

# **IV. Community and Other Organization Relations**

## 4.11 Community Relations - Involvement in the District

Adopted: (date of adoption)

Revised: (date of latest revision and approval)

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**Policy Objectives:** It is the intent of the Board to ensure that the community is involved in the decision-making of the district.

A. For the purposes of regular meetings of the Board, the Board shall meet at the most convenient public facility in the school district. If a public facility is not available within the district, the Board may meet at any available public facility that is convenient to all Board members, regardless of the county or school district in which the facility is located.

B. The Board shall prescribe rules for its own government. It shall hold a regular meeting at least once each month during the regular school year and may hold other meetings as often as called. If action has been taken and documents approved at a meeting, they may be signed subsequently by individual Board members.

**LEGAL REF.:**

A.R.S.

15-321

Last Revision Date: June 25, 2022

## 4.12 Community Relations – Ballot Initiatives

Adopted: (date of adoption)

Revised: (date of latest revision and approval)

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**Policy Objectives:** It is the intent of the Board to be in compliance with all Arizona Revised Statutes regarding ballot initiatives.

A. The Board will provide factual information to the public about priority needs.

B. The Board and District may not use District funds to advocate "yes" votes on ballot initiatives.

**LEGAL REF.:**

A.R.S.

15-481

15-482

15-491

15-493

A.G.O.

179-192

183-117

Last Revision Date: June 25, 2022

## 4.13 Community Relations – Gifts, Grants and Donations

Adopted: (date of adoption)

Revised: (date of latest revision and approval)

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**Policy Objectives:** It is the intent of the Board to reserve the right to refuse or accept gifts and donations to the District.

A. The Superintendent will report to the Board all gifts that have been offered to the District, for their review and action.

B. The Board has the authority to refuse or accept gifts, grants and donations to the District.

C. The Superintendent shall credit the gifts, grants or donations as designated in the uniform system of financial records.

**LEGAL REF.:**

A.R.S.

15-341

15-1224

A.G.O.

180-156

Last Revision Date: June 25, 2022

## 4.14 Community Relations - Communications

Adopted: (date of adoption)

Revised: (date of latest revision and approval)

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**Policy Objectives:** It is the intent of the Board to keep the public informed in all aspects of District operations with accurate, timely and reliable information to achieve cooperation with the community to further improve the District.

A. The Superintendent has the responsibility to develop procedures to keep the public informed with specific, accurate, and timely information.

B. The Superintendent will develop procedures for staff to communicate directly with the parents or legal guardians of a particular student in areas affecting that student's academic progress or safety.

**LEGAL REF.:**

A.R.S.

15-342

Last Revision Date: June 25, 2022

## 4.15 Community Relations - Use of District Assets

Adopted: (date of adoption)

Revised: (date of latest revision and approval)

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**Definitions:** “Reasonable Use Fee” means an amount that is at least equal to the cost for utilities, services, supplies or personnel provided to the lessee pursuant to the terms of the lease.

**Policy Objectives:** It is the intent of the Board to strive to maximize legal use of the taxpayer to taxpayer funded assets.

A. A person acting on behalf of a school district or a person who aids another person acting on behalf of a school district shall not spend or use school District resources, including the use or expenditure of monies, accounts, credit, facilities, vehicles, postage, telecommunications, computer hardware and software, web pages, personnel, equipment, materials, buildings or any other thing of value of the District, for the purpose of influencing the outcomes of elections.

1. Notwithstanding this section, the District may distribute informational pamphlets on a proposed budget override election as provided in section 15-481, or informational pamphlets on a proposed bond election as provided in section 15-491, if those informational pamphlets present factual information in a neutral manner, except for those arguments presented as prescribed in section 15-481.

B. Nothing in this policy precludes a District from reporting on official actions of the Board.

C. District resources, including facilities and equipment, may be used for government-sponsored forums or debates if the government sponsor remains impartial and the events are purely informational and provide an equal opportunity to all viewpoints.

D. The rental and use of a public facility by a private person or entity that may lawfully attempt to influence the outcome of an election is permitted if it does not occur at the same time and place as a government-sponsored forum or debate.

E. The Superintendent, with Board approval, may lease District property, including school buildings, grounds, buses and equipment, to any person, group or organization for any lawful purpose, including recreational, educational, political, economic, artistic, moral, scientific, social, religious or other civic or governmental purpose in the interest of the community, including extended day resource programs.

F. The Superintendent shall charge a reasonable use fee for the lease of the school property, which may include goods contributed or services rendered by the person, group or organization to the District.

C. The Superintendent, with the approval of the Board, may permit the uncompensated use of school buildings, grounds, buses, equipment and other school property by any school related group, including student political organizations, or by any organization whose membership is open to the public and whose activities promote the educational function of the school district as determined in good faith by the Board.

