyber-harassment. Rather, the Vermont statutes that define "harassment" and "bullying" have each been amended to

expand their scope to include and cover behaviors that may happen off campus/online, *but only where the behavior can be shown to impact the student's ability to access education.* For example, Cyber-harassment is referred to here in the underlined text:

A. Harassment: is 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, gender identity or gender expression 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.

1. **Sexual Harassment:** conduct that includes unwelcome sexual advances, requests for sexual favors and other verbal, written, visual or physical conduct of a sexual nature.
2. **Racial Harassment:** 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 racial customs.
3. **Other Protected Categories of Harassment:** conduct directed at the characteristics of a student's or a student's family member's actual or perceived creed, religion, national origin, marital status, disability, sex, sexual orientation, gender identity, or gender expression; includes but is not limited to 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 or dress, and negative references to customs related to any of these protected categories.

a. Creed or Religious Harassment means harassment based on or motivated by a student's or a student's family member's actual or perceived creed or religious beliefs or practices, including manner of dress.



Immunizations

b. National Origin Harassment means harassment based on or motivated by a student's or a student's family member's actual or perceived national origin, including manner of dress.

c. Marital Status Harassment means harassment based on the status of being an unwed mother or father directed at, or motivated by a student's or a student's family member's actual or perceived marital status.

d. Sexual Orientation Harassment means harassment based on or motivated by a student's or a student's family member's actual or perceived sexual orientation.

e. Gender Identity Harassment means harassment based on an individual's actual or perceived gender related identity or gender related characteristics, intrinsically related to an individual's gender or gender identity, including but not limited to appearance or behavior, regardless of the individual's assigned sex at birth.

f. Gender Expression Harassment means harassment based on or motivated by an individual's or individual's family member's actual or perceived gender expression, including, but not limited to, appearance or behavior, regardless of the individual's assigned sex at birth.

g. Disability Harassment means harassment based on manner of speech or movement, cognitive ability, receipt of educational services outside of the general education environment, or other manifestation of a person's disability directed at, or motivated by a student's or a student's family member's actual or perceived disabling mental or physical disability.

Reporting Harassment: All students, parents/guardians, school community members other than staff are encouraged to report incidents of misconduct or student harassment to a school employee or one of the two Designated Employees at your school/building. Any adult school employee who sees or hears, or receives a report either written or oral, of student harassment, the employee must immediately inform a Designated Employee. A list of current Designated Employees is available on bsdvt.org.

Schools/buildings will post the names of their current Designated Employees at the beginning of each year.

Contact Henri Sparks, Equity Director, with any questions at hpsarks@bsdvt.org or (802) 865-4168.

Investigation: A Designated Employee who is not the subject of the complaint or another designated individual shall begin an investigation upon notice of the complaint. When the investigation is complete the complainant and the accused will be notified.

Consequences: If an individual is found to have engaged in misconduct or harassment, he/she will receive education; training; discipline, up to and including suspension, expulsion or termination, banning from school property, or other consequences that are appropriate to the offense and that are designed to prevent future harassment.

Independent Review: A complainant may make a written request to the Superintendent for an independent review of the matter if the complainant (1) believes that the school did not correctly analyze the complaint and failed to conduct an investigation of the matter because the school believed the alleged conduct was not possible harassment, (2) is dissatisfied with the final determination made after the investigation as to whether harassment occurred, or (3) believes that although a final determination was made that harassment occurred, the school's response was inadequate to correct the problem. The independent review shall be conducted by a neutral person in accordance with the Policy.

Retaliation: Retaliation against anyone who files a harassment complaint or cooperates in making or the investigation of a complaint is strictly prohibited, basis for separate discipline, and illegal pursuant to 9 V.S.A. 4503(a).

Privacy: Complaints, and any resulting consequences, will be confidential as permitted by investigative needs, duty to act on certain results, compliance with Public Record Requests, and consistent with the Family Education Rights Privacy Act.

