COMMUNITY RELATIONS
SECTION 1000

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It is the policy of the Kamiah Joint School District No. 304 Board of Trustees to keep the community informed of the objectives, achievements, needs, and conditions of the school system. The superintendent of schools is delegated the responsibility for initiating and administering a continuous program of communications within the community. The superintendent may utilize school personnel and all media available in discharging his/her responsibility.

LEGAL REFERENCE:
Idaho Code Section 33-506

ADOPTED:
7-19-99
To protect the morals, health, and safety of students, it is the policy of the district to deny entrance onto the premises of any district school or at any school activity or event to registered sex offenders, of whom the district has knowledge. District officials will make a good faith effort to identify registered sex offenders residing within the district’s boundaries or who have children or wards enrolled in the district by periodically reviewing the Idaho State Police registry of sexual offenders. District officials shall notify each registered sex offender identified that access to the school premises shall be prohibited unless expressly permitted by the superintendent or designee.

The superintendent or designee may grant a limited exception to this prohibition for the following individuals:

1. An enrolled student of the district;

2. A parent or guardian of a student attending a school within the district, and whose right to educational information or access to his/her child or ward has not been limited by court order. Such parents or guardians may be permitted access to a particular school or school event, with or without limitations, as determined appropriate by the superintendent or designee, including to transport a child or children or to attend an academic conference or other scheduled school event with school officials and in which his/her child is participating.

3. An individual who is temporarily on school grounds, during school hours, for the purpose of delivering mail, food, or other items. The delivery person’s employer is responsible for contacting the district and obtaining permission for the individual to be on school premises. The superintendent or designee may grant admission to such individual, deny admission, provide direct supervision, or require that the delivery person’s employer provide appropriate supervision.

The decision to grant or deny the request for an exception, and/or impose other restrictions, is not appealable to the board.

The decision shall be based upon review of all of the relevant circumstances, including the risk to the morals, health, and safety of other students, employees, and patrons.

School personnel shall not use information received by the district regarding any registered sexual offender to harass, intimidate, commit a crime against, or cause harm to any person.

For purposes of this policy, “school premises” shall mean all school buildings, grounds, events or activities sponsored by the district without regard to the location of the event or activity, and shall include means of transportation sponsored, owned, leased, or contracted by the district.
LEGAL REFERENCE:
Idaho Code Sections
  3-512(4) and (11)
  18-8301, et seq.
  18-8325
  18-8329

ADOPTED: April 2007

REVIEWED:

REVISED:
Date

Name
Address

Re: Denial of Access to __________________________ School District Premises and Activities

Dear __________:

Enclosed herewith is a copy of Policy No. 1006 of the __________________________ School District No. ____, which prohibits the entrance onto school premises or school activities by registered sex offenders. Your name and address appear on the Idaho State Police web page indicating that you reside within the boundaries of the __________ School District, and you have been required to register as a sexual offender. I am aware that you have a child enrolled in the school district and, as such, may wish to gain information regarding your child’s progress and education. As a result, I am notifying you that you are prohibited from entering any school buildings or grounds, or attending any school events or activities, except as specifically directed by me.

The Board of Trustees has a duty to assure the safety and well-being of students, and is empowered by Idaho Code Section 33-512(11) to make such prohibition:

To prohibit entrance to each schoolhouse or school grounds, to prohibit loitering in schoolhouses or on school grounds and to provide for the removal from each schoolhouse or school grounds of any individual or individuals who disrupt the educational processes or whose presence is detrimental to the morals, health, safety, academic learning or discipline of the pupils. A person who disrupts the educational process or whose presence is detrimental to the morals, health, safety, academic learning or discipline of the pupils or who loiters in schoolhouses or on school grounds, is guilty of a misdemeanor.

Under Idaho law, any violation of this directive on your part may result in trespassing charges and disruption of educational process charges being filed against you, as well as law enforcement being immediately asked to respond to the site.

