

PARK COUNTY SCHOOL DISTRICT #6
BOARD OF EDUCATION POLICY

CODE: KA

SCHOOL-PARENT-COMMUNITY RELATIONS AND GOALS

The Board believes that:

- the education of students is best served through the cooperative efforts of students, parents, district staff, and community members;
- parents should be active participants in education by demonstrating interest in and support for their school and the district, by becoming informed about their role as partners in education and by becoming involved in the education of their children; and
- community members should assist in the development of responsible citizens through appropriate involvement in the education of children.

In support of this belief, the Board is committed to the concept that meaningful involvement of parents and community members is desirable in public schooling, and that involvement will vary from one person to the next and from school to school.

The Board may, from time to time, seek the advice of groups or individuals on matters of concern to the district.

The Board expects all district staff to demonstrate commitment to the involvement of parents and community members in education.

Adopted: 1/20/98

PARK COUNTY SCHOOL DISTRICT #6
BOARD OF EDUCATION POLICY

Code: KBDA

PARENT INVOLVEMENT POLICY
(TITLE I SCHOOLS)

The No Child Left Behind Act (NCLB Act) expands parents' vital role in their children's education. NCLB requires that all school districts that receive Title I funds have a written parent involvement policy. This policy shall be developed jointly with and agreed upon by both educators and parents. It shall be provided to parents and educators of children participating in Title I programs. This policy shall be evaluated annually to determine that worthwhile strategies to encourage and maintain parental involvement are in place. This policy sets forth how the District will involve parents in developing its Title I plan and how parents will be informed of ways they can be included in decision-making for the program. The intent of this policy is to involve parents as partners in the process of school review and improvement, in activities to improve student academic achievement and school performance, and to have an integral role in assisting in their child's learning. Meaningful efforts will be made to ensure involvement, along with community members and "mainstream" students' parents, parents of students with disabilities, limited English proficiency, or other categories often needing supplemental assistance in order to attain proficient levels of achievement.

The District shall annually, by the end of September, through newsletters to parents, website postings, media reporting, and building-level Parent Advisory Committee meetings, inform parents regarding the status of District schools as it relates to the Elementary and Secondary Education Act (ESEA) "No Child Left Behind" (NCLB)'s Adequate Yearly Progress (AYP) requirement, and of consequences for those schools identified as not meeting AYP requirements. Parents shall be notified of:

- a. their right to examine staff members' qualifications related to the NCLB "highly qualified" requirement.
- b. their rights regarding their child's attendance site or participation in programs focused on school improvement, for those schools not making AYP for two consecutive years;
- c. assurances that all students in the District shall be involved with state-required assessment, with alternate assessments or exclusions only as allowed under Wyoming Department of Education guidelines;
- d. the District's commitment to offering training annually, to parents, related to activities in the home which reinforce student progress in such areas as reading, mathematics, science, self-esteem, and others;
- e. their right to be informed about progress and to be involved with decision-making regarding their child's educational program, and in a language appropriate to their circumstances;
- f. Consolidated Grant resources available for use in parent activities including training, out-of-district school site visitations, and support for meeting expenses including child care, transportation, and supplies;
- g. that the District shall provide opportunities for parents to meet individually with staff, at times as convenient as practicable, to discuss student progress and concerns. Evening sessions often allow more extensive parent participation, due to constraints resulting from employment considerations. Parents will be informed of internet-based, secure information which they may retrieve, on a daily basis if so desired.
- h. their right, if they are home-schooling parents, to have access to federally-funded programs such as Title I, Special Education, and staff development training, and that their children may participate in annual state-mandated assessments;
- i. requirements as mandated by State standards, State assessments, and requirements for graduation.

District Title I Parent Advisory Council

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A District Title I Parent Advisory Council, composed of parents from each of the District's Title I schools, shall meet a minimum of twice annually with the District Title I Director and Title I staff to address the areas described below. The required meetings shall occur in October and May, following building-level meetings in September and April.

October:

1. Review of present implementation progress from previous May's planning and parent input.
2. Information regarding training opportunities for parents and staff.
3. Review of current priorities and solicitation from parents for additional considerations.
4. Review reports from building-level meetings and consider for adoption recommendations from those meetings.
5. Make recommendations having the intent of encouraging parent participation in Title I-related activities.

May:

1. Review parent training activities from the present school year, and make recommendations regarding their continuation, expansion, or modification.
2. Provide input into the proposed Title I activities for the following school year, under the Consolidated Grant application prepared annually in June.
3. Recommend additional parent training activities for the next school year.
4. Report on parent input at the building level to school improvement planning, particularly for schools not making AYP.
5. Review the District's Parent Involvement Policy for content and effectiveness of the policy in improving the quality of District Title I schools. Recommendations will be made, if necessary, for changes.

Building Level Parent Involvement

Each Title I school shall have a committee composed of parents of Title I students, which shall meet a minimum of twice annually (September and April) with building Title I staff and administration. Each such committee shall select the parent representative(s) who will serve on the District Title I Parent Advisory Council. Among the responsibilities of each committee shall be:

- a. providing support as appropriate for the school's parent conference activities including information gathering, registration, and other help to improve school-community communication;
- b. providing input to the building's School Improvement Plan, particularly in areas related to parent training, instructional support in the home, and other topics focusing on student performance;
- c. providing building-level recommendations to be taken to the District Title I Advisory Council, addressing the topics listed in that body's description of responsibilities;
- d. involving, as appropriate, staff from "feeder" pre-schools.

Each Title I school shall provide written progress reports to parents concerning their child's academic performance, on a regular basis, and shall schedule parent conferences a minimum of twice annually for individual sessions. In some instances, meetings may be held more frequently to address significant concerns or problems.

Title I parents will be asked to agree to a School-Parent Compact. The Compact shall outline how parents, the entire school staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the District's high standards. Although signing the Compact is not mandatory, it does establish a higher level of commitment by both entities toward a successful implementation of program components.

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Adopted: 3/16/04

Revised: 4/21/09

Revised: 12/16/14

CODE: KCB

COMMUNITY INVOLVEMENT IN DECISION MAKING

The Board endorses the concept that community participation in the affairs of the schools is essential if the school system and the community are to maintain mutual confidence and respect and work together to improve the quality of education for students. It therefore intends to exert every effort to identify the desires of the community and to be responsive, through its actions, to those desires.

All citizens will be encouraged to express ideas, concerns and judgments about the schools to the staff, the school administration, any appointed advisory body, and to the Board.

Residents who are specially qualified because of interest, training, experience, or personal characteristics, may be encouraged to assume an active role in school affairs either through an advisory capacity or by serving on citizens advisory committees.