Alternative Complaint Process: Complaints of harassment can also be filed with: Regional Director, Office for Civil Rights, U.S. Department of Education; 8th floor, 5 Post Office Square, Boston, MA 02109-3921; Email: OCR.Boston@ed.gov, (617) 289-0111 or (877) 521-2172 (TDD); or the Vermont Human Rights Commission, 14-16 Baldwin St., Montpelier, VT 05633-6301, Email: human.rights@state.vt.us, (800) 416-2010 (Voice) or (877) 294-9200 (TTY).

Vermont State Law requires schools to get proof of your child's immunizations. If it is not provided, your child cannot attend school. No person may enroll as a student in a Burlington school without age appropriate or up to date (whichever one is clearer) record or certificate of immunization.

To Comply:

- Submit proof of required immunizations to your student's school nurse.
- If your student is missing any required immunizations, make an appointment to have your student immunized with their health care provider and contact the school nurse to verify.

Required Immunizations Include the Full Series of:

DTaP (Diphtheria, tetanus and pertussis); Polio; MMR (measles, mumps, rubella); hepatitis B; and Varicella (chickenpox).

Proof of immunization must be provided at:

- Time of transfer into Burlington School District
- Kindergarten
- 7th grade: TdaP booster

In case of illness, children should be free of fever, diarrhea, and vomiting for 24 hours before returning to school.

Head Lice

Parents/guardians should check their young children's heads once a week, and especially before returning to school after vacations. The best way to do this is to use a metal lice comb to go through your child(ren)'s damp hair. If you find lice, your school nurse or health care practitioner can give you good advice about getting rid of them. If your child is found to have head lice at school, you will be notified. It is very important to treat your child before returning to school.

BSD follows the guidelines of the VT Dept. of Health and the Centers for Disease Control. For more information refer to: <https://identify.us.com/idmybug/head-lice/head-lice-FAQS/index.html>.



Commitment to Diversity & Equity in the Burlington School District

The diversity of our students is an asset to the Burlington community. Burlington School District believes that all students and staff deserve a safe, inclusive learning and work environment where differences are valued and celebrated. The District also believes that every student has a right to strive to learn at their highest and greatest potential.

The District has committed itself to closing the achievement gap in student outcomes based on racial, ethnic, socioeconomic, linguistic, ability, or any other real or perceived disparities that may limit any student's opportunity to be fully included and successful in school. The Burlington Board of School Commissioners has renewed its commitment to equity and inclusion (March 2017). Under the leadership of the Superintendent, the District Equity and Access Leadership Team (DEALT) was formed in the fall of 2017. DEALT provides district leadership around issues of equity and access, including the full implementation of Restorative Practices. With students as the focus, DEALT coordinates a variety of initiatives across the district, providing resources, support, and advocacy towards just, equitable, and inclusive solutions. For more information, visit: www.bsdt.org/district/diversity-and-equity/dealt/

Vermont Agency of Education Best Practices for Schools Regarding Transgender and Gender Nonconforming Students

Visit <http://education.vermont.gov/sites/aoe/files/documents/edu-best-practices-transgender-and-gnc.pdf>



Prohibition of Discrimination and or Harassment of Employees and Others: In summary, discrimination and or harassment of an employee or other person protected by the laws listed below and Board Policies, on the basis of any of the following characteristics of his or her race, national origin, color, creed, religion, age, sex (including but not limited to sexual harassment, pregnancy, parental status), disability, sexual orientation, gender identity, gender expression, ancestry, marital status, place of birth, or political affiliation is a form of unlawful discrimination and is prohibited by School District Policies and as provided for in 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, et seq.; Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e, et seq.; Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681, et seq.; The Age Discrimination Act of 1975, 29 U.S.C. § 623, et seq.; The Americans With Disabilities Act of 1990, 42 U.S.C. § 12101, et seq.; and Fair Employment Practices, 21 V.S.A. Chpt. 5, subchpt. 6; Public Accommodations, 9 V.S.A. §§ 4500 et seq. all as they may be amended.

CHILD FIND

In accordance with Federal Regulations, the Burlington School District aims to locate, identify, and evaluate children from birth to 21 years of age who may be eligible and in need of special education and related services.

If you suspect that your child has a disability and is between the ages of birth–5 years of age, please call the Essential Education Program at **864-8463**. If your child is between the ages of 5–21 years, please call Student Support Services at **864-8456**.

