

**Xavier Charter School
District 462
4000 Series
Community Relations**

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Goals

Policy Number: 4000

The Board, through the leadership of the Principal and the assistance of the total staff, will seek to enhance the District's community relations by striving to achieve the following goals:

- encourage and enhance communications, understanding, trust and mutual support between the District and the people it serves;
- increase both the quality and quantity of public participation in school affairs, activities and programs;
- strengthen and improve relations and interactions among staff, trustees, citizens, parents and students;
- to promote understanding and cooperation between the schools and community groups.

Public Relations

Policy Number: 4100

The District shall strive to maintain effective two-way communication channels with the public. Such channels shall enable the Board and staff to interpret the schools' needs to the community and provide a means for citizens to express their needs and expectations to the Board and staff. The Principal shall establish and maintain a communication process within the school system and between it and the community. Such a public information program shall provide for news releases at appropriate times, arrange for news media coverage of district programs and events, provide for regular direct communications between individual schools and the citizens they serve, and assist staff in improving their skill and understanding in communicating with the public.

Community opinion may be solicited through parent organizations, parent-teacher conferences, open houses and other such events or activities which may bring staff and citizens together.

Public Complaints

Policy Number: 4110

The Board is interested in receiving valid complaints and suggestions. Public complaints and suggestions must be submitted, using the Uniform Grievance Procedure (9310P), to the appropriate-level staff member or District administrator. Each complaint or suggestion shall be considered on its merits.

There is no appeal beyond the final decision of Xavier Charter School Board of Directors unless provided for by the law or IHSAA.

Community Involvement in Decision Making

Policy Number: 4115

Community participation in the affairs of the schools is an important facet of achieving improved quality of education for the students.

Therefore, the Board intends to make every effort to identify the desires of the community and to be responsive to those desires within the confines of the Charter Document.

Citizens of the district will be encouraged to express their ideas, concerns and judgments about the school through:

1. written suggestions or proposals;
2. presentations at hearings;
3. responses to surveys made through interviews, written instructions;
4. comments at meetings of the board;
5. service on citizen's advisory committees.

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

Uniform Complaint Procedure

Policy Number: 4120

All individuals should use this grievance procedure if they believe that the Board, its employees or agents have violated their rights guaranteed by the 1) State or Federal constitution; 2) State or Federal statute or; 3) Xavier Charter School Board policy.

The District will endeavor to respond to and resolve complaints promptly without resorting to this grievance procedure. If a complaint is filed, it will be addressed promptly and equitably. The right of a person to prompt and equitable resolution of the complaint filed hereunder shall not be impaired by the person's pursuit of other remedies.

Use of this grievance procedure is not a prerequisite to the pursuit of other remedies, and use of this grievance procedure does not extend any filing deadline related to the pursuit of other remedies.

Level 1: Informal

An individual with a complaint is encouraged to first discuss it with the teacher, counselor, and/or administrator involved, with the objective of resolving the matter promptly and informally. An exception is complaints of sexual harassment should be discussed with the first line administrator not involved in the alleged harassment. Every effort will be made to resolve the grievance at this level.

Level 2: Principal

Upon receipt of the request for review, the Principal shall schedule a meeting between the parties and the staff member. The parties shall be afforded the opportunity to either dispute or concur with the principal's report. The Principal shall decide the matter within ten (10) days of the meeting and shall notify the parties in writing of the decision. If the Principal agrees with the recommendation of the staff member, the recommendation will be implemented. If the Principal rejects the recommendation, the matter may either be referred to an outside investigator if not already implemented) for further review or resolved by the Principal. If either party is not satisfied with the decision of the Principal, the Board is the next avenue for appeal.

A written appeal must be submitted to the Board within fifteen (15) days of receiving the Principal's written decision. The Board is the policy-making body of the school, and appeals to that level must be based solely on whether or not policy has been followed. Any individual appealing a decision of the Principal to the Board bears the burden of proving a failure by the district or its agents to follow Board policy. The specific Board Policy must be attached to the written request to the board.

Level 3: The Board

Upon receipt of a written appeal of the decision of the Principal, and assuming the individual alleges a failure to follow Board policy, the matter shall be placed on the agenda of the Board for consideration not later than their next regularly scheduled meeting. A decision shall be made and reported in writing to all parties within thirty (30) days of that meeting. The decision of the Board will be final.