The Board may, if it deems it appropriate, appoint a citizens advisory committee for purpose of studying matters and making reports and/or recommendations to the Board.

Adopted: 1/20/98

PARK COUNTY SCHOOL DISTRICT #6
BOARD OF EDUCATION POLICY

CODE: KCD

PUBLIC GIFTS/DONATIONS TO SCHOOLS

All gifts and donations to the school district as a whole, to its individual schools, or to school-sponsored student organizations with an estimated value which exceeds \$250 must be approved by the Board of Trustees. The Board may accept any gift or public donation of money, property or equipment so long as it is for a purpose deemed by the Board to be suitable and consistent with the school district's educational goals and objectives. Gifts and donations with an estimated value of less than \$250 may be accepted by individual schools on behalf of that school.

Prior to accepting any gift, the Board shall consider whether or not the gift will have any adverse or negative impact upon personnel, equipment, or the fiscal budget of the school district either at the time of acceptance of the gift or subsequent thereto.

All gifts, grants and bequests shall become school district property once accepted.

Adopted: 1/20/98

CODE: KDB

PARK COUNTY SCHOOL DISTRICT #6
BOARD OF EDUCATION POLICY
INSPECTION OF PUBLIC RECORDS

Records of the Park County School District No. 6, except those specifically exempted by federal law or regulation, by state statute, or by pertinent court rulings, are open to public inspection at the Office of the Superintendent or other offices or locations where records are housed throughout the district.

Persons desiring to examine or obtain copies of records not exempt from public disclosure may do so during the regular working hours of any of its schools or operational locations within the district, upon submission of a written application requesting the desired information. However, no records shall be released for inspection by the public or any other unauthorized persons -- either by the superintendent or any other person designated as custodian for district records -- if such disclosure would be contrary to the public interest, as described in state law.

Written application shall be made to the records custodian or his/her designee and shall be specific so that the description of the information desired is such that it may easily be identified. Application for information containing requests that are global in nature and cannot be directly related to specific purpose will be denied. Should the request not be granted, the reason for refusal will be stated in writing.

Fees for copies or reproduction for making such copies shall be paid in advance by cash or money order payable to the Park County School District No. 6.

All records of the Park County School District No. 6 are open to public inspection with the exception of:

1. Those records which are related to impending acquisition of properties;
2. The results of any student tests, examinations, psychological assessment or measures of aptitude which may be personally identifiable or used to individually characterize;
3. Personnel data, wherever located in the district or in whatever form, the disclosure of which would be a breach of the right to privacy and which may be used to personally characterize an individual. This includes, but is not limited to, information concerning marital status, medical histories, health conditions, reputation, employers' assessments and evaluations and infirmities and disabilities;

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4. Preliminary working papers designed to provide the background study necessary to policy formulation, promulgation of procedures, or development of personnel administration practices and procedures;
5. Test questions, scoring keys, and other examination data used to administer an academic examination before it is given or if it is to be given again;
6. Preliminary drafts, notes, correspondence which is intended to give notice of final action of the Board;
7. Those records restricted by law to the person of interest and to duly elected or appropriate officials;
8. Other records excluded by law.

Rules and Regulations

Pursuant to Wyoming Statute 9-9-102, et. seq., the following rules and regulations are adopted by the Park County Board of Trustees:

1. The principal office of the Park County School District No. 6 Board of Trustees is located at the district Superintendent's Office in Cody, Wyoming.
2. Copies of public records maintained by the Board are available upon payment of the following fees:
 - a. Letter and legal size documents which may be made by utilizing the agency's copier -- 20 cents per page of copy paper required,

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- b. Documents which are incapable of being reproduced by the Board's facilities will be charged at the cost to the Board for outside reproduction,

- c. Permission to inspect and/or copy documents may be obtained by making a verbal request for same and by tendering the required fee, if any, unless the custodian, or his/her delegate, determines, following the receipt of such verbal request, that there is a reasonable question as to whether the document requested is a "public record" within the meaning of the law or is excluded from the application of such statutes relating to public records. Should the custodian or his/her delegate make such a determination, then the person seeking to inspect and/or copy the document should submit to the custodian a written request describing in detail the specified document which he/she desires to inspect and/or copy. The custodian shall then proceed according to the provisions of such statutes.

Legal Ref.: W.C. 9-9-101 through 9-9-104

Adopted: 9/20/83

CODE: KDD

NEWS MEDIA RELATIONS

School staff members will work with news media representatives to help assure the flow of accurate information to the community. Such information is helpful to the school district in achieving the objectives of public education and is sensitive to the needs and rights of citizens to obtain information about the operation of public agencies. Staff members must also consider the privacy rights of individuals and legitimate confidentiality requirements upon the school district.

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Adopted: 1/20/98

CODE: KDDA

NEWS RELEASES

Because the school district is a public institution endeavoring to serve the educational needs of the community, it is important that information be disseminated concerning activities and problems in the schools. In order to coordinate this publicity into a common effort and purpose, the following procedures will be followed in giving official information to the news media:

1. The Board Chairman will be the official spokesman for the Board, except as this duty is delegated to the Superintendent.
2. News releases which are of a district-wide nature or pertain to established district policy are the responsibility of the Superintendent.
3. News releases which are of concern to an individual school, or to a school organization of the school, are the responsibility of the principal of that school. The principal shall strive to notify the superintendent in advance of any news release pertaining to the school or school organization.
4. News releases will be made available to all news media operating within the school district.

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Adopted: 1/20/98

CODE: KDF

COMMUNITY PARTICIPATION AT BOARD MEETINGS

All regular and special meetings of the Board shall be open to the public except for executive sessions which may be convened as provided by law. Because the Board desires to hear the viewpoints of citizens throughout the district, it shall offer suitable time at all meetings for citizens to be heard. Recognizing its responsibility for proper governance of the schools and, therefore, the need to conduct its business in an orderly and efficient manner, the Board shall schedule a period during each meeting for public participation. At times, it shall set a time limit on the length of this period or a time limit for individual speakers.

To achieve orderly meetings, the Board may regulate the conduct of the public and if any meeting is willfully disrupted by a person or group of persons, the Board, in accordance with law, "may order the removal of such person or group from the meeting room and continue in session or may recess the meeting and reconvene at another location".

The Board Chairman shall be responsible for recognizing all speakers, who shall properly identify themselves; for maintaining proper order; and for adherence to any time limit set. Questions asked by the public shall, when possible, be answered immediately by the Chairman or referred to staff members present for reply; questions requiring investigation shall be referred to the Board of administrative staff for consideration and later response. Members of the public will not be recognized by the Chairman as the Board conducts its official business except when the Board schedules, in advance, an interim public discussion period on a particular agenda item.