CONDUCT

All students in the Burlington School District are required to follow reasonable expectations regarding conduct and behavior during the school day, on school buses, on public buses regularly used to attend school, and at school activities. Burlington School District staff is responsible for establishing and maintaining an atmosphere which fosters such behavior. Parents/guardians, staff members, and the Burlington School District share the responsibility for fostering positive behavior among everyone in the district. However, the ultimate responsibility rests with the

students and their parents/guardians. Parents/guardians will be informed if their child's behavior becomes concerning or unsafe.

Appropriate conduct measures are designed to teach students to accept responsibility for their behavior. Inappropriate conduct shall be addressed through a restorative process and students will be held accountable for their behavior. Any consequence imposed shall be done with regard for the due process rights of the student being disciplined to the extent required by law.

Suspension / long term suspension / expulsion:

Students may be suspended or expelled for violating school rules or School Board Policies, or otherwise engaging in misconduct on or off of school property. Suspensions longer than 10 days and expulsion are imposed only by recommendation of the Superintendent and a School Board Hearing. The School Board may expel a student through the end of the current school year or 90 school days, whichever is longer.

Disciplinary measures: Disciplinary measures shall be imposed with regard for the due process rights of the student being disciplined to the extent required by law.

RESTORATIVE PRACTICES

Restorative Practices are rooted in relationship building and rebuilding to create a culture of equity and belonging that results in healing and learning. The Burlington School District, in partnership with the Burlington community, embraces Restorative Practices ensuring that all, including those who have been harmed, will have their needs and experiences recognized and acted upon, thus creating a supportive climate of empowerment for all. In some cases, students may be separated from their assigned school building, but never completely separated from their education.

DRUGS / ALCOHOL

As required by Vermont State Law (Title 16, Section 1165, 909), the Burlington Schools have a comprehensive K-12 Drug and Alcohol Abuse Prevention curriculum. Additionally, teacher training programs, support and referral systems, a cooperative referral agreement with an approved treatment agency, an approved School Board Policy and District-wide awareness of the issue exist.

TOBACCO

Any tobacco use in any shape or form on any school campus (including cigarettes, cigar, chew, vaping, or any others) is prohibited by law. Vaping and forms of vaping are considered as cigarette/tobacco products and are also prohibited.

EDUCATIONAL SUPPORT SYSTEM

The goal of Burlington School District's Educational Support System is to provide students with additional assistance needed for access in school or to overcome challenges in the general education environment. Each school in our District has developed an Educational Support Team (EST), which accepts referrals for students who have academic and/or behavioral concerns. This assists teachers in planning for students who need extra assistance in the classroom or during unstructured school activities. This team also compiles data from its work, which is considered by the school's Action Plan in building overall capacity of the Educational Support System.

If you would like to learn more about the Educational Support System, please contact your school's principal or guidance counselor.

RESPONSIBLE COMPUTER, NETWORK & INTERNET USE

The Burlington 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.

The Burlington School District provides 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 procedures.

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.

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.

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.

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



Multilingual Liaison Program

The Multilingual Liaison (ML) Program is a unique asset of the Burlington School District that serves multilingual students and families. It includes 11 full-time and part-time Multilingual Liaisons who work to connect families and communities with schools and provide support to students with 10 different home languages. The ML program also works with 20+ on-call or contract interpreters for additional languages who facilitate communication between home and school. The Liaisons and interpreters work to meet the needs of approximately 950 Burlington School District students, Pre-K-12, who have home languages other than English, as well as their families. Contact Coordinator **Nijaza Semic** at **(802) 288-6048** or **nsemic@bsdvt.org** with any questions.



Attendance/Tardiness

Vermont State Law requires children to attend school starting at age six.

Parents and guardians must notify the schools of a child's absence.

For all absences and incidents of tardiness, parents and guardians will be contacted:

- **5 absences / tardies:** You may receive a letter or phone call informing you of the District's Policy.
- **10 absences / tardies:** You may receive a similar letter or phone call, and in some cases, be invited to a meeting with the school to address attendance issues.
- **15 absences / tardies:** You may be invited to a meeting with the school to create a plan to improve school attendance.
- **20 absences:** The Chittenden County State's Attorney may seek action in Family Court.

