

Community Relations

Visitors to and Conduct on School Property and Communication via School Technology

The following definitions apply to this policy:

School property – District and school buildings, grounds, and parking areas; vehicles used for school purposes, and any location used for a Board of Education meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities.

School technology – Any technology and/or means of electronic communication owned or operated by the District including, but not limited to, telephone, email, fax, and District-operated social media accounts.

Visitor – Any person other than an enrolled student or District employee.

All visitors must register at the school office upon entering the building.

One of the School District's responsibilities is to maintain a safe and orderly environment free from activities that may be disruptive to the educational process. All visitors to the school buildings and classrooms must conduct themselves in an appropriate manner and the School District retains the right to take such action as deemed necessary including, but not limited to the restriction of visitation by parents and community members to times and places that will enhance the likelihood of maintaining a safe and orderly environment.

All visitors must follow all rules and school guidance as issued by public health officials.

The School District expects mutual respect, civility and orderly conduct among all people on school property. No person on school property shall strike, injure, threaten, harass or intimidate another person regardless of his/her role. This includes the use of name-calling and inappropriate language.

Parents and community members are welcome to visit the school or their children's classrooms but these visits must be prearranged in advance either with the child's classroom teacher or the Building Principal. From time to time and when deemed appropriate, parents and community members may also visit classrooms other than those attended by their own children.

Access to and observance of District educational programs by parents, independent evaluators, or qualified professionals retained by or on parent's behalf for the purpose of observing the student in his/her current educational program or proposed educational program or conducting an evaluation of the child will be afforded reasonable access of sufficient duration and scope. A "qualified professional" is defined as an individual retained by or on behalf of a parent or child who holds credentials to evaluate the child in the domain or domains for which the evaluation is being sought. If, as part of the evaluation, the qualified professional intends to conduct any interviews of school personnel, such interviews must be arranged for in advance of the visit and must be conducted at a mutually agreed upon time, date and place that do not interfere with the school employee's duties.

The evaluator or qualified professional must submit a written request to the Building Principal. Such request must include a specific program or classroom and an outline of the purpose of the visit. Visits may occur no more than once per quarter and may last no longer than one hour. The Building Principal must approve any alteration of this time period. A school administrator or designee must be present during any classroom observation and during any interview of relevant school personnel. Visitors are not to address the teacher, students, or staff present in the classroom in order to minimize disruption and must remain in the location or seat directed by the teacher.

All approved visitors must comply with the Family Educational Rights and Privacy Act, the Illinois School Student Records Act, and other applicable privacy laws.

Requests by parents or community members to visit classrooms other than those of their own children that do not meet the criteria above must be made two (2) weeks in advance and pre-approved by the Building Principal. The Building Principal retains the right to decline a request if he/she feels the visitation might be potentially disruptive or not be in the best interest of creating a safe and orderly environment in the school. The decision of the Building Principal is final.

Parent Conferences

Parents may request conferences with their child's teacher or Building Principal. In order to ensure the appropriate information is available and prepared, these conferences shall be scheduled in advance.

Convicted Child Sex Offender

State law prohibits a child sex offender from being present on school property or loitering within 500 feet of school property when persons under the age of 18 are present, unless the offender is:

1. A parent/guardian of a student attending the school and has notified the Building Principal of his or her presence at the school for the purpose of: (i) attending a conference at the school with school personnel to discuss the progress of his or her child academically or socially, (ii) participating in child review conferences in which evaluation and placement decisions may be made with respect to his or her child regarding special education services, or (iii) attending conferences to discuss other student issues concerning his or her child such as retention and promotion; or
2. Has permission to be present from the Board, Superintendent, or Superintendent's designee. If permission is granted, the Superintendent or Board President shall provide the details of the offender's upcoming visit to the Building Principal.

In all cases, the Superintendent, or designee who is a certified employee, shall supervise a child sex offender whenever the offender is in a child's vicinity.

Exclusive Bargaining Representative Agent

Please refer to the applicable collective bargaining agreements(s).

