

Community Relations

Visitors / Outsiders

The Governing Board believes that it is important for parents/guardians and community members to take an active interest in the issues affecting district schools and students. Therefore, the Board encourages interested parents/guardians and community members to visit the schools and participate in the educational program.

(cf. 1240 - Volunteer Assistance)
(cf. 5020 - Parent Rights and Responsibilities)
(cf. 6020 - Parent Involvement)

To ensure the safety of students and staff and minimize interruption of the instructional program, the Superintendent or designee shall establish procedures, which facilitate visits during regular school days. Visits during school hours should be arranged with the principal or designee. When a visit involves a conference with a teacher or the principal, an appointment should be scheduled during non-instructional time.

(cf. 6116 - Classroom Interruptions)

Parents/guardians who need to bring lunches, clothing or other articles to their children or who need to contact students or staff, however briefly, must first register at the principal's office. The office will establish procedures that eliminates or minimizes classroom disruptions from items brought to school for students.

For purposes of school safety and security, the principal or designee may design and have available a visible means of identification for visitors while on school premises. All visitors must display this identification while on campus.

No electronic listening or recording device may be used by students or visitors in a classroom without the teacher and principal's permission. (Education Code 51512)

(cf. 3515.2 – Intruders on campus)

The Board encourages all individuals to assist in maintaining a safe and secure school environment by behaving in an orderly manner while on school grounds and by utilizing the district's complaint processes if they have concerns with any district program or employee. In accordance with Penal Code 626.7, the principal or designee may request that any individual, who is causing a disruption, including exhibiting volatile, hostile, aggressive, or offensive behavior, immediately leave school grounds.

(cf. 1312.1 - Complaints Concerning District Employees)
(cf. 1312.2 - Complaints Concerning Instructional Materials)
(cf. 1312.3 - Uniform Complaint Procedures)
(cf. 1312.4 - Williams Uniform Complaint Procedures)
(cf. 3515.2 - Disruptions)

Community Relations (Cont.)Visitors / Outsiders

Presence of Sex Offender on Campus

Any person who is required to register as a sex offender pursuant to Penal Code 290, including a parent/guardian of a district student, shall request written permission from the principal before entering the school campus or grounds. As necessary, the principal shall consult with local law enforcement authorities before allowing the presence of any such person at school or other school activity. The principal also shall report to the Superintendent or designee anytime he/she gives such written permission.

The principal shall indicate on the written permission the date(s) and times for which permission has been granted. (Penal Code 626.81)

Legal Reference:

EDUCATION CODE

32210 Willful disturbance of public school or meeting

32211 Threatened disruption or interference with classes; misdemeanor

32212 Classroom interruptions

35160 Authority of governing boards

35292 Visits to schools (board members)

49091.10 Parental right to inspect instructional materials and observe school activities

51101 Parent Rights Act of 2002

51512 Prohibited use of electronic listening or recording device

EVIDENCE CODE

1070 Refusal to disclose news source

LABOR CODE

230.8 Discharge or discrimination for taking time off

PENAL CODE

290 Sex offenders

626-626.10 Schools

626.81 Misdemeanor for registered sex offender to come onto school grounds

627-627.10 Access to school premises, especially:

627.1 Definitions

627.2 Necessity of registration by outsider

627.7 Misdemeanors; punishment

COURT DECISIONS

Reeves v. Rocklin Unified School District, (2003) 109 Cal.App.4th 652

ATTORNEY GENERAL OPINIONS

95 Ops.Cal.Atty.Gen.509 (1996)

Policy adopted: September 1990

Policy Revised: 10/15 (11/07)

Community Relations

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Observation of Instructional Program by Parents

The following procedures are intended to strike a balance between (1) the legal rights of parents to be present in the classroom and observe instruction that involves their child, and (2) the need to minimize interruptions and distractions during classroom instruction.

I. Who May Visit

The right to observe a child's instructional program during classroom time resides solely with a child's parent, legal guardian, or foster parent and does not extend to grandparents, other interested close relatives, or caregivers as defined in Family Code Sections 6550-6552. A grandparent, close relative, or caregiver may schedule a classroom visit if a parent has provided written permission and the classroom teacher consents. Visits by grandparents, close relatives, or caregivers must be scheduled through the Principal rather than the classroom teacher.

II. Scheduling

The classroom teacher shall schedule visits for a time and date convenient to both the parent and the teacher. The parental observation date shall be within a reasonable time frame following the initial request. A request for a specific date must be made no less than 48 hours in advance.

III. Frequency and Duration

To minimize interruptions and distractions during valuable classroom time, parental classroom observations are limited to two (2) visits per month per related student with a maximum duration of one (1) hour per visit. If there is a need for more parental observation, additional visits may be scheduled through the Principal.

IV. Parental Conduct During Classroom Visit

A. Parent may enter and exit the classroom only once during each visit. Parents shall remain in the back of the classroom and may not interact with students or the teacher unless the interaction is initiated by the classroom teacher. Noise and/or movement must be kept to a minimum.

1. The classroom teacher may direct a parent to leave the room if the parent's presence or conduct unduly interferes with the instructional program, and the parent must leave the classroom if directed to do so. Any concerns or complaints may be addressed directly to the classroom teacher after regular school hours or to the Principal.

Community Relations (Continued)Visitors / OutsidersV. Violation of Classroom Visitation Rules

- A. A violation of the classroom visitation rules may be resolved by the classroom teacher through counseling the offending parent privately. If this form of correction is not effective, the Principal may, as necessary, temporarily preclude a parent from visiting his/her child's classroom during regular school hours for a period of time not to exceed 14 continuous days.
1. When a parent has been precluded, by the Principal, from visiting his/her child's classroom, the parent may appeal the decision to the District's Assistant Superintendent, or designee, who will investigate and consider the matter in a timely fashion.

VI. Notification of Classroom Visitation Procedures

- A. Parents shall receive notification of classroom visitation procedures. The notification used should be substantially as follows:
1. Parents are encouraged to visit their child's classroom and observe the instructional program. Visits must be scheduled directly with the classroom teacher and, generally, at least 48 hours in advance.
 2. Distractions and interruptions seriously impair the educational process. To minimize distractions during valuable classroom time, parental visits are limited to twice per month for a maximum of one hour per visit. Additional visits may be scheduled through the Principal if more observation time is needed.
 3. While visiting, parents are generally required to remain quiet and in the back of the room in order to minimize the classroom interruption, which a visitor's presence typically causes.
 4. Copies of the school's classroom observation procedures are available upon request.

Legal Reference:

EDUCATION CODE

32212	Classroom interruptions
35160	Authority of governing boards
49091.10	Parental right to inspect instructional materials and observe school activities
51101	Rights of parents/guardians to information; mutually supportive partnership between parents and educators; policy development