Our intent — and the intent of Vermont State Law — is to ensure students are in school and learning. Help us help your student by supporting his/her attendance.



Child Nutrition & Food Service

The Burlington School Food Project is committed to providing access to quality meals for all students in the Burlington School District. Our team is dedicated to supporting academic success and healthy eating habits that lead to lifelong positive nutrition practices. Breakfast, Lunch, Afterschool Snack, and Supper are served in all schools.

School meals are served to students under the National School Lunch and Breakfast Program and follow the nutritional guidelines prescribed by the Healthy Hunger-Free Kids Act of 2010. This law was designed to reduce the incidence of childhood obesity by providing healthier choices to students. All meals, foods and beverages are prepared and served by qualified child nutrition professionals.

Meals Provided:

- FREE Breakfast for all students.
- FREE Afterschool Supper for all students.
- FREE fruits and vegetables for K-5 students during class.
- Lunch including homemade soup, full salad bar and milk — *every day*.

The Burlington School Food Project is also proud to provide access to meals all summer through the Summer Food Service Program.

We continue to increase the amount of local products served in our cafeterias and we are proud to say that one-third of our purchases are invested into Vermont products. This year, we are also proud to say all of the beef we serve is all Vermont Beef!

Our farm to school program connects students and their families with whole, fresh and local food as well as many Vermont farmers to strengthen the health of our community. Buying local helps to boost the programs connecting children to their food system and creating opportunities for local farmers to provide their harvest to schools in their communities.

(Continued on next page.)

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

ENTRANCE AGE

Students who are residents of Burlington may enroll in kindergarten if they are five years old on or before September 1 of the year they wish to enroll. If a student is six years old on or before September 1 they may enroll in first grade.

Early Entrance to Kindergarten

In an attempt to meet the needs of individual children, as a service, Burlington School District will consider early entrance to Kindergarten requests for students whose birth dates fall between September 1 and September 30. If you would like to pursue this opportunity for your child, please contact the Burlington School District's Early Education Program at **(802) 864-8463**.

HEARING AND VISION SCREENINGS

Schools are required to annually screen the hearing of students in their school district in K, first, third and fifth grades. Vision screening is required in K, first, third, fifth, seventh, ninth, and twelfth grades. All students should visit their primary care provider EVERY year. Parents are permitted to opt their children out of such screenings by giving notice to school principals.

MEDICATION IN SCHOOLS

A parent/guardian must annually complete a request form to have prescription drugs administered during school hours. A written order from the prescribing health care provider is required. The medication must be brought to school in the original container labeled with the student's name and dosage. The medication will be kept in locked storage by the school nurse, unless it is a life-saving medication. Please contact your school nurse to develop a plan of action regarding response to any allergies or asthma or if you have any questions about medication.

MILITARY / POSTSECONDARY RECRUITERS

Parents may request that their child's name, address and telephone listing not be released to military or postsecondary recruiters without prior written parental consent. For more information, talk with your building principal.

NON-DISCRIMINATION

The Burlington School District and its employees do not discriminate against other employees and/or applicants for employment, or students on the basis of race, gender or sex (including, but not limited to, pregnancy, parental, and marital status), color, age, creed, religion, disability, handicap, ancestry, place of birth, national origin, marital status, political affiliation, sexual orientation, gender identity, or gender expression to the extent provided by law and Board Policies.

This Non-Discrimination Policy extends to any School District employment and education practices, policies, procedures or programs, activities, services and facilities. Additionally, the School Board will take steps to employ qualified people with disabilities in programs receiving federal assistance under the Education of the Handicapped Act. Employees, applicants for employment, and students are encouraged to use the District's Internal Complaint Procedures to resolve any complaints they may have regarding School District violation of federal law with respect to discrimination. All Burlington School District employees will fully cooperate in any investigation conducted under these procedures and shall be honest and forthcoming with any relevant information. In addition to these Internal Complaint Procedures, other complaint procedures are available and accessible on the District's website or at a principal's office.