Adopted: 1/20/98

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CODE: KDG

VIDEO TAPING AND FILMING OF SCHOOL ACTIVITIES

The school district encourages student participation in school activities and encourages parents and school district patrons to be active supporters of these activities. The Board of Trustees believes that parents and school district patrons should be able to videotape or film activities for the parents'/patrons' private use. The process of filming or videotaping may be limited to a school-designated area.

The Board of Trustees does not permit filming or videotaping of any school activity for commercial venture. This prohibition does not include the contracting of an individual by a parent or school district patron to videotape an activity for their private use.

Film or videotape of school activities is not to be used in any type of fund-raising or public relations activity, without the express written consent of the Board of Trustees.

NOTHING IN THIS POLICY SHALL OPERATE TO PROHIBIT THE NEWS MEDIA, EDUCATORS, OR OTHER PARTIES FROM EXERCISING THE RIGHT TO FAIR USE OF ANY FILM, VIDEOTAPE, OR SIMILAR MATERIALS ACCORDING TO THE REQUIREMENTS OF LAW.

Adopted: 1/20/98

CODE: KD/KB

PUBLIC COMMUNICATION/PUBLIC'S RIGHT TO KNOW

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It will be the policy of the Board of Trustees to keep the community informed of the objectives, achievements, needs and conditions of the school system. This will generally be done through an annual report card which will be published to the community. The superintendent of schools will be responsible for initiating and administering a continuous program of communication with the community. Agendas for school board meetings will be made available in advance of the meeting to the public when requested.

The Board is a public servant, and its meetings and records shall be a matter of public information except such meetings and records pertaining to individual personnel and other classified matters.

The official minutes of the Board, its written policies, and its financial records shall be open for inspection at the Superintendent's office by any citizen desiring to examine them during hours when the office of the Superintendent is open. However, no records pertaining to individual students or staff members shall be released for inspection by the public or any unauthorized persons, either by the Superintendent or other persons responsible for the custody of confidential files.

The Superintendent, subject to federal and state laws and regulations, may approve the release of directories containing names and addresses of students or employees, and shall do so only when release is in accordance with the law and is in the best interest of the students or employees.

Adopted: 1/20/98

CODE: KE

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PUBLIC CONCERNS AND COMPLAINTS

The Board of Trustees, as the elected representatives of the patrons of this district, is always willing to listen to and consider public concerns about the educational program within the district as well as complaints regarding the educational program and its components, including personnel. Constructive criticisms of the schools is welcome when it is motivated by a sincere desire to improve the quality of the educational program and to equip the schools of the districts to do their tasks more effectively. While individual Board members may listen to and consider concerns addressed to them by members of the public, no Board member in his individual capacity has authority to act except in a lawfully called Board meeting at which a quorum is present.

Complaints involving the educational program of a particular school should be addressed to the building administrator and then, if not satisfied, to the superintendent and ultimately to the Board as a whole. Concerns or complaints involving the educational program of the district as a whole or any other area involving the district as a whole should initially be addressed to the superintendent, and then if a satisfactory result is not obtained, to the Board of Trustees. Any person who has a particular area of concern or problem may request to be put on the agenda for purposes of addressing such issue. Any person who has a concern or complaint about a confidential matter or a matter involving personnel may be directed to present his concern or complaint in an executive session of the Board and the Board may elect to deliberate on such concern in executive session.

Complaints to any Board member involving personnel will in most instances be referred back through proper administrative channels for solution and/or investigation prior to action by the Board.

The proper channeling of complaints involving instruction, discipline, learning materials and/or participation in extra-curricular activities should generally be as follows:

- 1) teacher (coach);
- 2) principal;
- 3) superintendent;
- 4) board.

The board reserves the right to take the complaint under advisement so that it may be investigated before a decision is made.

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Adopted: 1/20/98

CODE: KEC

PUBLIC FEEDBACK OR COMPLAINTS ABOUT LEARNING RESOURCES

This policy outlines the process by which members of the public can submit a formal complaint or provide feedback on proposed learning resources or any resources currently used for instructional purposes in any district classroom. Proposed learning resources will be placed on public review for a period of 45 calendar days. The proposed materials will be displayed in a location of easy public access and be available during normal business hours for review.

- I. Proposed Resources -- Members of the public can submit a formal complaint or provide feedback on a proposed resource by following the process outlined below:
 - To submit feedback on a proposed resource, form KEC-E-1 will be used.
 - To submit a formal complaint on a proposed resource, form KEC-E-2 will be used. Formal complaints are then referred to the challenge committee for further evaluation.
 - Forms KEC-E-1 and/or KEC-E-2 submitted on PROPOSED learning resources will only be accepted during the 45-calendar day public comment period.

- II. Existing Resource
 - Formal complaints submitted on EXISTING resources filed via form KEC-E-2 will be referred to the complaint committee for further evaluation.

- III. Forms KEC-E-1 and/or KEC-E-2 are considered public documents and will be treated as such. The complainant's name is required. The district will retain the complainant's phone number and address.

Public Feedback (Form KEC-E-1)

When providing feedback on newly proposed learning resources, this policy is to be followed before a final decision is made concerning the adoption of the resource. Feedback, which is informative in nature, on existing and/or proposed learning resources for use in the district will be accepted on form KEC-E-1.

Public Complaints (Form KEC-E-2)

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When learning resources are questioned, this policy is to be followed before a final decision is made concerning the use of the resource. Challenge of existing and/or proposed learning resources for use in the district will include the author, title, publisher, page number and other pertinent information of each item to which feedback is being made as recorded on the complaint portion of form KEC-E-2. This information will include detailed reasons for the objection. It is the responsibility of the complainant to have reviewed the entire contents of the learning material and the signature of complainant will attest to this fact. Challenges of learning material will neither be deemed complete nor be considered by committee until all the above information has been provided.

Complaint Committee

- If a public complaint is submitted on an existing resource using the KEC-E-2 form, the complaint committee will be convened within 15 school days.
- If a public complaint is submitted on a resource considered for adoption, review of all of the complaints submitted per form KEC-E-2 will be reviewed after the 45 day public comment period ends.
- The committee will consist of not more than nine members which may include:
 - The superintendent will designate one building-level administrator.
 - Three teachers designated by the superintendent.
 - A non-voting member of the Subject Area Committee (SAC) may be designated by the superintendent to serve as a liaison to the committee.
- Five (5) parents/patrons, and five (5) alternates will be selected by the Board of Trustees from an established pool created annually through an application process to be formed in August.
- Five (5) members will constitute a quorum. Five votes in the affirmative are required to advance a recommendation. (Minutes will be kept on file at the Superintendent's office.)

