

**BOARD OF EDUCATION POLICY MANUAL
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*This is a required policy topic

Community Relations

Public Relations

The Superintendent or designee is the District's chief spokesperson and shall plan, implement, and evaluate a District public relations program which will:

- develop public understanding of school operation;
- gather public attitudes and desires for the District;
- secure adequate financial support for a sound educational program;
- help citizens feel a more direct responsibility for the quality of education provided by their schools;
- earn the public's good will, respect, and confidence;
- promote a genuine spirit of cooperation between the school and the community; and
- keep the news media provided with accurate information.

LEGAL REF.: 23 Ill. Admin. Code § 1.210.

ADOPTED: September 23, 1998

Community Relations

Community Use of School Facilities

School facilities are available to the community for education, civic, cultural, and other non-commercial uses consistent with the public interest when such use does not interfere with the school program or school-sponsored activities. The use of school facilities for school purposes has precedence over all other uses. Persons on school premises must abide by the District's conduct rules at all times. Student and school-related organizations and municipalities are granted the use of school facilities at no cost. Other organizations granted use of facilities shall pay fees and costs.

The Superintendent shall develop procedures to manage community use of school facilities. Use of school facilities requires the Superintendent's approval and is subject to the procedures.

- LEGAL REF.: 20 U.S.C. §7905.
10 ILCS 5/19-2.2.
105 ILCS 5/10-22.10 and 5/29-3.5.
Good News Club v. Milford Central School, 121 S.Ct. 2093 (2001)
Lamb's Chapel v. Center Moriches Union Free School District, 113 S.Ct. 2141 (1993).
Rosenberger v. Rector and Visitors of Univ. of Va., 515 U.S. 819 (1995).
- CROSS REF.: 7:330 (Student Use of Building - Equal Access), 8:25 (Distribution and Display of Community Flyers and Posters), 8:30 (Conduct on School Property)
- ADMIN. PROC.: 8:20-AP (Community Use of School Facilities)
- ADOPTED: September 23, 1998
- REVISED: May 26, 2004

Community Relations

Distribution and Display of Community Flyers and Posters

Non-school related organizations may not post or distribute any material on school property except as provided below.

Commercial publications may be posted or distributed if their purpose is to further a school activity, such as graduation, class pictures, or class rings. No information from candidates for non-students' elective office shall be posted in the school, except on election day, or distributed to students.

When permission is granted, the organization must arrange to have copies delivered to the school. Distribution of material under this policy will be done by the classroom teacher without discussion.

LEGAL REF.: Lamb's Chapel v. Center Moriches Union Free School Dist., 113 S.Ct. 2141 (1993).
 Berger v. Rensselaer Central School Corp., 982 F.2d 1160 (7th Cir. 1993).
 Hedges v. Wauconda Community Unit School Dist. No. 18, 9 F.3d 5 (7th Cir. 1993).
 Sherman v. Community Consolidated School Dist. 21, 8 F.3d 1160 (7th Cir. 1993).

CROSS REF.: 7:325

ADOPTED: September 23, 1998

Community Relations

Conduct On School Property

In addition to prohibitions stated in other District policies, no person on school property shall:

1. Injure or threaten to injure another person;
2. Damage another's property or that of the School District;
3. Violate any provision of the criminal law of the State of Illinois or town or county ordinance;
4. Smoke or otherwise use tobacco products;
5. Consume, possess, or distribute alcoholic beverages, illegal drugs, or possess dangerous weapons at any time;
6. Impede, delay, or otherwise interfere with the orderly conduct of the District's educational program or any other activity occurring on school property;
7. Enter upon any portion of school premises at any time for purposes other than those which are lawful and authorized by the Board of Education; or
8. Willfully violate other District rules and regulations.

"School property" means within school buildings, in vehicles used for school purposes, or on school grounds.

As circumstances warrant, appropriate action will be taken by the District's administrators.

LEGAL REF.: Pro-Children Act of 1994, 20 U.S.C. § 6081.
105 ILCS 5/10-20.5b and 5/24-24.

CROSS REF.: 7:190, 8:20, 8:40

ADOPTED: September 23, 1998

Community Relations

Spectator Conduct and Sportsmanship For Athletic and Extracurricular Events

Any person, including adults, who behaves in an unsportsmanlike manner during an athletic or extracurricular event may be ejected from the event the person is attending and/or denied admission to school events for up to a year after a Board of Education hearing. Examples of unsportsmanlike conduct include:

- using vulgar or obscene language;
- possessing or being under the influence of any alcoholic beverage or illegal substance;
- possessing or using tobacco and tobacco products;
- 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 or designee 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 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.: 105 ILCS 5/24-24.