The District's Title VI Coordinator, the Age Discrimination Act Coordinator, and the Americans with Disabilities Act Coordinator for students, employees, and others is **Nikki A. Fuller, Esq.**, Senior Director of Human Resources & Equity Affairs; **(802) 864-2159** or **(800) 253-0191** (TDD). The Americans with Disabilities Act Coordinator for students and §504 is **Laura Nugent**, Student Support Services Director; **(802) 864-8456** or **(800) 253-0191** (TDD).

The Title IX Coordinator for employees, students, parents, and others such as relatives, friends, guest speakers or visitors, is **Henri Sparks**, Equity Director; **(802) 865-4168** or **(800) 253-0191** (TDD).

All of the above listed Coordinators can be reached at Burlington School District, 150 Colchester Avenue, Burlington, VT 05401. For greater detail and the most up to date information visit the District's website at **www.bsdt.org** or call **Nikki A. Fuller, Esq.**, Exec. Director of Human Resources & Equity Affairs; **(802) 864-2159** or **(800) 253-0191** (TDD).

Inquiries concerning the application of non-discrimination policies may be referred to the Regional Director, U.S. Department of Education, Office for Civil Rights, 5 Post Office Square 8th Floor / Suite 900, Boston, MA 02109-3921; Tel: **(617) 289-0111**. Fax: **(617) 289-0150**, or the Vermont Human Rights Commission, 135 State St., Drawer 33, Montpelier, VT 05633-6301, human.rights@hrc.state.vt.us, **(800) 416-2010** (Voice/TTY); or **828-2480** (Voice/TTY).

Employees or applicants for employment who believe they have been discriminated against should contact: the U.S. Equal Employment Opportunity Commission; 33 Whitehall St., 5th floor; New York, NY 10004, or call them at this toll free number: **(800) 669-4000**; **(800) 669-6820** (TTY).

PARENT / GUARDIAN(S) CONTACTS

Please keep the school informed of a current emergency telephone number where the person with the legal parental rights and responsibilities or the guardian for your student can be reached if you are not at home. The telephone number of a parent/guardian(s) workplace or a neighbor's number will be used for individual emergencies only, such as illness or accident.

PROTECTION OF PUPIL RIGHTS ACT

Under the federal Protection of Pupil Rights Act, parents/guardians have the right to be informed of any survey of their child(ren) conducted by a third party for the collection of personal information for market surveys and non-emergency, invasive physical examinations or screenings. Parents/guardians have the right to opt their child(ren) out of such surveys and also have the right to inspect any survey and/or instrument intended to be used in the survey, examination or screening. In addition, the Act provides a right to inspect any instructional materials used as part of the educational curriculum.

SCHOOL CLOSING

If it becomes necessary to close Burlington Schools for the day, announcements will be made via the School Messenger communication system after 6:00 a.m. Local TV and radio stations, our website, and BSD's social media channels will also list closings. SchoolMessenger announcements will be sent via some combination of telephone calls, emails and text messages. It is important that the schools have accurate and up-to-date contact information for SchoolMessenger. You can update your contact information as part of the back-to-school process via the PowerSchool Registration System. During the course of a school day, unexpected situations may occur that require closing one or all of the Burlington Schools. That decision will be made by the Superintendent's Office, with consultation of appropriate resources such as school principals, the Property Services Director, and/or the Burlington Police Department. Notification of this decision will be made as far in advance as possible, although some situations may require the immediate dismissal of students.

SCHOOL SAFETY

The Burlington School District continually works to increase and improve security measures. A Crisis Safety Management Plan is in place that provides school staff with responses for crisis/safety situations. Additionally, a District-wide School Safety Committee, including members of the Burlington Police and Fire Departments, meets monthly.

School safety measures include:

Identification: To monitor who enters school buildings, all staff have photo identification to be worn while

Child Nutrition & Food Service (continued)

Our program also oversees many district gardens and works to provide garden education. Maybe you have seen our Fork in the Road food truck at some Burlington events this summer? Please visit our website to find out more about all of the Farm to School and Fork in the Road activities, as well as our payment procedures <http://burlingtonschoolfoodproject.org>.