Further, Idaho Code Section 18-8329 makes it a misdemeanor for a registered sex offender to be on the premises of any school building or school grounds when the person has reason to believe children under the age of eighteen (18) are present. Limited exceptions to this exclusion are allowed with the permission of school district authorities.

The __________ School District takes its duty to assure the safety and well-being of its students very seriously. If you have questions regarding this matter, or if you wish to request an exception to the policy, please contact the district office during regular business hours at ______________ to discuss such arrangement.

Sincerely,

______________________

Superintendent

Enclosure—Policy No. 1006
Community participation in Kamiah Joint School District No. 304 is important for improving the quality of education for the students. Therefore, the board intends to make every effort to identify the desires of the community and to be responsive to those desires.

Patrons of this district are encouraged to express their ideas, concerns, and judgments through:

1. Written suggestions or proposals;
2. Personal contacts with teachers, building principals and superintendent;
3. Presentations at public hearings;
4. Responses to survey;
5. Comments at meetings of this board; and

The advice and the concerns of the public will be carefully considered. In evaluation of such advice, the first concern of this board shall be the educational program as it affects students.

PARENT-TEACHER-STUDENT ORGANIZATION

The district recognizes the individual buildings’ Parent-Teacher-Student Organizations as an important element in developing a successful educational program for the students of the district. Individuals are encouraged to participate fully in the organization and use it as an additional tool strengthening the community. The board of trustees and/or administrators will seek the cooperation of the parent groups in carrying out the mission of the district and will strive to assist the organizations, as appropriate. Such organizations shall be parent directed.

MATERIAL DISTRIBUTION

No organization may distribute flyers or other materials related to political issues or special interests on school property without having submitted a written request to and received a written approval from the superintendent of schools in advance of the distribution. Only those groups or organizations that have materials directly related to the curriculum and determined by the superintendent to be educationally related may received approval for distribution.

RELATIONS WITH OTHER POLITICAL AGENCIES

Cooperation with law enforcement agencies is essential for the protection of students, for the maintenance of a safe environment in this districts schools, and for the safeguard of all school property.
This district shall also cooperate with other state and local public agencies and those agencies responsibilities and duties that relate to the public school student.

LEGAL REFERENCE:
Idaho Code Section 33-506(1)

ADOPTED:
7-19-99
It is the intent of the board of trustees of this district that the district take reasonable actions to provide a safe environment for all participants and spectators at school-sponsored events. While the board encourages students, parents, and patrons to take an interest in the district's educational programs, including extracurricular activities, and attend those events open to the public, the board has an obligation to maintain an atmosphere of respect, order, and professionalism on district premises and at school-sponsored events.

In addition, this district adopts the sportsmanship standards imposed by the Idaho High School Activities Association (IHSAA). Individuals attending events sponsored by the district and/or IHSAA are expected to demonstrate respect, order, and good sportsmanship.

PROHIBITION

Any conduct, including, but not limited to, verbal and/or physical assault of another individual, on district premises or at school-sponsored events that is determined by school officials to be disruptive to the educational process or detrimental to the morals, health, safety, academic learning, or discipline of students is prohibited.

Additionally, all persons, while on school grounds, are prohibited from willfully threatening, by word or act, to use a firearm or other deadly or dangerous weapon to do violence to any other person on school grounds. Such threats, if known to school personnel, will be immediately reported to law enforcement. For purposes of this policy, “school grounds” means any district-owned property or vehicle, or location where a school-sponsored event is occurring.

DENIAL OF ENTRY

The superintendent or designee has the authority to determine if an individual's conduct violates this policy. In the event such disruption or detrimental conduct is determined to have occurred or is occurring, the individual(s) causing the disruption will be notified in writing, or verbally, to immediately leave the district premises or school-sponsored event. The superintendent or designee may determine that such individuals will be denied entry to future school-sponsored events, upon giving notice to the individual.

In the event the individual(s) refuse to leave or, without permission or invitation, return and enter the district premises or school-sponsored event, it will be deemed to be trespassing and may be referred to law enforcement.