Parent and Community Participation

Policy Number: 4126

The Board of Directors of Xavier Charter School believe parents, guardians and others in the community can provide a unique perspective that is vital to the harmonious operation of its school. The parents and others in the community are encouraged and invited to become involved in the district and its programs. Their participation in specific program goal setting, budget

building and evaluation of those programs serve a vital function in assisting the schools in fulfilling its mission.

The board of directors directs the administration to involve parents in every practical and legal way in the creation, implementation and evaluation of all state and federal programs. Parents and the community are invited to become involved in a “Continuous Improvement Plan” process to advise and assist the principal and staff as they work to improve all aspects of instruction for all students. This input shall be advisory and the board directs the principal to assure all parent committee suggestions are considered in improving the instruction for all children.

The board recognizes that individual information about staff and students cannot be shared with these committees. However, aggregated and disaggregated information shall be shared to the degree the legal and professional confidences can be maintained.

Further, Xavier Charter School Board of Directors recognizes a child's education is a responsibility shared by the district/school and family during the entire period the child spends in school. To support the district goal to educate all students effectively, the schools and parents must work as knowledgeable partners.

Although parents are diverse in culture, language, and needs, they share the school's commitment to the educational success of their children. Xavier will work in collaboration with parents, to establish programs and practices that enhance parent involvement and reflect the specific needs of students and their families.

To this end, the district supports the development, implementation and regular evaluation of a parent involvement program in each school, which will involve parents at all grade levels in a variety of roles.

The parent involvement programs will be comprehensive and coordinated in nature. They will include, but not be limited to, the following components of successful parent involvement programs.

- An annual school orientation meeting where policies and procedures are discussed;
- Communication between home and school is regular, two-way and meaningful;
- Responsible parenting is promoted and supported;
- Parents play an integral role in assisting student learning;
- Parents are welcome in the school, and their support and assistance are sought;
- Parents are full partners in the decisions that affect children and families; and
- Community resources are made available to strengthen school programs, practices, and students learning.

Xavier Charter School supports professional development opportunities for staff members to enhance understanding of effective parent involvement strategies. The district also recognizes the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation. Research has constantly indicated districts and schools who engage parents in the school program development show significantly improved student achievement.

Procedures for Federal Programs

It is the responsibility of the Federal Program Director with the support of the school staff to implement parent involvement activities required by the Federal Programs (Title I, Title I-C (Migrant), Title III (LEP)). These include but are not limited to:

- Conducting parent meetings in which the goals of the federal programs and the rights of the parents are discussed;

- Disseminating information about the federal programs concerning the responsibilities and rights of parents with children eligible for services by those programs;
- Providing a number of meetings during the year to create opportunities for all parents to participate including an annual meeting to provide a forum for parental input concerning federal programs execution;
- Ensuring that language, economic status, employment or other identified issues are not a barrier to active participation;
- Providing opportunities for parents to evaluate their child's program and participate in meaningful decisions concerning the education of their children; and
- Providing an explanation of curriculum, academic assessment, and proficiency levels that students are expected to meet.

The principals and Federal Programs Director will inform the board concerning the status of parent involvement both in each school and the federal programs.



Legal Reference:
Adopted Date:
Amended/Revised:

Access to District Records

Policy Number: 4130

Subject to the limitation provided herein and as provided by law, full access to information concerning the administration and operations of the District shall be afforded to the public. Public access to District records shall be afforded according to appropriate administrative procedures.

A "public record" includes any writing containing information relating to the conduct or administration of the public's business prepared, owned, used or retained by any state agency, independent public body corporate and political or local agency regardless of physical form or characteristics. A "Writing" includes, but is not limited to, handwriting, typewriting, printing, photostating, photographing and every means of recording, including letters, words, pictures, sounds or symbols or combination thereof, and all papers, maps, magnetic or paper tapes, photographic films and prints, magnetic or punched cards, discs, drums or other documents. Public records of a school district do not include the personal notes and memoranda of staff that remain in the sole possession of the maker and which are not generally accessible or revealed to other persons.

