

CHAPTER 9: SCHOOL-COMMUNITY RELATIONS AND INTERLOCAL AGREEMENTS

PARENT ORGANIZATIONS AND SCHOOL SUPPORT GROUPS

9.10

- I. Each school principal is encouraged to cooperate with parent and school support groups. The school principal shall be responsible for forming and assisting organizations, which are desired and necessary for the school programs; such organizations shall be kept active by the school principal for the duration of their need and encouraged to maintain accurate financial and activity records.
- II. Parent-Teacher Groups – The Board considers parent-teacher groups as auxiliaries to the public schools and not as “outside” groups. Whenever a local parent-teacher group is formed, it shall be permitted to hold its regular meetings in the school building, and it shall be the duty of the principal and the teachers of the school to further the work of the group in every way practicable. Meetings of these groups may be held in the school building with the permission of the school principal without the necessity of the lease required of “outside” group. These groups should operate under approved by laws and rules of order.
- III. Booster Clubs – It shall be the policy of the Board to work with and encourage the support of band, academic, and athletic booster clubs.
 - A. All boosters’ club activities shall be authorized by and coordinated with the school principal.
 - B. All funds shall be accounted for by the school principal; all purchases shall be approved by the school principal.
 - C. Booster clubs shall not directly or indirectly supplement the pay of band directors, coaches, advisors, or any other school employees.
 - D. All decisions concerning personnel employed by the Board shall be strictly reserved as a Board matter and shall not be the prerogative of booster clubs.
 - E. Any person paid solely by a citizen group must be approved by the Board prior to being permitted to work with students in the local schools.
- IV. The Board shall appoint a Title I advisory council, a career-technical council, and other appropriate parent advisory committees/councils as needed.

STATUTORY AUTHORITY:
LAW(S) IMPLEMENTED:
ALABAMA ADMINISTRATIVE PROCEDURE ACT:
HISTORY:

CODE OF ALABAMA 16-1-30,
16-8-8, 16-11-9, 16-12-3, 36-25-1, et.seq.

ADOPTED: 03/08/07
REVISION DATE(S): 03/08/07
FORMERLY: DFGA, LE, LEB, LEF

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FAMILY AND SCHOOL PARTNERSHIP FOR STUDENT ACHIEVEMENT

9.15

- I. The School System and each school principal are encouraged to strengthen family involvement and family empowerment in the school. The system will coordinate and integrate parental involvement strategies with school improvement. Title I, Title II, Title III, Title IV, Title V, community involvement programs, business partnerships, and other community involvement activities. Parents will be afforded substantial and meaningful opportunities to participate in the education of their children.
- II. The system will provide the coordination, technical assistance, and other support necessary to assist schools in planning and implementing effective and comprehensive parent involvement programs which include the following:
 - A. Communication between home and school is regular, two-way and meaningful.
 - B. Communication between home and school includes conferences, telephone conversations, parent involvement meetings, written resource materials, community and system-wide surveys and needs assessments.
 - C. Responsible parenting is promoted and supported.
 - D. Family literacy and parenting skills are emphasized.
 - E. Parents play an integral role in assisting student learning.
 - F. Parents help their children meet challenging state and local content and achievement standards.
 - G. Parents are welcome in school and their support and assistance are sought.
 - H. Opportunities to volunteer are frequently communicated.
 - I. Parent participation on adversary committees strengthens program review planning and improvement.
 - J. Parents are full partners in the decisions that affect children and families.
 - K. Community resources are utilized to strengthen school programs, family practices and student learning.
- III. The System will communicate parental choices and responsibilities to parents.
- IV. The System will provide professional development opportunities for staff members to enhance understanding of effective parent involvement strategies through the professional development plan.

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- V. The System will conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this policy.
 - A. To determine the effectiveness of increasing parent participation;
 - B. To identify barriers to greater parent participation; and
- VI. To report the findings to the State Department of Education.
- VII. The System will use the findings of the evaluations in designing strategies for school improvement and revising, if necessary, the parent involvement policies.