In the event a student or staff member causes the disruption or detrimental conduct, other appropriate disciplinary action may also be imposed.
LEGAL REFERENCE:
Idaho Code Sections
18-33021
18-7008
33-512(11)

ADOPTED: April 2007

REVIEWED:

REVISED:
Patrons of Kamiah Joint School District No. 304 having concerns or complaints regarding any aspect of the district’s policies, educational or other programs, personnel, and/or the services provided to its students, may submit those concerns or complaints in writing to the district. To ensure that such concerns or complaints are promptly and efficiently addressed, the following guidelines apply:

1. Patron complaints regarding district personnel should be initially directed to the employee. If a satisfactory solution to the complaint is not reached with the employee, the patron should contact the employee’s immediate supervisor. If a satisfactory solution to the complaint is not reached with the employee’s supervisor, the complaint may be referred by either or both parties to the superintendent. [For certified employees, refer to article IV (Parent Complaint) of the Collective Bargaining Agreement].

2. Matters concerning an individual school should be initially directed to the school’s principal. If the matter is not resolved by the principal, it may be brought to the superintendent;

3. Matters concerning district wide policies or programs should be initially directed to the superintendent.

4. If any matter is not resolved with the superintendent, it may be brought before the board in the following manner:
   a. If individual board members are directly contacted regarding a concern or complaint, he or she will refer it to the individual teacher, building principal, and superintendent (in that order) for investigation and resolution.
   b. The concern or complaint must be submitted in writing at least six (6) days before a regularly scheduled board meeting, identifying the nature of the concern or complaint, the steps taken to resolve the matter and the name and signature of the patron(s) filing the concern or complaint;
   c. Patrons may be asked to provide additional information or comment on their concerns or complaints in writing or at the board meeting;
   d. The board reserves the right to set time limitations for presentations and speakers;
   e. Complaints regarding library resources or textbooks must be filed as set forth in the policy entitled Library and Resource Center Materials found in SECTION 600: EDUCATIONAL PROGRAMS.
   f. Complaints regarding any school district employee will not be heard in open session. The involved employee will be advised of the nature of the complaint,
invited to attend the executive session regarding the matter, and given every opportunity to explain, comment, and/or present information which he or she believes may assist the board in understanding the matter.

All individuals concerned, including the school administration, shall be present for the purposes of presenting additional facts, explaining policy and procedure, and clarifying issues.

No disciplinary action will be taken against an employee on the basis of a patron or student complaint, nor any notice thereof included in the employee’s personnel file, unless the matter is first reported to the staff member in writing.

LEGAL REFERENCE:
Idaho Code Section 33-506(1)

ADOPTED:
7-19-99
The Kamiah Joint School District No. 304 Board of Trustees is concerned with establishing and maintaining good public relations with the community and other governmental organizations. The board recognizes that good public relations requires a concerted effort by the entire district staff.

The most important public relations ambassadors are the teachers who work directly with students every day. All employees are encouraged to participate in community activities and demonstrate to the community by their words, attitudes and actions the ideals set forth by the district.

It is the goal of the district to communicate as effectively and accurately as possible with the public concerning school related activities, functions, academic programs, and related programs. In order to achieve this goal, the following guidelines will be followed:

1. All news articles, radio broadcasts, T.V. appearances, and interviews pertaining to a particular school must be approved by the building principal.

2. All news articles, radio broadcasts, T.V. appearances, and interviews related to the school district as a whole must be approved by the superintendent.

3. Central office personnel and building administrators will annually update a written plan for informing the community regarding the new programs and services available within the district, as well as the achievements of both students and staff members, as appropriate.

4. Patrons and news media are invited to attend regular school board meetings.

LEGAL REFERENCE:
Idaho Code Section 33-506(1)

ADOPTED:
7-19-99

SECTION 1000: COMMUNITY RELATIONS © 1997 Elaine Eberharter-Maki
Patrons are welcome to visit the schools and administrative offices of Kamiah Joint School District No. 304. Each of the district’s schools schedules a variety of activities throughout the year including: open houses, parent-teacher conferences, family math nights, etc. designed to promote greater involvement of parents with their student’s educational program.