The complaint committee chairperson will be elected from the group by simple majority vote, and will set committee meeting dates, time and place.

The complaint committee will evaluate the questioned material and review the complaint. The committee may meet with the challenger and the school employee(s) responsible for the resource. In addition, the committee may request information from those who have facts pertinent to the complaint. All votes by the complaint committee may be an anonymous ballot. When the complaint committee deliberations are completed, the committee chairperson will forward its report, in writing, to the Curriculum Coordinating Council (CCC) and the Board of Trustees through the superintendent. The report will include one of the following recommendations:

1. Adoption
2. No adoption
3. Adoption with recommendations.

Conflict of Interest

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- District personnel serving on a SAC will not serve on the complaint committee during the resource adoption process for that subject matter.
- A parent/patron resource pool member who chooses to submit a public concern (KEC-E 2) will be ineligible to serve on the KEC resource review committee specific to the curricular area.

Recurring Public Complaints

- Once the concern/complaint is heard by the KEC complaint committee no consideration of the committee shall be required if a similar specific complaint (as decided by the complaint committee) has been considered and acted upon by the KEC complaint committee within the current fiscal year.

This policy will be adhered to in accordance with Policy IJ – Learning Resources and Materials.

Adopted: 11/16/93

Revised: 11/16/15

KEC-E-1

**PUBLIC REQUEST FORM FOR EVALUATION AND RE-EVALUATION
OF SPECIFIC LEARNING MATERIALS**

PUBLIC FEEDBACK (Informative)

AUTHOR: _____ TITLE: _____

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PUBLISHER/PRODUCER: _____ PAGE NO. _____

TYPE OF MATERIAL

TEXTBOOK _____ SOFTWARE _____

LIBRARY BOOK _____ AUDIO/VISUAL _____

OTHER _____ (PLEASE SPECIFY)

TELEPHONE: _____ ADDRESS: _____

PERSON REPRESENTS:

_____ SELF _____ ORGANIZATION _____ (NAME)

(Please answer the following questions)

1. Did you read, view, listen to or use the material in its entirety? _____ Yes _____ No

2. Share your thoughts on the resource.

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KEC-E-2

PUBLIC REQUEST FORM FOR EVALUATION AND RE-EVALUATION
OF SPECIFIC LEARNING MATERIALS

PUBLIC CONCERN (Complaint)

AUTHOR: _____ TITLE: _____

PUBLISHER/PRODUCER: _____ PAGE NO. _____

TYPE OF MATERIAL

TEXTBOOK _____ SOFTWARE _____

LIBRARY BOOK _____ AUDIO/VISUAL _____

OTHER _____ (PLEASE SPECIFY)

TELEPHONE: _____ ADDRESS: _____

PERSON REPRESENTS:

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_____SELF _____ ORGANIZATION _____ (NAME)

(Please answer the following questions)

1. Did you read, view, listen to or use the material in its entirety? ___ Yes ___ No

2. To what in the resource do you object? Please be specific - cite pages if possible.

3. What do you feel might be the result of reading, viewing, listening to, or using this resource?

4. What would you like to have done about this resource?

_____ No Adoption

_____ Adoption with Recommendations

_____ Removal from its current state

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CODE: KF

COMMUNITY USE OF SCHOOL FACILITIES

The Board of Trustees encourages the use of school buildings and facilities by community groups whenever such use will not interfere with regular school or school sponsored programs or activities and is in accordance with the policies and regulations of the district.

The Board shall establish a fee or rental schedule for the use of school facilities and school equipment. Custodial and other supervisory fees shall be established when custodians and other supervisors must be on duty. These fees shall include salary and benefits for the regular or overtime salary for the period worked. Rental fees may be waived by the Superintendent, upon recommendation of the Activities Director, for groups using facilities and/or equipment at times when they are normally open and, in the judgment of the superintendent, no special custodial services are needed for either supervision or safety.

The Activities Director, in coordination with building principals, shall schedule the use of any district facility or district equipment after determining the availability of the facility and/or equipment and reviewing the request to make certain that the equipment and/or facility will be used in an appropriate manner and without damage to the facility or equipment. If the Activities Director denies a request for facility/equipment use, the organization may appeal the decision to the superintendent.

Whenever any group or organization is permitted to use a district facility or equipment, the Activities Director shall determine the type of supervision necessary for the activity and assess the cost deemed appropriate.

Permission to utilize facilities on school holidays, when employees are not available to open up buildings, etc. may be denied. In the event that permission is granted for the use of activities on such days, the district reserves the right to assess additional fees to cover the cost of overtime or extra pay due to holidays, weekend use, or after normal work hour use.

Whenever food is prepared in the kitchen of any facility, a cook who regularly works in that kitchen must be present. A fee for the duties of the cook will be assessed at the regular district rate for salary and benefits, with an overtime assessment, should such a rate be applicable. The cook need not be present if the food is carried in and served and there is no food preparation or cleanup which occurs in district kitchen facilities.

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An officer or other responsible representative of the organization requesting use of district facilities/equipment must agree in writing to indemnify the School District for any damages sustained by such use of school property.

Conditions of Use

Permission shall not be granted for the use of any district facility or equipment which would in any manner, whatsoever, interfere with or impede the conduct of school related programs or activities. Priority for facilities/equipment will be given to school activities and non-school organizations that benefit PCSD #6 school age students.

No permission for use of any district facility shall be granted for meetings or activities of any group whose purpose is to subvert or overthrow, by violent or unlawful means, the government of the United States or the State of Wyoming.

Alcoholic beverages and/or illegal drugs are not allowed on school grounds or within district facilities at any time.

Use of tobacco is prohibited on school grounds and within all facilities of the district.

No school building or district facility shall be used for any purpose prohibited by law.

The Board of Trustees reserves the right to deny or cancel permission for use of any district facility if danger exists that public disorder or possible damage to school facilities may result from the proposed use.

Permission for use of district facilities does not constitute a district endorsement of any organization, the beliefs of an organization or group, nor the expression of any opinion regarding the nomination, retention, election or defeat of any candidate or the expression of any opinion as to the passage or defeat of any issue.

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It is the intent of the School District that requests for facilities use be done on an occasional basis. Facilities of the School District are not intended to replace organization facilities, buildings, churches, etc. The School District may, at its option, elect to deny permission to any group requesting the continual (i.e., weekly) use of facilities on a long-term basis.

Use of school facilities may be restricted to groups residing within the school district. The Board of Trustees reserves the final right to make decisions concerning the use of facilities.