STATUTORY AUTHORITY:
LAW(S) IMPLEMENTED:
ALABAMA ADMINISTRATIVE PROCEDURE ACT:
HISTORY:

**CODE OF ALABAMA 16-1-30,
16-8-8, 16-11-9, 16-12-3
NO CHILD LEFT BEHIND ACT OF 2001
ADOPTED: 03/08/07
REVISION DATE(S): 03/08/07
FORMERLY: IHAD, JFAC**

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PUBLIC INFORMATION/RELATIONS

9.20

Because the schools belong to the people who created them by consent and who support them by taxation, it is the declared intent of the School Board:

- I. To keep the citizens adequately informed through appropriate channels of communication on policies, programs, problems, needs, and the planning of the school system and to carry out this policy through its own efforts and the office of the Superintendent.
- II. To seek advice and opinion of the people of the community.
- III. To require staff members to cooperate in keeping the public informed of all newsworthy events which would be of interest or concern to the citizens and which would promote the welfare of the school system, provided that any news release by a particular school be approved by the principal and that any release to the System as a whole shall be approved by the Superintendent.
- IV. Media requests for interviews and photographs of students will be denied unless parental permission is given.

STATUTORY AUTHORITY:

LAW(S) IMPLEMENTED:

ALABAMA ADMINISTRATIVE PROCEDURE ACT:

HISTORY:

CODE OF ALABAMA 16-1-30

16-3-11, 16-8-8, 16-11-9, 16-12-2

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REVISION DATE(S): 03/08/07

FORMERLY: NEW

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USE OF FACILITIES

9.30+

- I. General Policy
 - A. The Board believes the functions of school buildings and grounds should be to accommodate approved school programs for students and to assist in meeting the educational, cultural, civic, social and recreational needs of communities.
 - B. Use of school buildings by the community shall be considered a secondary function and shall be scheduled at times, which do not interfere with regular school activities.
- II. Use Agreement – The Board shall direct the Superintendent to develop administrative rules and regulations governing the use of school facilities. The use of school facilities by individuals or groups shall be governed by a signed use agreement between the individual or group and the Board. The use agreement shall contain, but is not limited to, the following:
 - A. A “hold harmless” statement having the effect of holding the Board free from any liability arising from the negligence of the party using the facilities.
 - B. A statement requiring, with limited exception, any person or group leading the school facilities to purchase liability insurance indemnifying the Board and its members as additional insured. A certificate verifying the purchase of such insurance should be presented to the board at least twenty-four(24) hours prior to use of the facilities.
 - C. A statement that the individual or group lessee shall assume all responsibility for damage and/or maintenance expenses invested in the building, directly or indirectly resulting from lessee’s use.
- III. The board owned or controlled facility will not be used in any manner not covered under liability insurance purchased by the Board.
- IV. Limited Open Forum – Equal Access
 - A. Non-curriculum related student organizations shall have the same opportunity to use school facilities as any other student organizations, regardless of religious, political, philosophical, or other content of the speech at such meetings, subject to the right and obligation of the Board to maintain order and discipline on school premises and to protect the well-being of students and faculty.

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- B. The principal of the school may approve use of the school facility by a non-curriculum related student organization provided that:
1. The meeting occurs during non-instructional time and it attended by a school employee who shall provide general supervision.
 2. The meeting is voluntary and student-initiated. Only students enrolled in the school may request the meeting.
 3. The meeting is not sponsored by the school, the Board, or employee thereof.
 4. The presence of school authorities or Board employees at any religious meeting is non-participatory in nature. The presence of school employees is for observation only.
 5. The meeting does not interfere with regular instructional activities of the school.
 6. The meeting shall not be directed, conducted, controlled or regularly attended by non-school persons.
 7. The non-curriculum related student group shall not use the school name, school mascot name, or any name that might imply school sponsorship.
- C. No school employee shall be compelled to attend a meeting of any student organization if the content of the speech at such meeting is contrary to the beliefs of the employee.
- D. Any student organization seeking to meet on school property during non-instructional time shall submit a written application to the school principal. Application shall include the following information:
1. The name of the organization.
 2. A general statement of the purpose of the organization.
 3. A description of the qualification for membership, if any.
 4. A statement that the students understand and agree to comply with this equal access policy, and
 5. A proposed schedule of meetings and activities
- E. The principal shall deny approval to any organization whose purposes, qualifications for membership, or proposed activities are unlawful.
- F. Failure to comply with this policy shall be grounds for revocation of the right to continue to conduct meetings under this policy.