Prior arrangements must be made 24 hours in advance, with the building principal, for classroom visitations. Upon entering the building, all visitors are to check-in at the office.

LEGAL REFERENCE:
Idaho Code Section 33-506

ADOPTED:
7-19-99
COMMUNITY YOUTH GROUP ACTIVITIES

All Kamiah Joint School District No. 304 students are encouraged to become involved in the various youth group activities available in the community. However, no student, as part of a school program, is required to participate in non-school community youth group activities.

SECRET SOCIETIES PROHIBITED

No person, group or organization shall establish a fraternity, sorority or secret society whose membership is comprised in whole or in part of students enrolled in the public elementary or secondary schools in this district, or solicit a student to become a member of such organization; nor shall students enrolled in any of this district’s public schools become a member of such organization, or pledge himself or herself to become a member of any such organization.

A fraternity, sorority or secret society shall be interpreted as any organization, the active membership of which is comprised in whole or in part of students enrolled in this district’s schools, and which exists or perpetuates itself wholly or partly by selecting members on the basis of the decision of its membership rather than upon the basis of the right of any student, qualified by the rules and regulations of the school, to be a member. The definition shall not be construed to include organizations institutionally sponsored by agencies of public welfare, such as the Boy Scouts of America, Girl Scouts of America, Campfire Girls, the YMCA and YWCA, and similar organizations.

The board may withdraw the rights and privileges of students participating in such secret society or fraternity or sorority, may deny graduation, deprive students of credit, or suspend or expel such students.

+++++++

LEGAL REFERENCE:
Idaho Code Sections 33-1901 et seq.

ADOPTED:
7-19-99
Kamiah Joint School District No. 304 student organizations, with the permission of the building principal, may participate in nonschool-sponsored public events. Student organizations desiring to participate in public events outside of the local community, wherein these events are not a regularly scheduled activity of the district, must request approval from the building principal fifteen (15) days in advance of the scheduled activity.

The board must approve the expenditure of district funds required to pay any costs related to participation in a public performance.

LEGAL REFERENCE:
Idaho Code Section 33-506

ADOPTED:
7-19-99
Kamiah Joint School District No. 304 prohibits any teacher or administrator to require any student to enter or participate in any contest sponsored by organizations or groups not part of this school district.

The principal of each building will determine which contests sponsored by outside agencies are appropriate for the students' grade level(s). Contests sponsored by outside agencies will be carefully examined in relation to the educational value per instructional hour devoted to the activity.

School administrators and teachers do have the authority to evaluate contests and advise individual students regarding participation.

LEGAL REFERENCE:
Idaho Code Section 33-506

ADOPTED:
7-19-99
Kamiah Joint School District No. 304 Board of Trustees recognizes that community and private organizations engage in fund raising activities to support their philanthropic objectives, and many wish to involve students in those activities.

The following criteria are to be used in determining whether the district will cooperate with community and private philanthropic fund raising activities:

1. All proposals for fund raising activities, by a community or private organization wanting student participation, must be approved by the building principal.

2. If approval is granted, all information pertaining to the fund raising activities will be available in the principal's office or other central location in the school, where students and/or parents interested in the activities may obtain copies of the information.

3. Information regarding fund raising activities, by a community or private organization, will not be distributed in the classrooms.

4. Students and employees may voluntarily participate in community or private philanthropic fund drives, local or national; compulsory participation is prohibited.

5. Solicitations or collections from individual students is prohibited.

**LEGAL REFERENCE:**
Idaho Code Section 33-506

**ADOPTED:**
7-19-99
Kamiah Joint School District No. 304 Board of Trustees requires that all student organizations submit fund raising proposals to the building principal at least thirty (30) days prior to the scheduled event or sales campaign. The fund raising proposal must contain a detailed description of the activity, the identification of the group(s) responsible for the project, the teacher and/or other adult advisors who will assist the students, and a justification of the need for the funds to be raised. In the case of sales promotions, the request must also contain the following information: 1) product to be sold; 2) sales price; 3) supplier; 4) percentage of sales to be retained by the school or school groups; and, 5) duration of the sales campaign.