School Budget Information

Town Meeting Day — the first Tuesday in March — is the time that voters are asked to consider school budgets. You can get information about the school budget proposal from any of these sources:

- The School District's website at: **www.bsdt.org**
- The District Annual Report, which is available to city residents in February
- School Board Meetings
- Neighborhood Planning Assembly Meetings
- Comcast Cable Channels 16-RETN and 17-Town Meeting Television
- School Board Commissioners (For contact information, see the inside front cover of this publication.)





Professional Development

The goal of professional development is to promote and sustain continuous teacher development and growth.

The District uses local and federal funds to develop a balanced professional development system which includes teacher leadership, local consultants and regional workshops and trainings.

- Common Core K-12 Standards
- Proficiency-Based Graduate Expectations
- Personalized Learning/Student Centered Learning Lesson Study
- Professional Learning Communities
- Curriculum Design and Development
- Data Driven Decision Making
- Technology Integration
- Restorative Practices
- Content Area Unit Development
- Cultural Competency
- Multi-Tier Systems of Support (MTSS)
- Cultural and Linguistic Backgrounds of EL Students
- Instructional Strategies Aimed at Closing the Achievement Gap
- Social Emotional Needs of Students
- Next Generation Science Standards
- C3 Framework for Social Studies



in buildings at all times. This includes all teachers, paraeducators, administrators, maintenance and facilities staff, food services staff and other support personnel.

Visitors: Visitors to the buildings will be required to wear a visitor's pass during the school day. Staff are asked to watch for any adult in a building without such identification or pass and to redirect them to the office.

Doors: Schools are asked to lock all doors during the school day. Visitors may request access to the main office through a buzzer/video camera identification system.

Signs: A sign will be posted at each building directing all visitors to the main office to sign in and get a visitor's pass.

STUDENT RECORDS / INFORMATION

Parents/guardians of a student enrolled in the Burlington School District have certain rights concerning identifiable education records which the District maintains for each student. These rights are afforded by the Family Education Rights and Privacy Act (FERPA).

Parent / guardian(s) and eligible students rights

- To inspect and review the student's education records within a reasonable time.
- To seek the correction of the student's education record if needed.
- To consent to disclosure of personally identifiable information from the student's education records.
- To file complaints, regarding the Burlington School District's alleged violation of FERPA with the U.S. Department of Education, Family Policy and Regulations Office, Washington, D.C. 20202.

Inspection and Review of Educational Records:

The principal or other appropriate school official will make the needed arrangements for access during normal school hours as promptly as possible and notify the parent/guardian(s) or eligible student who is making the request of the time and place where the records may be inspected.

Requesting Amendment of Educational Records:

Parents/guardians or the eligible student must request the Burlington School District amend their student's records. They should identify the part of their record they

want changed and specify why they believe it is inaccurate, misleading or in violation of the student's privacy or other rights.

Disclosure of Information without Consent of Parent / Guardian(s):

The Burlington School District will disclose information from a student's record without the parent/guardian(s) consent in accordance with the exceptions to consent permitted by FERPA, 99 CFR §99.31.

Directory Information: The District may disclose information designated as "Directory Information" unless the parent/guardian(s) notifies the District that the information cannot be released. The following information is Directory Information: name of parent/guardian(s) and address, email address, student name, address, telephone number, date of birth, gender, weight and height of members of athletic teams, participation in activities recognized by the District, dates of attendance, degrees and awards received, yearbook picture, class pictures, most recent previous school attended and the school to which the student transferred, if applicable. This information may be disclosed at the discretion of District administrators or school principal.

To Limit the Disclosure of Directory Information:

If you do not wish the Burlington School District to disclose information without your consent, parents/guardians or eligible student must submit a written request to be received by the student's school principal within 10 working days of the date of the distribution of this notice or the date of the student's (your) enrollment, whichever comes later.

Disclosure to Teachers and Other School Officials with a Legitimate Educational Interest:

In accordance with FERPA, its regulations and with the School Board Policy and Procedure, the District will release educational records to teachers and other school officials with a legitimate educational interest. They are:

- A person performing a task that is specified in his/her position description or by a contract agreement.
- A person performing a task related to a student's education.
- A person performing a task related to the discipline of a student.