The Principal shall serve as "public records coordinator" with responsibility and authority for ensuring compliance with the display, indexing, availability, inspection, and copying requirements of state law and this policy. As coordinator, the Principal shall authorize the inspection and copying of the District's records only in accordance with the criteria set forth in this policy. In accordance with Title 9, Chapter 3, Idaho Code, the following records shall not be subject to public inspection and/or copying:

Any public record exempt from disclosure by federal or state law or federal regulations to the extent specifically provided for by such law or regulation;

All personnel records of a current or former public official other than the public official's public service or employment history, classification, pay grade and step, longevity, gross salary and salary history, status, workplace and employing agency. All other personnel information relating to a public employee or applicant including, but not limited to, information regarding sex, race, marital status, birth date, home address and telephone number, applications, testing and scoring materials, grievances, correspondence and performance evaluations, shall not be disclosed to the public without the employee's or applicant's written consent;

Retired employees' and retired public officials' home addresses, home telephone numbers and other financial and nonfinancial membership records;

Records of a current or former employee other than the employee's duration of employment with the association, position held and location of employment. This exemption from disclosure does not include the contracts of employment or any remuneration, including reimbursement of expenses, of the executive director, executive officers or commissioners of the association. All other personnel information relating to an association employee or applicant including, but not limited to, information regarding sex, race, marital status, birth date, home address and telephone number, applications, testing and scoring materials, grievances, correspondence, retirement plan information and performance evaluations, shall not be disclosed to the public without the employee's or applicant's written consent;

Records relating to the appraisal of real property, timber or mineral rights prior to its acquisition, sale or lease by the District;

Any estimate prepared by the District that details the cost of a public project until such time as disclosed or bids are opened, or upon award of the contract for construction of the public project;

Examination, operating or condition reports and all documents relating thereto, prepared by or supplied to the District;

Records of any risk retention or self-insurance program prepared in anticipation of litigation or for analysis of or settlement of potential or actual money damage claims against the District and/or its employees except as otherwise discoverable under the Idaho or federal rules of civil procedure. These records shall include, but are not limited to, claims evaluations, investigatory records, computerized reports of losses, case reserves, internal documents and correspondence relating thereto. At the time any claim is concluded, only statistical data and actual amounts paid in settlement shall be deemed a public record unless otherwise ordered to be sealed by a court of competent jurisdiction. Provided however, nothing in this subsection is intended to limit the attorney client privilege or attorney work product privilege otherwise available to any public agency or independent public body corporate and politic;

Computer programs developed or purchased by or for the District for its own use. As used in this subsection, "computer program" means a series of instructions or statements which permit the functioning of a computer system in a manner designed to provide storage, retrieval and manipulation of data from the computer system, and any associated documentation and source material that explain how to operate the computer program. Computer program does not include:

1. The original data including, but not limited to, numbers, text, voice, graphics and images;
2. Analysis, compilation and other manipulated forms of the original data produced by use of the program; or
3. The mathematical or statistical formulas that would be used if the manipulated forms of the original data were to be produced manually.

Personal information from any file maintained for students. Information from student records shall be disclosed only in accordance with the requirements of the Family Educational Rights and Privacy Act of 1974 (FERPA) and adopted Xavier Charter School policy;

Test questions, scoring keys, or other examination data used to administer academic tests;

Preliminary drafts, notes, recommendations and intra-District memoranda in which opinions are expressed or policies formulated or recommended, except that a specific record shall not be exempt when publicly cited by the District in connection with any District action;

Records that are relevant to a controversy to which the District is a party but which records would not be available to another party under the rules of pre-trial discovery for cases pending resolution;

Records of buildings, facilities, infrastructures and systems when the disclosure of such information would jeopardize the safety of persons or the public safety. Such records may include emergency evacuation, escape or other emergency response plans, vulnerability assessments, operation and security manuals, plans, blueprints or security codes.