The building principal will determine whether or not the fund raiser is appropriate, given the students’ age group, the profitability to the student organization, and the positive and negative impact on the community.

Student organizations are prohibited from undertaking any fund raising activity in the school or in the community without the approval of the building principal.

LEGAL REFERENCE:
Idaho Code Section 33-506

ADOPTED:
7-19-99
The Kamiah Joint School District No. 304 Board of Trustees delegates to each building principal its authority to prohibit entrance to the school building or grounds, to prohibit loitering, and to provide for the removal from the school building or grounds of any individual(s) who disrupt the educational processes or whose presence is detrimental to the morals, health, safety, academic learning or discipline of the pupils.

The principal or designee will ask unauthorized individual(s) to leave the school premises. Individuals who refuse to leave at the principal’s request, will be advised of this policy and the local law enforcement agency will be called if the principal or designee determines that such action is necessary.

LEGAL REFERENCE:
Idaho Code Section 33-512 (11)

ADOPTED:
7-19-99
No employee of Kamiah Joint School District No. 304 shall solicit, accept or receive a pecuniary benefit as payment for services, advice assistance or conduct customarily exercised in the course of his official duties. This prohibition shall not include trivial benefits not to exceed a value of fifty dollars ($50.00) incidental to personal, professional or business contacts and involving no substantial risk of undermining official impartiality.

While recognizing that the action of other individuals or organizations cannot be controlled, it is the intent of the district to discourage such individuals or organizations from presenting gifts to district employees except in recognition of special occasions or special services rendered to the district or community.

District employees are urged to refuse to accept any gift that would tend to place them or the district in a compromised or embarrassed position.

Teachers are specifically directed not to obligate themselves to give prizes or awards of any intrinsic value to students or accept gifts of consequence from the students.

LEGAL REFERENCE:
Idaho Code Sections
33-506
18-1351
18-1356
18-1359
18-1360

ADOPTED:
7-19-99
Kamiah Joint School District No. 304 prohibits any school employee from loaning district equipment to individuals or organizations unless such a loan is a condition of the rental of a school facility.

Personal use of district equipment, by district employees, is not permitted.

Nothing in this policy prevents the school district from loaning equipment to other taxing units or other agencies in emergency situations.

The board reserves the right to review requests for loans and waive this policy as it deems necessary.

LEGAL REFERENCE:
Idaho Code Sections
33-506
33-601

ADOPTED:
7-19-99
Kamiah Joint School District No. 304 does not permit advertising of commercial products or services, or solicitation of sales, on school premises without approval of the superintendent or designee.

This policy does not prevent advertising in student publications which are published by student organizations, subject to administrative control. Free commercially-sponsored teaching aids may be used if the content of the teaching aids is approved by administration.

The use of the district’s or a school’s name to promote any product or service is not permitted.

District employees are prohibited from using school facilities or student personnel in sales promotions sponsored by commercial or private interests during school hours.

LEGAL REFERENCE:
Idaho Code Section 33-506(1)

ADOPTED:
7-19-99
The Kamiah School District shall establish strategic planning as the primary process for planning school improvement and change throughout the district. Strategic planning is both a discipline and a process by which the guiding members of an organization envisions its future and develop the necessary procedures and operations to achieve that future.

The School Board directs that the administration initiate and maintain a continuous system of strategic planning that will:

1. include representative community members in the planning process;

2. establish an ideal vision of what the school district should become over time;

3. communicate the district's mission and define the core beliefs necessary to achieve the vision;

4. use data driven decision making process to identify emerging trends and issues as well as to assess the district’s needs; and,

5. allocate, with approval by the Board, the required amount of human, temporal, and financial resources to accomplish the continuous strategic planning process.