State Testing

- A person providing a service or benefit relating to the student or student's family, such as health care, counseling, or job placement.
- A person performing a task related to a student's attendance at school or other matter requiring law enforcement involving students.
- A person performing a task related to ensuring the safety and security of the District, including its students.

For full procedure, visit www.bsdt.org.

TEACHER & PARAPROFESSIONAL QUALIFICATIONS

Because the Burlington School District receives Title I funds, parents/guardians, upon request, have the right to obtain information regarding whether their child(ren)'s teacher has met state qualifications and licensing criteria, whether the teacher is teaching under a waiver or provisional license, and the teacher's major as stated in his or her baccalaureate degree or masters degree.

If the child receives services from a paraprofessional, the paraprofessional's qualifications must also be furnished. It is the District's intent that no student will be taught by a teacher for four or more consecutive weeks who is not qualified through training and experience. Parents/guardians also have the right to obtain information as to the level of achievement of their child in each of the state's academic assessments.

TUTORING / HOMEBOUND SERVICES

Students are eligible for instruction in an appropriate public setting, at home, or in the hospital whenever they are unable to attend school for a period of 10 consecutive school days or more because of a medical disability or pregnancy. For information about this service, please contact the school principal.

VIDEOTAPING / FILMING / PHOTOGRAPHY

The Burlington School District employs the use of video surveillance in various locations and at random times as a part of a system for safety and security. Videotaping, filming, or photographing students

while participating in school activities requires proper preparation and justification and could violate the Family Educational and Privacy Act (FERPA). The Burlington School District reserves the right to disapprove any filming or videotaping.

Parents/guardians may elect not to have their child(ren) videotaped, filmed or photographed through the use of a parent/guardian(s) form that is distributed annually and also available in the school office. Events such as awards assemblies, plays, concerts, athletic contests or similar events that have newsworthy aspects are open to the public and, therefore, the media are not intended to be part of this Policy. In the event of fire, accident or unusual circumstance, the principal will determine if the public and/or media may be permitted access to the school.

This Policy is not applicable to videotaping, filming and photography that will only be used by school officials with a legitimate educational interest or where the work meets other exceptions to FERPA's disclosure rules. Videotaping, filming or photography of any student without the explicit knowledge and permission of the student is expressly prohibited, except where it is done as a direct consequence of security procedures implemented with the express knowledge and approval of the Superintendent. Anyone who violates this Policy may be subject to disciplinary measures.

WEAPON POSSESSION

A student found by the School Board, after a hearing, to have brought a weapon to school, including a school activity, can be expelled for up to one calendar year. A weapon includes but is not limited to a firearm, an explosive device, or a potentially dangerous device such as a sharp-edged item that can inflict bodily harm.



**BURLINGTON
SCHOOL DISTRICT**

State Math and English/Language Arts

Assessment: All students in grades 3-8, and now grade 9 rather than grade 11, are required each spring to take the state test called the **Smarter Balanced Assessment Consortium (SBAC)**.

SBAC is a computer-adaptive assessment measuring each student's performance against the Common Core State Standards in Mathematics and English/Language Arts. Schools administer SBAC annually between March and June.

State Science Assessment: In May of 2018, Vermont piloted a new science assessment in grades 5, 8, and 11. Like SBAC, the science assessment will be administered annually on a computer and is designed to measure each student's performance against the Next Generation Science Standards (NGSS).

State Fitness Assessment: In May of 2018, Vermont piloted a new Fitness assessment in grades 4, 7, and 9 using the *Fitnessgram* tool. The state requires that we test our students in four areas: aerobic capacity, muscular strength, muscular endurance, and flexibility.

Staff in each school will work to provide any accommodations or supports that individual students require during state testing.

How can I learn more?

For more information about these assessments and the standards they are designed to measure, visit the following sites:

- <http://www.corestandards.org/>
- <http://www.smarterbalanced.org/>
- <http://education.vermont.gov/student-learning/content-areas/science>
- <https://www.nextgenscience.org/>
- <https://www.shapeamerica.org/standards/pe/>
- <http://education.vermont.gov/student-learning/content-areas/physical-education>