H. A person, group or organization that is otherwise eligible to lease District property shall not be denied use of or charged differentiated fees for District property on the basis of the person's, group's or organization's beliefs, expression of beliefs or exercise of the rights of association that are protected under the laws of this state, the Constitution of Arizona, the laws of the United States or the United States Constitution.

I. The Board shall annually approve a reasonable use fee schedule for the lease of school property. The fee schedule shall include a designation of the persons, groups or organizations that shall have uncompensated use of the District property, and a procedure for determining the value of goods and services being provided as compensation for the use of District property.

J. The Superintendent shall require proof of liability insurance for such use or lease of school property.

K. The lessee of school facilities must affirm knowledge of and enforce the requirements and restrictions set out in Chapter 28.1 of A.R.S. Title 36 related to medical marijuana.

**LEGAL REF.:**

A.R.S.

15-481

15-491

15-511

15-1105

36-2801 et seq., Arizona Medical Marijuana Act

Last Revision Date: June 25, 2022

## 4.16 Community Relations - Visitors

Adopted: (date of adoption)

Revised: (date of latest revision and approval)

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**Policy Objectives:** It is the intent of the Board to properly safeguard students and staff and minimize disruption to the academic learning environment.

A. The Superintendent shall establish procedures for persons other than District staff or students to enter District property.

1. Any person, present on District property, after a reasonable request to leave shall be removed from District property unless:
  - a. The person has a reason or relationship involving custody of or responsibility for a student.
  - b. The person has any other specific legitimate reason for being there.
  - c. The person has written permission to be there from a District representative.
2. A person who enters District property may be required to display the person's driver's license or another form of identification containing the person's photograph issued by a governmental entity.
3. The District may establish an electronic database for the purpose of storing information concerning visitors to district campuses. Information stored in the electronic database may be used only for the purpose of school district security and may not be sold or otherwise disseminated to a third party for any purpose.
4. The District may verify whether a visitor to District property is a sex offender.
5. The Superintendent will develop procedures regarding action to be taken when a visitor is identified as a sex offender.

B. No person shall engage in conduct that may cause interference with or disruption of district business or the education of children. A person commits interference with or disruption by:

1. Intentionally, knowingly or recklessly interfering with or disruption of the normal operations of the District by either:
  - a. Threatening to cause physical injury to any employee or student or any person on District property.
  - b. Threatening to cause damage to the District, the property of the District, or the property of any person attending the District.
2. Intentionally or knowingly entering or remaining on District property for the purpose of interfering with or denying lawful use of the property to others.
3. Intentionally or knowingly refusing to obey a lawful order given by the Superintendent or a person designated to maintain order.

C. A person may also interfere with or disrupt the District function by committing any of the following:



1. Any conduct intended to obstruct, disrupt, or interfere with teaching, research, service, administrative, or disciplinary functions or any activity sponsored or approved by this Board.
2. Physical or verbal abuse or threat of harm to any person on property owned or controlled by the District or at supervised functions sponsored by the District.
3. Forceful or unauthorized entry to or occupation of District facilities, including both buildings and grounds.
4. Illicit use, possession, distribution, or sale of tobacco, alcohol, or drugs, other controlled substances, or other illegal contraband on District property or at school-sponsored functions.
5. Use of speech or language that is offensive or inappropriate to the limited forum of the public school educational environment.
6. Failure to comply with the lawful directions of District officials or of District security officers or other law enforcement officers acting in performance of their duties, and failure to identify oneself to such officials or officers when lawfully requested to do so.
7. Knowingly violating a District rule and regulation. Proof that an alleged violator has a reasonable opportunity to become aware of such rules and regulations shall be sufficient proof that the violation was done knowingly.
8. Any conduct constituting an infraction of any federal, state, or city law or policy or regulation of the Board.
9. Carrying or possessing a weapon on school grounds unless the individual is a peace officer or has obtained specific authorization from the appropriate school administrator.

D. Any member of the general public considered by the Superintendent, or a person authorized by the Superintendent, to be in violation of these rules shall be instructed to leave the property of the District. Failure to obey the instruction may subject the person to criminal proceedings pursuant to A.R.S. § 13-2911 and to any other applicable civil or criminal proceedings, or to tribal ordinance.

**LEGAL REF.:**

A.R.S.

13-709

13-2905

13-2911

13-3102

13-3411

15-341

15-342

15-507

35-802

36-2801 et seq.

Last Revision Date: June 25, 2022

## 4.17 Community Relations - Public Solicitation

Adopted: (date of adoption)

Revised: (date of latest revision and approval)

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**Policy Objectives:** It is the intent of the Board to safeguard the students and their parents from money-raising plans of outside organizations, commercial enterprises, and individuals

A. District employees shall not influence parents or students to purchase merchandise, except for materials approved by the Superintendent for use in the classroom.