Adopted: 1/20/98

Revised 7/19/06

Revised: 5/19/09

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CODE: KFA

PUBLIC CONDUCT ON SCHOOL PROPERTY

The Board of Trustees resolves to make every effort to maintain a positive school atmosphere and to promote a total learning experience for students at all times. Members of the general public can assist School District staff toward this goal by conducting themselves in a courteous and civil manner whenever they are in District facilities or on District property. Fans and observers, as well as participants and student spectators, are expected to be considerate of others and to show good sportsmanship while attending any sports event or other school function. By providing a good example for students at such activities, community patrons can aid in the development of these young people into responsible, courteous adults.

Extension of School Authority

School authority is extended by law over all school-sponsored activities, sports events, and other functions. State law also provides that no one shall disrupt or obstruct any such school activity or general school operations. The public shall comply with all school district policies while on school district property, specifically including, but not limited to, the drug, alcohol and tobacco-free policies of the district.

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The Board of Trustees authorizes district administrators to ask any disruptive or disorderly person or person otherwise violating the policies of the school district, to desist from such course of conduct or to leave school premises. If their request is not heeded, school officials shall notify appropriate law enforcement agencies for assistance.

In the interest of maintaining order, adequately supervising their assigned building or a school-sponsored activity, and protecting students, it may be necessary from time to time for school officials to ask a person or persons upon school premises to identify himself/herself. Authority for such a request is given to School District representatives through state law.

Adopted: 1/20/98

CODE: GBEE/KFAA

STAFF/COMMUNITY MEMBERS CELL PHONES AND
OTHER ELECTRONIC EQUIPMENT

The administration of Park County School District No. 6 shall be charged with the duty and shall have the authority to regulate the utilization of cell phones and other electronic devices by all staff, parents, and/or community members while on school grounds, at school activities, or while in school transportation vehicles. Utilization of cell phones which in any way disrupts or interferes with educational programs, performance of employment duties, performance of voluntary service, or student activities shall be prohibited.

In general, Park County School District No. 6 discourages the use of cell phones (including text messaging) during the instructional day, as staff is expected to be providing the services they are employed to provide and supervision during passing periods and breaks other than lunch. Except when preauthorized by the principal, cell phones should be maintained in their off position.

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BOARD OF EDUCATION POLICY

The instructional day includes:

- Regular classroom instructional hours
- Assemblies, pep rallies and other activities that occur during the regularly scheduled classroom periods
- On field trips or excursions which are conducted during the normal school day
- During student extra-curricular activity periods in which the employee is assigned supervisory responsibility, except to the extent such use may be directly related to the supervision and carrying out of duties to which the employee is assigned, such as checking road conditions, making travel arrangements, contacting parents or staff relating to travel, etc.

Staff may utilize cellular phones, pagers and other electronic signaling devices while on campus before school begins, during passing periods, during lunch, and after school ends. In special circumstances, the building principals may authorize use of cell phones by staff when necessary due to special circumstances approved by the administration. In general, administrators and supervisors shall be allowed the use of cell phones, pagers and other electronic signaling devices during work hours for use related to job responsibilities.

Any violation of this policy may be grounds for disciplinary action.

Adopted: 5-15-07

PARK COUNTY SCHOOL DISTRICT #6
BOARD OF EDUCATION POLICY

CODE: KFAB

**PROHIBITED ACCESS TO SCHOOL FACILITIES BY ADULT SEX OFFENDERS; EXCEPTIONS;
PENALTIES; DEFINITIONS**

- a. Except as provided in subsection (b) of this section, no person who is eighteen (18) years of age or older who is required to register as a sex offender pursuant to W.S. 7-19-301 shall:
- (i) Be upon or remain on the premises of any school building or school grounds in this state, or upon other properties owned or leased by a school when the registered offender has reason to believe children under the age of eighteen (18) years are present and are involved in a school activity or when children are present within thirty (30) minutes before or after a scheduled school activity;
 - (ii) Knowingly loiter on a public way within one thousand (1,000) feet from the property line of school grounds in this state, including other properties owned or leased by a school when children under the age of eighteen (18) years are present and are involved in a school activity or when children are present within thirty (30) minutes before or after a scheduled school activity;
 - (iii) Be in any vehicle owned or leased by a school to transport students to or from school or a school related activity when children under the age of eighteen (18) years are present in the vehicle;
 - (iv) Reside within one thousand (1,000) feet of the property on which a school is located, measured from the nearest point of the exterior wall of the registered offender's dwelling unit to the school's property line, except that this paragraph shall not apply if the registered offender's residence was established prior to July 1, 2010.
- b. The provisions of paragraphs (a)(i) and (ii) shall not apply to the extent the registered offender:
- (i) Is a student in attendance at the school;

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- (ii) Is attending an academic conference or other scheduled extracurricular school event with school officials present when the registered offender is a parent or legal guardian of a child who is participating in the conference or extracurricular event;
 - (iii) Resides at a state licensed or certified facility for incarceration, health or convalescent care that is within one thousand (1,000) feet from the property on which a school is located;
 - (iv) Is dropping off or picking up a child and the registered offender is the child's parent or legal guardian.
 - (v) Is temporarily on school grounds during school hours for the purpose of making a mail, food or other delivery;
 - (vi) Is exercising his right to vote in a public election;
 - (vii) Is taking delivery of his mail through an official post office located on school grounds;
 - (viii) Has written permission from the school principal, vice-principal, or person with equivalent authority, to be on the school grounds or upon other property that is used by a school; or
 - (ix) Stays at a homeless shelter or resides at a recovery facility that is within one thousand (1,000) feet from the property on which a school is located if such shelter or facility has been approved for sex offenders by the sheriff or police chief.
- c. Any person who violates the provisions of subsection (a) of this section is guilty of a misdemeanor and upon conviction, shall be punished by imprisonment for not more than six (6) months, a fine of not more than seven hundred fifty dollars (\$750.00), or both.
- d. Nothing in this section shall prevent a school district from adopting more stringent safety and security requirements for employees and nonemployees while they are in district facilities or on district properties.
- e. As used in this section:
- (i) "Extracurricular event" means any school sponsored activity that is outside the regular curriculum, occurring during or outside regular school hours, including academic, artistic, athletic or recreational activities;

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- (ii) “Registered offender” means a person who is eighteen (18) years of age or older who is required to register as a sex offender pursuant to W.S. 7-9-302.

Adopted: 12/21/2010

KF-R-1

REGULATIONS FOR THE COMMUNITY USE OF SCHOOL FACILITIES

Rules for the Use of School Facilities and Equipment

1. Permission shall not be granted for the use of any district facility or equipment which would in any manner whatsoever interfere with or impede the conducting of normal school activities.
2. Whenever any group or organization is permitted to use a district facility or equipment, the Activities Director shall determine the type of supervision necessary for the activity and assess the cost deemed appropriate.
3. All groups shall name an adult who shall be directly responsible for the activities of the group. The named adult shall arrive at the school prior to the time of the event and shall remain until all group members have departed. The named adult shall be responsible for the proper supervision of activities and the proper use of the school facilities and equipment.