STATUTORY AUTHORITY:

LAW(S) IMPLEMENTED:

ALABAMA ADMINISTRATIVE PROCEDURE ACT:

HISTORY:

CODE OF ALABAMA 16-1-30,

16-1-25, 16-8-8, 16-10-11, 16-12-9, 16-11-11,

16-11-12, 16-12-3(A)

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FORMERLY: KG

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USE OF MAILBOXES AND BULLINTIN BOARDS

9.30.1

The policy of the board shall be as follows: The Professional Association of Attalla Educators (PAAE) and The Attalla Educational Support Professionals (Attalla ESP) have the privilege of using the School System’s mailboxes and bulletin boards to aid in the dissemination of nonpartisan printed materials and appropriate notices concerning activities of the association.

STATUTORY AUTHORITY:
LAW(S) IMPLEMENTED:

CODE OF ALABAMA 16-1-30
16-9-18, 16-12-7

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FORMERLY: EBLL

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ADVERTISING IN SCHOOLS

9.40

School facilities shall not be used for advertising or otherwise promoting the interests of any commercial, political, or other non-school agency or individual organization; nor shall School Board employees or students be employed in such a manner. Advertising on school buses shall be prohibited. The following are exceptions:

1. School officials, with the Superintendent's approval, may cooperate with any governmental agency in promoting activities in the general public's interest or may cooperate in furthering the work of any non-profit community-wide social service agency, provided that such cooperation does not restrict or interfere with the educational program of the school and is non-partisan and non-controversial.
2. A school may use film or other educational materials which contain advertising. The film or material shall be carefully evaluated by the school principal for classroom use to determine whether the film or material contains undesirable propaganda.
3. The superintendent may announce or authorize to be announced any lecture or community activity of particular educational merit.
4. Demonstrations of educational materials and equipment shall be permitted with the principal's approval.
5. Schools may utilize athletic facilities for commercial advertising to support school programs. The principal shall maintain approval rights on the content and form of such advertising. Money collected from these commercial advertisements shall be deposited into the proper internal account.

STATUTORY AUTHORITY:
LAW(S) IMPLEMENTED:

CODE OF ALABAMA 16-1-30
16-8-8, 16-11-9, 16-12-3

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FORMERLY: KJ

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DISTRIBUTION OF LITERATURE AND MATERIALS TO STUDENTS	9.50
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- I. Literature or materials, which originate from out-of-school sources, shall be approved by the Superintendent or designee prior to distribution to students.

- II. The principal shall prohibit all forms of canvassing or soliciting of teachers or students on school premises during school hours except as otherwise approved in writing by the Superintendent. No literature or materials from out of school sources shall be distributed to homes by students without the approval of the Superintendent or designee. Student or school surveys by outside groups or organizations require the approval of the Superintendent or designee.

STATUTORY AUTHORITY:

LAW(S) IMPLEMENTED:

CODE OF ALABAMA 16-1-30

16-8-8, 16-11-9, 16-12-3

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FORMERLY: ICC

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VISITORS

9.60+

Any person entering the premises of a school shall report to the principal or designee and make known the purpose of the visit.