B. Solicitation of employees and/or students by any profit, nonprofit, or charitable groups, institutions, or organizations must have the advance approval of the Superintendent.

C. The District shall not use an automated system that plays recorded messages or sends text messages to solicit persons to purchase goods or services or requests survey information.

D. This policy shall apply particularly to ticket sales and sales of articles or services except those directly sponsored by school authorities or school organizations.

**LEGAL REF.:**

A.R.S.

13-2919

Last Revision Date: June 25, 2022

## 4.18 Community Relations - Relations with Other Organizations

Adopted: (date of adoption)

Revised: (date of latest revision and approval)

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**Policy Objectives:** It is the intent of the Board to cooperate with state educational agencies, colleges, universities, and other recognized research agencies in promoting potentially useful research to achieve the best academic outcomes for students, subject to the restrictions in this policy.

A. The Superintendent may cooperate with colleges, universities, and other recognized research agencies in promoting potentially useful research.

B. The Superintendent will develop procedures to ensure the requests are of educational value and do not create an undue burden on District staff.

C. Data derived from school records, interviews, or questionnaires that have potential for invasion of the privacy of students or their families must have advance written authorization of parents or guardians even though the collecting and reporting of data are to be conducted under conditions of anonymity.

D. Instructional activities will not be interrupted.

E. All research data collected from District students and employees are the property of the District.

F. A waiver from any administrative rule may be requested, in accord with A.A.C. R7-2-801, by submitting such request to the State Superintendent of Public Instruction for approval by the State Board of Education. Such request shall include, at a minimum, the following:

1. Evidence that the school or the District is currently in compliance with all state laws and State Board of Education rules.
2. A statement identifying goals that will be accomplished and how the waiver will assist in enhancing school improvement.
3. A three-year plan for school improvement.
4. Identification of the specific rules for which the waiver is requested.
5. Evidence of a public hearing held by the school or the District that provided for parental and public involvement and input into the proposed three (3) year plan.

G. A school within the District, as represented by the principal, may request approval of a waiver by submitting to the District Superintendent a proposal containing the minimum requirements as indicated above.

H. Proposals submitted by a school will be forwarded by the Board to the State Superintendent of Public Instruction within thirty (30) days.

I. A waiver approved by the State Board of Education may be renewed.

J. A completed renewal request may be submitted to the Superintendent. The Board will forward such renewal request to the State Superintendent of Public Instruction within thirty (30) days from receipt.

K. The Superintendent shall arrange for the supervision and training of an appropriate and reasonable number of student teachers and interns each year and to establish procedures for such activity.

1. Before providing services directly to students, a person in a teacher preparation program who participates in a student teaching or other field experience shall obtain a fingerprint clearance card.

**LEGAL REF.:**

A.R.S.

11-952

15-141

15-203

15-205

15-239

15-342

15-365

15-534

15-1371

15-1640

15-1641

A.A.C.

R7-2-801

Last Revision Date: June 25, 2022

## 4.21 Public - Meetings and Records

Adopted: (date of adoption)

Revised: (date of latest revision and approval)

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**Definitions:** “Public records” means any recorded information that is made, maintained, or kept by, or is in the possession of, the District.

**Policy Objectives:** It is the intent of the Board that business of the District will be conducted in open meetings, except as exempted by law.

A. The official business of the Board shall be conducted in open meetings (except as exempted by law), which the press, the public, and school employees are welcome to attend, and at which time communications, both verbal and written, may be received and considered when placed on the agenda.

B. The Board will maintain written minutes and, additionally, video/audio tape record of all meetings which will be considered public record, (except as exempted by law).

C. Public records of the District will be open for inspection by any person as provided by law.

D. Requests for access to records shall be made in writing and directed to the office of the Superintendent.

E. All persons requesting inspection and/or copying of public records must attest that they have not requested the public records of the District for a commercial purpose. If the records are requested for a commercial purpose, the requester must provide a statement, verified by the requester, setting forth the commercial purpose for which the materials will be used.

F. The Superintendent must permit access to, or provide for the copying of, the records requested within a reasonable period of time following receipt of the signed request or will provide an explanation of a cause for further delay and will give notification of the time the records will be available, or, if access is denied, the Superintendent will provide a written statement of the grounds for denial.

G. Requirements of access and inspection apply only to existing records and do not require creation of new records. Public inspection of a document that otherwise would be a public record may be denied by the Superintendent if:

1. the record is made confidential by statute
2. the record involves the privacy interests of persons

### **LEGAL REF.:**

A.R.S.

38-431 to 38-431.09

**LEGAL REF.:**

39-101

39-103

A.G.O.