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4. Group activities shall be confined to their assigned facilities. The nearest available lavatories shall be used. Activities to be extended to other areas of the facility must be prearranged, or have the permission of the Activities Director. Additional facility use could incur additional usage fees.
5. Groups are responsible for leaving school facilities in a neat, orderly fashion. The furniture arrangement in the rooms shall be left as originally found. If the facilities are not left in their original condition, the district reserves the right to charge for any additional work needed to return them to their original condition.
6. In case of emergencies, where willful endangerment, injury, and/or fire occurs, the using agency shall notify the Cody Police Department (527-8700) or call 911 for assistance.
7. In case of mechanical, electrical, water, or sewage emergencies or related emergencies, the custodian on duty shall be notified. If the custodian is not available, the using agency shall call 899-3349.
8. No permission for use of any district building or facility shall be granted for meetings or activities of any group whose purpose is to subvert or overthrow by violent or unlawful means the government of the United States or the State of Wyoming.
9. Alcoholic beverages and/or illegal drugs are not allowed on school grounds or within the legal boundaries of district facilities, at any time.
10. Use of tobacco is prohibited on school grounds and in school facilities.
11. All persons and groups using or renting a school facility or property shall assume responsibility for all damages that occur while said property or premises are being used or rented. The user shall pay the cost that may be incurred by the district in making needed repairs and replacements.
12. The user representative signed below represents that he has authority to enter into this agreement and agrees that the entity and its members shall hold Park County School District No. 6, the board of trustees, the individual members thereof, and all district officers, agents, and employees free and harmless from

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BOARD OF EDUCATION POLICY

any loss, damage, liability, costs, or expense that may arise during, or be in any way caused by, such use of occupancy of school property. When using school facilities, those organizations charging admission will be required to furnish insurance to cover aggregate claims and specific occurrence insurance.

In all cases where the user agency has large public gatherings and/or for which admission is charged, the using organization shall be required to furnish aggregate claims and specific occurrence insurance in the following amounts:

- Aggregate claims----- \$1,000,000.00
- Specific occurrence----- \$500,000.00

13. The district reserves the right to deny access or cancel permission for use of any district facility if:

- danger exists which would result in possible damage to school property or to people
- the user violates fire and electrical codes of the State of Wyoming
- the user fails to furnish the insurance required or fails to pay rental, custodial, or damage costs.
- the user violates any aspect of the agreement
- the use is other than what has been contracted for
- for any other reason deemed to be in the best interests of the school district

Signature of user agency representative

Date

PARK COUNTY SCHOOL DISTRICT #6
BOARD OF EDUCATION POLICY

Adopted: 1/20/98

Revised: 7/19/06

KF-R-2

FACILITY USE APPLICATION

Instructions to applicants: This application must be submitted to the secretary of the Activities Office, located in the high school, no earlier than six months in advance or no later than fifteen business days prior to the day of the event. Priority for facilities/equipment will be given to school activities and non-school organizations that benefit PCSD #6 school age students. Applicant must complete all information on the front of the application. All non-school events which charge admission must provide proof of liability insurance to the secretary of the District's Activities Office.

Facility Requested _____ Rooms

Date(s) Facility Would Be Used _____ Estimated Time In _____ Time Out _____

Equipment requested

Explain what the facility will be used for (type of meeting) _____

Any special instructions, information, or supplemental personnel requests: _____

For-Profit Organization Non-Profit Organization Admission Charge? Yes No

Name of Organization _____

Name of Person Submitting Request _____

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Name of Person in Organization who will be Supervising Function _____

Address & Phone No. of Person Supervising Function _____

Name, address, & phone of contact person _____

Name of Organization's Liability Insurance Company _____ Date of Policy _____

Copy of ACCORD Certificate or other Proof of Insurance Attached? Yes No

Name of District Employee(s) Supervising/Attending Function _____

District Employee Phone # _____

The district assumes no responsibility for injury to any individual using a district facility nor does the district assume liability for lost or stolen items belonging to an individual using a district facility. Any individual, group, or member of a group using a district facility will indemnify and hold the district harmless of any liability in the event of any such injury or theft.

The undersigned sponsor evidences by his/her signature that the group or organization will comply with the rules and regulations/procedures as stated on the accompanying form. The undersigned sponsor also understands that he/she will be the responsible party for all rental charges and other fees for the rental of facilities for this group. The undersigned acknowledges that he/she agrees to make full restitution to PCSD #6 for any damages resulting from the use of the facility. PCSD #6 reserves the right to cancel this agreement after notice has been given to the responsible party or their designee.

Signature of Person Representing Organization _____ Date _____

48 Hours Notice must be given to PCSD #6 for canceled events to avoid charges

Adopted: 1/20/98

Revised: 7/19/06

KF-R-3

SCHEDULE OF RENTAL CHARGES FOR USE OF SCHOOL FACILITIES

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All persons and groups using or renting school premises or property shall assume responsibility for all damage that occurs while said property or premises are being used or rented. The user shall pay the costs that may be incurred by the district in making needed repairs and replacements. The user shall indemnify and hold harmless the Board of Trustees, school district employees, and the school district, from any liability arising from any injury or property damage resulting from or in any way arising out of the use of school facilities by persons or community organizations.

Class I: Student organizations, student classes, student clubs, teacher organizations, school affiliated parent organizations, such as PTA, booster organizations, school sponsored activities, or similar organizations having a direct connection with the educational program of Park County School District No, 6 and other governmental entities such as the county or city when fulfilling governmental activities (i.e., elections, council meetings, etc.). If there is an admission charge for any such activity, the School District may charge for custodial services depending on the nature and time of the event.

Class II: Civic clubs, charitable and character building organizations, religious organizations, organized non-profit groups and other for-profit groups, which are conducting meetings or programs devoted to community education and/or child education for which no admission is charged.

Class III: All other organized non-profit civic, fraternal, religious, political, service organizations, colleges, universities, or recreation organizations sponsoring events for which admission or tuition is charged or which are held for fundraising purposes and all religious organizations desiring the use of school facilities for church services, church schools or other related activities.

Class IV: All for-profit entities and all other entities not falling within Class I, II or III.