ADOPTED: 1/18/2000

REVIEWED: ________

REVISED: 7/21/2008

SECTION 1000: COMMUNITY RELATIONS
The Kamiah School District Board of Trustees does hereby establish a standing committee called the Strategic Planning Committee. The Strategic Planning Committee, with input from all stakeholders, will be the guiding members of an organization to envision the future of the Kamiah School District and to develop the necessary procedures and operations to achieve that future.

The Strategic Planning Committee shall include members representing all district stakeholders. Specifically, the committee shall be constituted as follows:

1. One teacher representative from Kamiah High School;
2. One teacher representative from Kamiah Middle School;
3. One teacher representative from Kamiah Elementary School;
4. One special services representative (counseling, psychologist, social worker, etc.);
5. One school principal (rotate annually);
6. One classified staff;
7. Three high school students (represent: male, female activities...);
8. One representative from the clergy;
9. One senior citizen;
10. Two business representatives (at least one Chamber member);
11. Three parents (recommendation is one K-4, one 5-8; & one 9-12);
12. Community at large from each zone (appointed by board members);
13. One member of the Indian Education Committee;
14. One member of the Technology Committee;
15. One member of the board of trustees and the superintendent, or the superintendent’s appointee, who shall serve as the ex officio members of the committee.
Strategic Planning Committee – continued

Decisions at meetings will be made by a simple majority vote.

The Strategic Planning Committee’s membership and duties will be presented annually to the Board by the superintendent. The specific duties of the committee are as follows:

1. The committee members will agree to participate with strategic planning, leadership, and managing school change.

2. The committee members shall develop a data driven strategic plan, provide leadership in implementing the plan, and will assist with assessment of the district’s efforts in achieving the plan.

3. The committee shall make decisions on the basis of simple majority vote after information is provided. All discussions will focus first on results before considering resources. All requests for resources should be made through the superintendent.

4. The committee members shall meet at least once quarterly. The meetings shall be posted in advance and open to any interested persons. Minutes will be taken at each meeting by the Committee Secretary or designee and shall be kept on file by the District Clerk.

5. The committee members shall elect a chair, co-chair, and secretary. All financial and organizational matters shall be arranged by the superintendent so that committee members may spend their time on planning tasks, discussions, and decisions.

6. Quarterly meeting minutes will be given to the board with clarification by the superintendent and board representative.

ADOPTED: 1/18/2000

REVIEWED: ________

REVISED: 7/21/2004

SECTION 1000: COMMUNITY RELATIONS
At the beginning of each school year, the district administration will notify parents of each student attending a Title I school that the parents may request, and the administration will provide on parental request, information regarding the professional qualifications of the student’s classroom teachers, at a minimum, the following:

1. Whether the teacher has met state qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.

2. Whether the teacher is teaching under emergency or other provisional status through which state qualifications for licensing criteria have been waived.

3. The teacher’s baccalaureate degree major.

4. Any other graduate certificate or degree held by the teacher, and the field of discipline of the certification or degree.

5. Whether the student is provided service by professionals and, if so, their qualifications.

**TITLE I SCHOOLS**

Additionally, Title I schools in the district must provide the parent/guardian of each enrolled student the following information in a timely manner:

1. Information on the level of achievement of the parent’s child in each of the state academic assessments.

2. Timely notice that the parent’s child had been assigned, or has been taught for four (4) or more consecutive weeks by, a teacher of a core academic subject who is not highly qualified.

**NOTICE REQUIREMENTS**

The district or school will provide the notice and the information required in this policy in a uniform and understandable written format, including alternative formats upon request, and, to the extent practical, in a language that the parents can understand.

***

**LEGAL REFERENCE**

No Child Left Behind Act, Section 1111 (h) (6)
34 CFR Part 200.61

ADOPTED: Dec. 19, 2005

REVIEWED:

REVISED: July 21, 2008
It is the policy of this district that military recruiters shall have access to secondary school students in the same manner and to the same extent as is provided to postsecondary educational institutions and prospective employers.

LEGAL REFERENCE:
Elementary and Secondary Education Act (2001)

ADOPTED: July 21, 2008

AMENDED