The District shall either grant or deny a person's request to examine or copy public records within three (3) working days of the date of the receipt of the request for examination or copying. If it is determined by the District that a longer period of time is needed to locate or retrieve the public records, the District shall so notify in writing the person requesting to examine or copy the records and shall provide the public records to the person no later than ten (10) working days following the person's request. If the District fails to respond, the request shall be deemed to be denied within ten (10) working days following the request. If the District denies the person's request for examination or copying the public records or denies in part and grants in part the person's request for examination and copying of the public records, the person legally responsible for administering the District or the District's designee shall notify the person in writing of the denial or partial denial of the request for the public record. The notice of denial or partial denial shall state that the attorney for the District has reviewed the request or shall state that the District has had an opportunity to consult with an attorney regarding the request for examination or copying of a record and has chosen not to do so. The notice of denial or partial denial also shall indicate the statutory authority for the denial and indicate clearly the person's right to appeal the denial or partial denial and the time periods for doing so. If the record requested for inspection and/or copying contains both information exempted from disclosure and non-exempt information, the District shall, to the extent practicable, produce the record with the exempt portion deleted and shall provide a written explanation for the deletion. The coordinator is authorized to seek an injunction to prevent the disclosure of records otherwise suitable for disclosure when it is determined that there is reasonable cause to believe that the disclosure would not be in the public interest and would substantially or irreparably damage any person or would substantially or irreparably damage vital governmental functions.



Legal Reference: Title 9, Chapter 3 Public Records

Visitors to the School

Policy Number: 4140

While the Charter School encourages visits by Board members, parents and citizens to the Charter School building(s), all visitors are required to report to the administration or principal's office upon entering any school building.

All building administrators shall ensure that prominent notices are posted at each entrance requiring that all visitors must first report to the administrative office. This includes all parents, board members, volunteers, social service workers, invited speakers, maintenance and repair persons not employed by the district, salespersons, representatives of the news media, former students and any other visitors.

Visits to individual classrooms during instructional time shall be permitted only with the principal's and teacher's approval and such visits shall not be permitted if their duration or frequency interferes with the delivery of instruction or disrupts the normal school environment.

Conferences should be held outside school hours or during the teacher's conference/prep time.

Cross Reference: 4320
4420

Disruption of School Operations
Sex Offenders

Accommodating Individuals with disabilities

Policy Number: 4150

Individuals with disabilities shall be provided an opportunity to participate in all school-sponsored services, programs, or activities on a basis equal to those without disabilities and will not be subject to illegal discrimination.

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

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

Oversee the District's compliance efforts, recommend necessary modifications to the Board, and maintain the District's final Title II self-evaluation document and keep it available for public inspection for at least three (3) years after its completion date.

Institute plans to make information regarding Title II's protection available to any interested party.

Individuals (other than students) with disabilities have the obligation to notify the principal if they have a disability which will require special assistance or services and, if so, what services are required. This notification should occur, as far as possible, before the school-sponsored function, program, or meeting.

Individuals with disabilities may allege a violation of this policy or federal law by reporting it to the Principal, as the Title II Coordinator, or by filing a grievance under the Uniform Grievance Procedure.



Legal Reference: Americans with Disabilities Act, 42 U.S.C. " 12111, et seq., and 12131, et seq.; 28 C.F.R. Part 35.

Student Support Organizations

Policy Number: 4200

The Board recognizes that parent, teacher and student organizations are an invaluable resource to the school and so supports their formation and vitality. While parent, teacher and student organizations have no administrative authority and cannot determine District policy, their suggestions and assistance are always welcome. Membership in these organizations must be open and unrestricted to all expressing an interest to contribute.

Booster clubs and/or special interest organizations may be formed to support and strengthen specific activities conducted within the school or District. All such groups must receive the approval of the principal, and the Xavier School Board of Directors in order to be recognized as a booster organization. Staff participation, cooperation and support are encouraged in such recognized organizations.

Fund-Raising by School Support Groups

Fund-raising by school support groups is considered a usual and desirable part of the function of such groups. The specific fund-raising activities must be approved in advance by the school principal. The principal must be consulted prior to any expenditure of earned funds. All such earned funds raised by school adjunct groups are to be used for the direct or indirect support of school programs.

Equipment and supplies purchased by support groups and donated to the schools becomes the property of the District and may be used or disposed of in accordance with Xavier Charter School Board policy and state law.

Use of School Property for posting notices

Policy Number: 4230

Non-school related organizations must ask the principal permission:

To display posters in the area reserved for community posters; or

To have flyers distributed to students.