SCHEDULE OF USE CHARGES FOR DISTRICT FACILITIES

Use Group	Regular School Days/Hours			Non Regular School Days/Hours		
	Room Use	Equipment	Staff	Room Use	Equipment	Staff

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	Charge	Charge	Charge	Charge	Charge	Charge
Class I						X
Class II	X	X	X	X	X	X
Class III	X	X	X	X	X	X
Class IV	X	X	X	X	X	X

FACILITY RENTAL CHARGES

PARK COUNTY SCHOOL DISTRICT #6

BOARD OF EDUCATION POLICY

(per day or event)

		Class I*	Class II	Class III	Class IV
Classroom	\$0.00	\$25.00	\$25.00	\$32.00	
Cafeteria	0.00	40.00	85.00	125.00	
Kitchen	0.00	20.00	50.00	94.00	
Gymnasium	0.00	40.00	95.00	375.00	
Library	0.00	25.00	50.00	94.00	
Athletic Fields	0.00	50.00	100.00	250.00	
Auditorium	0.00	100.00	150.00	375.00	

Computer Lab (see below)

*Reasonable fees will be charged for custodial service for events which occur after normal school hours.

Use of kitchen facilities will require a cafeteria worker to be in the cafeteria while preparation, service and cleanup is occurring. Minimum charge will be for three hours at \$40.00 per hour, with one hour included as time needed for the cafeteria worker to arrive before the event and to complete final cleanup after the event. Additional use hours will be assessed in one-hour blocks.

Custodial fees will be for a minimum of one hour at \$42.50 per hour.

All other supervisory personnel required to be in attendance at activities or functions other than custodians or cafeteria personnel will be assigned at a rate of \$45.00 per hour. Minimum charge will be for two hours.

All increases in custodial and supervisory costs will become effective at the time the board considers and adopts revised fee structures.

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All rental charges set forth above are for use of the facility and payment of utilities only. Costs for custodial services and/or other special personnel shall be charged at an hourly rate and will include salary and benefits expenses, which may include overtime hours.

Charges for the use of school facilities shall be as follows:

Computer labs and computers will be rented to colleges, universities, or other educational institutions only. The fee for the use of a computer class, based upon the use of district computers by a college, university, or other bona fide educational institution, shall be \$250 per lab course/class, not to exceed 12 separate classes meetings within the course. In the event that a district supervisory personnel is assigned to supervise the lab course, a fee of \$43 dollars per hour shall be assessed for each class with a two-hour minimum for each class.

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KF-R-3

CHARGES FOR EQUIPMENT USE:

For Class I, II, III, and IV

<u>Equipment</u>	<u>Use Charge/Day/Event</u>
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Projection Device	50.00
Sound System	25.00
Mobile sound system	50.00
Television/VCR	50.00
Television	25.00
VCR	25.00
Overhead Projector	15.00
Portable Staging	50.00

Adopted: 1/20/98

Revised: 2/19/02

Revised: 7/19/06

Revised: 5/19/09

Revised: 3/15/11

PARK COUNTY SCHOOL DISTRICT #6
BOARD OF EDUCATION POLICY

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BOARD OF EDUCATION POLICY

RENTAL AGREEMENT

CODE: KF-R-4

Organization Name _____ Current Date _____

Requested By _____

Complete Address _____

Telephone _____ Work Phone _____

Date of Event(s) _____ Scheduled Times _____

Rental Cost of Facilities and Equipment Requested

Circle One:	Class I	Class II	Class III	Class IV	Amount
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Classroom _____

Cafeteria _____

Kitchen _____

Gymnasium _____

Computer Lab _____

Library _____

Athletic Field _____

Auditorium _____

PARK COUNTY SCHOOL DISTRICT #6

BOARD OF EDUCATION POLICY

Equipment charges apply to Class I, II, III, IV

Computer lab and supervisor expense _____

Projection Device _____

Sound System _____

Mobile Sound System _____

Television/VCR (circle one or both) _____

Overhead Projector _____

Portable Staging _____

Custodial Service Fee (approximated) number and hours x's \$30 per hour _____

Other Staff Service Fee (approximated) type and hours x's \$38 per hour _____

Deposit/Total Fee Required before event _____

Balance Due _____

Setup Instructions:

Signature of User: _____

Signature of user indicates acceptance of the rental agreement contract and all rules and regulations related to the use of district facilities.

PARK COUNTY SCHOOL DISTRICT #6

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The district reserves the right to collect all rental and equipment fees prior to the event.

The fees charged for personnel are intended to cover the costs of personnel and are not charged for the purpose of creating revenue for the district.

Adopted: 1/20/98

Revised: 2/19/02

Revised: 7/19/06

PARK COUNTY SCHOOL DISTRICT #6
BOARD OF EDUCATION POLICY

Revised: 7/19/06

CODE: KH

SOLICITATIONS IN THE SCHOOLS

PARK COUNTY SCHOOL DISTRICT #6

BOARD OF EDUCATION POLICY

The schools should avoid exploiting students, whether by advertising or otherwise promoting products or services, soliciting funds or information, or securing participation in non-school related activities and functions. At the same time, schools should inform and assist students to learn about programs, activities or information, which may be of help or service to them. To attempt a fair balance, the following general guidelines will apply:

1. The school may regulate or prohibit the distribution of material, which is being communicated or distributed in a way that creates a reasonable belief that it is sponsored or endorsed by the board. The principal will have the authority to allow individuals or groups to post bulletins announcing a program or service for students by a non-profit entity. The principal may set reasonable rules and regulations pertaining to the manner in which the material is posted and the length of time for which it may be posted.
2. The principal may set reasonable rules pertaining to the time, place and manner of distribution of materials which for schools shall not be based upon the content or message contained within the materials.
3. Direct sales or solicitation by outside vendors to students in school are prohibited. School offices may, however, provide lists of vendors carrying certain items (e.g., physical education suits) or the office may carry and charge for miscellaneous items (e.g., pens, pencils, school T-shirts) or permit student organizations to vend products on a controlled basis.
4. Announcements through the principal's office may be made for the purpose of announcing student programs or activities sponsored by non-profit organizations. Repeated announcements of regularly established events will not be permitted.

Material which is deemed unacceptable as defined by this policy will not be permitted to be distributed. Unacceptable material includes:

- Material which promotes hostility, disorder or violence such as would create a substantial disruption of the school program;
- Material or information that is unlawful, including libelous material and material which promotes unlawful activities, including the unlawful use or distribution of drugs and alcohol;
- Any material that inhibits the function of the school or advocates interference with the normal operations of the school;
- Material that is profane, obscene or pornographic as defined by prevailing community standards;
- Material which advertises or promotes for-profit entities, their products or services.