183-006

184-179

185-023

186-090

191-004

Last Revision Date: June 25, 2022

## 4.22 Public - Smoking on District Property

Adopted: (date of adoption)

Revised: (date of latest revision and approval)

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**Policy Objectives:** It is the intent of the Board to prohibit the use of tobacco products on/in District property.

A. The possession or use of tobacco products is prohibited in the following locations:

1. District grounds
2. District buildings
3. District parking lots
4. District playing fields
5. District buses and vehicles
6. Off-campus school sponsored events

B. Under the provisions of A.R.S. 36-798.03, a person who violates the prohibition is guilty of committing a petty offense.

C. The prohibitions do not apply to an adult who employs tobacco products as a necessary component of a school sanctioned tobacco prevention or cessation program established pursuant to ARS 15-712.

D. No person shall, except as authorized by A.R.S. § 36-2801 et seq.: shall possess or engage in the use of medical marijuana in or on district property, including, but not limited to:

1. A school bus
2. The grounds of any preschool or primary or secondary school

### **LEGAL REF.:**

A.R.S.

15-341

15-712

36-2801

36-2802

36-798.03

20 U.S.C. 6083, 7281, 7183

Last Revision Date: June 25, 2022

## 4.23 Public - Promotional Materials

Adopted: (date of adoption)

Revised: (date of latest revision and approval)

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**Policy Objectives:** It is the intent of the Board to authorize the District to distribute or disseminate non-school promotional material of nonprofit organizations that provide education or enrichment activities and instruction for school age children.

A. The Board does not authorize the distribution or dissemination of any material that would promote a program, activity or event that does not provide education or enrichment activities for school age children.

B. The Superintendent shall develop procedures regarding distribution and posting of promotional materials.

### **LEGAL REF.:**

A.R.S.

15-110

20 U.S.C. 9134, The Children's Internet Protection Act

47 U.S.C. 254, Communications Act of 1934 (The Children's Internet Protection Act)

Last Revision Date: June 25, 2022



## 4.24 Public - Advertising

Adopted: (date of adoption)

Revised: (date of latest revision and approval)

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**Definitions:** “Propaganda” means ideas, facts, or allegations spread deliberately to further a cause or to damage an opposing cause.

**Policy Objectives:** It is the intent of the Board to prohibit advertising on District property that is used for propaganda purposes.

A. Advertising is permitted:

1. In student publications
2. On school buses
3. At athletic facilities
4. On the District website or school websites

B. Advertisements shall be age appropriate and not contain promotion of any substance that is illegal for minors, such as alcohol, tobacco and drugs, or gambling. Advertisements shall comply with the state sex education policy of abstinence.

C. Advertising to promote the merit of any product by brand name or trademark are prohibited.

D. In matters of question relating to the appropriate content of advertising in schools, the Board maintains discretion to decline specific advertisements.

**LEGAL REF.:**

A.R.S.  
15-342

Last Revision Date: June 25, 2022

## 4.25 Public - Media Relations

Adopted: (date of adoption)

Revised: (date of latest revision and approval)

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**Policy Objectives:** It is the intent of the Board to maintain a positive relationship between the District and the media.

A. The Superintendent shall provide information to the media concerning the programs and activities of the District as well as matters pending before the Board.

B. The Superintendent is responsible for developing procedures for communication with the media.

Last Revision Date: June 25, 2022

## 4.31 Relations With Other Organizations

Adopted: (date of adoption)

Revised: (date of latest revision and approval)

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**Policy Objectives:** It is the intent of the Board to cooperate with other organizations where not expressly prohibited by law, where not disruptive to students, and where not overly exhaustive of taxpayer dollars.

A.The Board, by direct contract or agreement, may contract for services and may enter into agreements with one another for joint or cooperative action or may form a separate legal entity, including a nonprofit corporation, to contract for or perform some or all of the services specified in the contract or agreement or exercise those powers jointly held by the contracting parties.

B.The Board may release pupil attendance, disciplinary and other educational records to a law enforcement agency and county attorney and other state, local or tribal government agency pursuant to an intergovernmental agreement for the purpose of:

- 1)Providing appropriate programs and services to intervene with juveniles currently involved in the juvenile justice system.
- 2)Providing appropriate programs and services designed to deter at-risk juveniles from dropping out of school or other delinquent behavior.
- 3)Increasing the safety and security of the community and its children by reducing juvenile crime.

C.Educational records provided pursuant to an intergovernmental agreement shall be used solely for the purposes of the agreement and shall not be disclosed to any other party, except as provided by law.

### **LEGAL REF.:**

A.R.S.

11-952

15-203

15-239

15-141

15-205

15-342

15-365

A.A.C.

R7-2-801

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