CROSS REF.: 8:30

ADOPTED: September 23, 1998

Community Relations

Visitors To The Schools

The District encourages visits by Board of Education members, parent(s)/guardian(s), citizens, and taxpayers to all School District buildings. All visitors shall report to the Building Principal's office. If a parent wishes to confer with a teacher, an appointment must be made. Conferences will be held outside school hours or during the teacher's conference/preparation period.

ADOPTED: September 23, 1998

Community Relations

Accommodating Individuals With Disabilities

Individuals with disabilities shall be provided an opportunity to participate in all school-sponsored services, programs, or activities on an equal basis to those without disabilities and will not be subject to illegal discrimination. Where necessary, the District may provide to persons with disabilities separate or different aids, benefits, or services from, but as effective as, those provided to others.

The District will provide auxiliary aids and services where necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity.

Each service, program, or activity operated in existing facilities shall be readily accessible to, and useable by, individuals with disabilities. New construction and alterations to facilities existing before January 26, 1992, will be accessible when viewed in their entirety.

The Superintendent is designated the Americans With Disabilities Act, Title II Coordinator and, in that capacity, is directed to:

1. Oversee the District's compliance efforts, recommend necessary modifications to the Board, and maintain the District's final Title II self-evaluation document and keep it available for public inspection, for at least 3 years after its completion date.
2. Institute plans to make information regarding Title II's protection available to any interested party.

Individuals with disabilities should notify the Superintendent or Building Principal if they have a disability which will require special assistance or services and, if so, what services are required. This notification should occur as far as possible before the school-sponsored function, program, or meeting.

Individuals with disabilities may allege a violation of this policy or federal law by reporting it to the Superintendent, or the Title II Coordinator, or by filing a grievance under the Uniform Grievance Procedure. The Superintendent shall insert into the administrative regulations the names, addresses, and telephone numbers of the District's current Complaint Managers for the Uniform Grievance Procedure.

Complaint Managers:

Name	_____	_____
Address	_____	_____
Telephone No.	_____	_____

LEGAL REF.: Americans with Disabilities Act, 42 U.S.C. §§ 12111 et seq. and 12131 et seq.; 28 C.F.R. Part 35.

CROSS REF.: 2:260 (Uniform Grievance Procedure), 4:150

ADOPTED: September 23, 1998

Community Relations

Gifts to the District

The Board of Education accepts gifts from any education foundation or other entity or individual, provided the gift can be used in a manner compatible with the Board's educational objectives and policies. While the Board encourages unrestricted gifts, donations to fund specific projects are acceptable if the project is approved by the Board. All gifts received become the School District's property.

LEGAL REF.: 105 ILCS 5/16-1.

ADOPTED: September 23, 1998

Community Relations

Parent Organizations

The Board of Education recognizes that parent organizations are an invaluable resource to the District schools and so supports their formation and vitality. While parent organizations shall have no administrative authority and cannot determine District policy, their suggestions and assistance are always welcome.

The Building Principal or designee will serve as the advisor to parent organizations in his or her school and will serve as a resource person and provide information about school programs, resources, policies, problems, concerns, and emerging issues. Building staff will be encouraged to participate in the organizations.

ADOPTED: September 23, 1998

Community Relations

Parental Involvement

In order to assure collaborative relationships between students' families and the Board of Education and District personnel, and to enable parent(s)/guardian(s) to become active partners in education, the Superintendent shall develop administrative procedures to:

1. Keep parent(s)/guardian(s) thoroughly informed about their child's school and education.
2. Encourage involvement in their child's school and education.
3. Establish effective two-way communication between all families and the Board of Education and District personnel.
4. Seek input from parent(s)/guardian(s) on significant school-related issues..
5. Inform parents/guardians on how they can assist their children's learning.

The Superintendent shall periodically report to the Board on the implementation of this policy.

CROSS REF.: 6:250, 8:90

ADOPTED: September 23, 1998

Community Relations

Relations With Other Organizations and Agencies

The District shall cooperate with other organizations and agencies, including, but not limited to:

- County Health Department;
- law enforcement agencies;
- fire authorities;
- planning authorities;
- zoning authorities; and
- other school districts.

CROSS REF.: 4:170 (*includes* notification of child sex offenders); 5:90 (Abused and Neglected Child Reporting); 7:150 (Agency and Police Interviews)

ADOPTED: September 23, 1998

Community Relations

Public Complaints

The Board of Education is interested in receiving valid complaints and suggestions. Public complaints or suggestions shall be referred to the appropriate level staff member or District administrator. Each complaint or suggestion shall be considered on its merits.

An individual, not satisfied after following the channels of authority, may file a grievance under the Uniform Grievance Procedure. This policy shall not be construed to create an independent right to a hearing before the Board.

CROSS REF.: 2:140, 2:260 (Uniform Grievance Procedure), 3:30, 6:260

ADOPTED: September 23, 1998