- I. This policy does not apply to routine deliveries or scheduled maintenance visits.
- II. The Superintendent or designee shall develop a plan for visible identification of visitors or other persons who are not students or employees of the school and shall periodically provide the School Board with the details of this plan.
- III. A student not enrolled in the school or student not accompanied by a parent/guardian is prohibited from visiting a school unless otherwise approved by the principal.
- IV. Parents/guardians are invited to visit the schools. To avoid interrupting the daily programs, the parent should request a conference for after school hours or during a teacher's planning period. Parent/guardian are encouraged to plan such conferences with teachers and shall sign in at the principal's office and be issued a visitor's badge at the time they arrive on the campus.
- V. Any person who enters or remains upon school property without legitimate purpose may be found to be trespassing, subject to arrest and penalties as defined by statutes.
- VI. **No adult sex offender, after having been convicted of a sex offense involving a minor, shall enter into the property of an Attalla City School while school is in session or attend any Attalla City School activity unless the adult sex offender does all of the following:**
 - A. **Notify the principal or the school, or his/her designee, before entering onto the property or attending the school activity;**
 - B. **Immediately reports to the principal of the school, or his/her designee, upon entering the property or arriving at the school activity; and**
 - C. **Complies with any procedures established by the school to monitor the whereabouts of the sex offender during his or her presence on the school property or at a school activity.**

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LEGISLATIVE ACT 214-421

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FORMERLY: JGJ, KM, JFAD

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RELATIONS WITH GOVERNMENTAL AUTHORITIES

9.70

- I. The Board will cooperate with local, state, and federal organizations and agencies when it is in the best interest of the system.
- II. The Superintendent may initiate or accept proposals and requests for cooperative endeavors; final action shall be subject to Board review and approval.
- III. Community relations of a continuing nature may be temporarily approved by the Superintendent if they involve no cost to the system and will neither disrupt the school system nor involve substantial use of facilities or personnel.
- IV. Formal agreements shall require Board approval. The Board shall also review and approve major cooperative agreements or arrangements between other school systems, colleges, universities, correctional schools, or other educational organizations.
- V. Guidelines related to joint activities and requests for cooperation shall address costs which may be incurred, the extent of school personnel involvement, and prior agreements or arrangements with the same or similar organizations.

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FORMERLY: LDA, LDAI, KD

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OUTSIDE AGENCY GRANTS

9.71

It shall be the policy of the Board to use grants sent by outside agencies to support those clubs, organizations, and entities that are sponsored by the Attalla City School System.

STATUTORY AUTHORITY:

LAW(S) IMPLEMENTED:

ALABAMA ADMINISTRATIVE PROCEDURE ACT:

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REVISION DATE(S):

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PUBLIC GIFTS TO SCHOOLS

9.80

The Board may receive gifts, which may serve to enhance and extend the work of the schools.

- I. Equipment contributed to the school becomes the property of the Board and is subject to the same controls and regulations that govern the use of other Board property.
- II. Contributions of equipment or services that may involve major costs for installation or maintenance, or continuing financial commitments from school funds shall be presented by the Superintendent to the Board for consideration and approval.
- III. Individuals or organizations desiring to contribute supplies or equipment shall consult with school officials regarding the acceptability of such contributions in advance of the contribution.
- IV. All administrators in a position to receive gifts in the mane of a school or the school system shall apply a test of “reasonableness” to the gift. Reasonableness may be defined as anything that might not construed to influence the decision makers in the purchase of school-related goods and services.

STATUTORY AUTHORITY:

LAW(S) IMPLEMENTED:

CODE OF ALABAMA 16-1-30

**16-3-29, 16-3-30, 13-3-31,
16-8-8, 16-11-9, 16-11-11, 16-12-3**

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FORMERLY: DJEL, KH

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PUBLIC COMMENTS

9.90

- I. Comments - Constructive comments regarding the schools are welcomed by the Board when motivated by a sincere desire to improve the quality of the educational program or to equip the schools to do their tasks more effectively. The Board has, however, confidence in its professional staff and desires to support their actions so that they may be free from unnecessary, spiteful or negative criticism or complaint. Therefore, when a complaint is made to the Board or an individual, it will be referred to the school administration for possible resolution.

- II. Procedure
 - A. The board advises the public that the proper channeling of complaints involving instruction, discipline, learning materials or other school matters is as follows:
 1. Teacher
 2. Principal
 3. Superintendent
 4. Board of Education

 - B. The Board will consider hearing citizens' complaints when they cannot be resolved by the administration. Matters referred to the Board must be in writing and should be specific in terms of the action desired. The Board will not consider or act on complaints that have not been explored at the appropriate administrative level. Complaints which involve the "good name" or "character" of an individual shall be heard in executive session.

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