PARK COUNTY SCHOOL DISTRICT #6
BOARD OF EDUCATION POLICY

Adopted: 1/20/98

Revised: 6/16/09

CODE: KHB

ADVERTISING IN THE SCHOOLS

This policy is not intended to prevent the district from cooperating through announcements and distribution of program material with non-profit community organizations that supplement the school program, such as Boy Scouts, Girl Scouts, YMCA, Little League, et al., when such cooperation will not interfere with the school program.

The district may also utilize and post extra-curricular activity schedules and/or utilize programs with limited advertising contained thereon at the discretion of the principal of the school involved.

Other exceptions may be made in the discretion of the superintendent when it is determined that the educational benefit and benefit to students outweighs the significance of any advertising or potential exploitation by private interests. The superintendent may at his/her option refer specific cases to the board for a decision.

PARK COUNTY SCHOOL DISTRICT #6
BOARD OF EDUCATION POLICY

Adopted: 1/20/98

CODE: KI

VISITORS TO SCHOOLS

It is the policy of the Board to encourage parents and other citizens of the district to visit classrooms occasionally to observe the work of schools. The Board believes there is no better way for the public to learn what the schools are actually doing.

In order to assure that no unauthorized person enter the buildings with wrongful intent, all visitors to the schools will report to the school office to receive assistance from the staff to make their visit elsewhere in the building more efficient and profitable. This practice will not apply when parents have been invited to a classroom or assembly program.

Parents or citizens who wish to observe a classroom while school is in session are urged to arrange such sessions in advance with the teacher so that class disruption may be kept to a minimum. Teachers are expected not to take class time to discuss individual matters with visitors.

Principals are authorized to refuse entry onto school grounds and into school facilities to persons who do not have legitimate business at the school and to request any unauthorized person or persons engaging in unacceptable conduct or any conduct which will or could interfere with the educational program to leave the school grounds.

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BOARD OF EDUCATION POLICY

The superintendent or his designee is authorized to request assistance of law enforcement officers in cases of emergency or difficulty in getting persons to comply with this policy and the superintendent or his designee is authorized to seek prosecution to the full extent of the law when persons violate the provisions of the district policy regarding visitation, damage to school property, loitering, or disruptive activity.

Because of possible disruption of school programs, all visitors are required to register in the office of the principal of the school upon entering the building. Visitors will be given a badge to wear indicating that they have registered to visit the school. Person(s) shall not enter the classroom(s) without the prior consent of the principal or his designee.

Everyone who is not currently a student or a staff member of each particular school shall register as a visitor and shall wear a "visitor's" badge during the duration of the his/her visit to the school at any given time. School officials have the right to deny access to the school facility by a visitor if it is deemed to be in the best interest of students and staff. The administrative staff and employees are authorized and empowered to require identification of any person within or upon their facilities and to eject any person upon refusal to leave peaceably upon request when his presence is unlawful or otherwise prohibited by the Board or its designee.

Adopted: 1/20/98

Code: KIB

SEX OFFENDERS ON SCHOOL PROPERTY

Pursuant to Wyoming Statute §6-2-320, effective July 1, 2010, registered sex offenders requesting permission to be on school property under conditions not already specified under this law, are required to have written permission.

In compliance with this law, registered sex offenders seeking written permission to be on school property, or to attend a school event located elsewhere, are required to submit the form (KIB-E) to the appropriate principal no later than three (3) school days in advance of the date he/she is requesting.

A reply to this written request will be given prior to the requested date. Only the Superintendent may grant permission for this request after consulting with the appropriate principal.

PARK COUNTY SCHOOL DISTRICT #6
BOARD OF EDUCATION POLICY

Adopted: 4/16/2012

CODE: KIB-E

ACCESS TO SCHOOL PROPERTY BY SEX OFFENDERS

This form is to be completed each time access is requested and is limited to that specific occurrence unless otherwise noted below, and must be submitted three (3) school days in advance to the applicable building Principal or Superintendent.

Name _____ Date of Request _____

Date of Birth (Month/Day/Year) _____ Gender (circle one) Male Female

Home Address _____

Phone Numbers _____

Home Cell Work

E-mail address _____

Date(s) Requesting to be on School Property _____

Time of Day Requesting to be on School Property _____

Name of School/Building or Location on School Campus _____

PARK COUNTY SCHOOL DISTRICT #6

BOARD OF EDUCATION POLICY

Access shall be limited to the building and/or location noted herein, the parking lot and sidewalk/public access to the building or location designated herein.

State the specific reason/nature of the request to come upon school property_____

* * * * *

If request is related to your employment, provide the following information:

Current Employer _____

Years Employed _____ Name of Immediate Supervisor _____

Supervisor's Phone Numbers _____

Work

Cell

Applicant may NOT come on school property until applicant has received this form indicating approved by the Superintendent and access shall be limited as indicated below.

Signature below indicates the information provided herein is true and accurate and requesting party is in full compliance with all Wyoming statutes regarding registered sex offenders.

Signature

Date

****SCHOOL USE ONLY****

Form Submitted to:

Principal/Superintendent Name _____ Building _____

Date Form Received _____

Limitations/Expectations _____ for Access _____

This request is ___ Approved ___ Denied

Superintendent Signature

Date

Adopted: 4/16/2012

CODE: KJ

RELATIONS WITH COMMUNITY ORGANIZATIONS

PARK COUNTY SCHOOL DISTRICT #6
BOARD OF EDUCATION POLICY

We believe that the public schools have the primary responsibility for the formal education of the children and youth of the community. However, the Board recognizes that many governmental agencies and community organizations, while not primarily concerned with education, play a definite role in education. Therefore, it will be the desire of the Board to establish positive working relationships with all other public and private organizations that contribute to the education process and to the general welfare of the citizens of the community. The Board shall support and assist within its responsible ability and legal prerogatives, local profession, civic, labor, or business organizations whose efforts will result in improved educational opportunities for the students of the district.

The Board of Trustees encourages district personnel to participate in community affairs and to contribute constructive ideas relating to various aspects of the total educational program to local organizations.

Adopted: 1/20/98

CODE: KJC

RELATIONS WITH CHURCHES

While the Board recognizes the principles of freedom of religion and separation of church and state, it also recognizes the important role of spiritual development in the lives of the students and employees. For that reason students and employees are encouraged to actively participate in a religious affiliation of their choice.

The school system will allow individuals to observe religious holidays when those holidays conflict with the school calendar. Staff or students are encouraged to share with their class the meaning of the religious holidays they observe.

PARK COUNTY SCHOOL DISTRICT #6
BOARD OF EDUCATION POLICY

The Board will make an effort to limit the number of school events held on Wednesday evening so that families throughout the community may spend an evening at home together and/or in worship together.

Adopted: 1/20/98