For employees whose collective bargaining agreement does not address this subject:

Upon notifying the Building Principal's office, authorized agents of an exclusive bargaining representative will be provided reasonable access to employees in the bargaining unit they represent in accordance with State law. Such access shall be conducted in a manner that will not impede the normal operations of the District.

Communication Via School Technology

The District expects mutual respect, civility, and orderly conduct among all people engaged in communication via school technology. All individuals are prohibited from engaging in the following acts through communication via school technology:

1. Threatening, harassing, or intimidating a staff member, Board Member, or any other person.
2. Using vulgar or obscene language.
3. Threatening to damage another's property.
4. Violating any Illinois law, or municipal or county ordinance.
5. Impeding, delaying, disrupting, or otherwise interfering with any school activity or function.
6. Violating other District policies or regulations, or a directive from an authorized District employee.
7. Engaging in any conduct that interferes with, disrupts, or adversely affects the District or a

School function.

Enforcement

Any staff member may request identification from any person on school property; refusal to provide such information is a criminal act. The Building Principal or designee shall seek the immediate removal of any person who refuses to provide requested identification.

Any person who engages in conduct prohibited by this policy may be ejected from school property and/or, as applicable, prohibited from communicating via school technology. The person is also subject to being denied admission to school events or meetings for up to one calendar year.

Procedures to Deny Future Communication Via School Technology

Before any person may be prohibited from communicating via school technology, the person has a right to a hearing before the Board. The Superintendent may prohibit the person from communicating via school technology pending such hearing.

The Superintendent, or his/her designee, must provide the person with a hearing notice, delivered or sent by certified mail with return receipt requested, at least ten (10) days before the Board hearing date. The hearing notice must contain:

1. The date, time, and place of the Board hearing,
2. A description of the prohibited conduct,
3. The proposed time period that communication via school technology will be denied, and
4. Instructions on how to waive a hearing.

Spectator Conduct and Sportsmanship for Athletic and Extracurricular Events

Any person who behaves in an unsportsmanlike or inappropriate manner during an athletic or extracurricular event may be ejected from the event, and/or denied admission to school events for up to one year. In addition, if a student or District employee engages in inappropriate conduct during an athletic or extracurricular event, the student or staff member will be subject to regular disciplinary consequences and procedures.

- Using vulgar or obscene language;
- Possessing or being under the influence of any alcoholic beverage or illegal substance;
- Possessing a weapon;
- Fighting or otherwise striking or threatening another person;
- Failing to obey the instructions of a security officer or School District employee; and
- Engaging in any activity which is illegal or disruptive.

The Superintendent may seek to deny future admission to any person by delivering or mailing a notice, sent by certified mail with return receipt requested, at least 10 days before the Board of Education hearing date, containing:

1. The date, time and place of a Board of Education hearing;
2. A description of the unsportsmanlike conduct;
3. The proposed time period that admission to school events will be denied;
4. Instructions on how to waive a hearing.

LEGAL REF.: Nuding v. Cerro Gordo Community Unit School Dist., 313 Ill. App.3d 344 (4th Dist. 2000).
20 U.S.C. §7181 et seq., Pro-Children Act of 1994.
105 ILCS 5/10-20.5b, 5/22-33, 5/24-25, and 5/27-23.7(a).

115 ILCS 5/3(c), Ill. Educational Labor Relations Act.
410 ILCS 130/. Compassionate Use of Medical Cannabis Program Act.
430 ILCS 66/. Firearm Concealed Carry Act.
410 ILCS 705/. Cannabis Tax and Regulation Act.
720 ILCS 5/11-9.3.

CROSS REF.: 4:170 (Safety), 5:50 (Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition), 6:120 (Education of Children with Disabilities), 7:190 (Student Discipline), 7:270 (Administering Medicines to Students), 8:20 (Community Use of School Facilities)

ADOPTED: April 5, 2011, January 21, 2014, January 17, 2017, January 14, 2020, May 26, 2020, May 18, 2021