Posters and/or flyers subject to a request must be student oriented, non-commercial and have the sponsoring organization's name prominently displayed. Permission will be denied to post or distribute any material that would:

1. Disrupt the educational process;
2. Violate the rights of others
3. Invade the privacy of others;
4. Infringe on a copyright; or
5. Be obscene, vulgar or indecent.
6. Commercial in nature and not benefiting the school.

No commercial publication shall be posted or distributed unless the purpose is to further a school activity, such as graduation, class pictures or class rings. No information from any candidates for non-student elective offices or other elective issue(s) shall be posted in the school, except on election day, or distributed to the students.

If permission is granted to distribute, the organization must arrange to have copies delivered to the school in a manner requested by the school(s). Distribution of the material will be arranged by the administration.

Distribution of Fund Drive literature through the students

Policy Number: 4240

It is the policy of this School to refrain from having the students, as student body members, used for collection or dissemination purposes.

Exceptions to this policy will be considered when recognized or student or school affiliated organizations of the School request permission to participate in such activity.

All exceptions must be approved in writing by the principal prior to the activity.

Conduct on School Property

Policy Number: 4300

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

Injure or threaten to injure another person;

Damage another's property or that of the District;

Violate any provision of the criminal law of the state of Idaho or laws of the City of Twin Falls and/or County ordinances;
Smoke or otherwise use tobacco products;
Consume, possess, or distribute alcoholic beverages, illegal drugs, or possess dangerous weapons at any time;
Impede, delay, or otherwise interfere with the orderly conduct of the District's educational program or any other activity occurring on school property;
Enter upon any portion of the school premises at any time for purposes other than those which are lawful and authorized by the Board;
Willfully violate other District rules and regulations. "School Property" means within school buildings, in vehicles used for school purposes, or on owned or leased school grounds. As circumstances warrant, appropriate action will be taken by the District's administrators and/or law enforcement.



Legal Reference: Pro-Children Act of 1994, 20 U.S.C. § 6081
I.C. § 33-205 Denial of school attendance
I.C. § 33-512 Maintenance of schools

Contact with students

Policy Number: 4310

Students are entrusted to the schools for educational purposes. Although educational purposes encompass a broad range of experiences, school officials must not assume license to allow unapproved contact with students by persons who are not employed by the District for educational purposes.

Teachers may arrange guest speakers on appropriate topics relative to the curriculum. Principals must approve guest speakers at least 48 hours prior to their presentations to students. Principals may approve school assemblies on specific educational topics of interest and relevance to the school program. Other types of contact by non-school personnel will normally not be permitted.

Outside organizations desiring to use the captive audience in a school for information, sales material, or special interest curricula will not be allowed access to the schools or students without prior written approval of the principal.

Disruption of School Operations

Policy Number: 4320

If any person disrupts or obstructs any school program, activity, or meeting, or threatens to do so, or commits, threatens to imminently commit or incites another to commit any act that will disturb or interfere with or obstruct any lawful task, function, process or procedure, of any student, official, employee or invitee of the District, the staff member in charge shall immediately notify the local law enforcement authorities of the incident.

The staff member in charge shall make a written report detailing the incident not later than twenty-four (24) hours from when the incident occurred.

A copy of the report shall be given to the staff member's immediate supervisor.



Legal Reference: I.C. § 33-512 Governance of schools

I.C. § 33-205 Denial of school attendance

I.C. § 33-1222 Freedom from abuse

I.C. § 18-916 Abuse of school teachers

I.C. § 18-6409 Disturbing the peace

Relations with Law enforcement and Child Protective services

Policy Number: 4400

The primary responsibility for maintaining proper order and conduct in the schools is that of school staff. Staff shall be responsible for holding students accountable for infractions of school rules, which may include minor violations of the law occurring during school hours or at school activities. Where there is substantial threat to the health and safety of students or others such as in the case of bomb threats, mass demonstrations with threat of violence, individual threats of substantial bodily harm, trafficking of prohibited drugs or the scheduling of events where large crowds may be difficult to handle, or firearms present, the appropriate law enforcement agency shall be called upon for assistance.

Information regarding major violations of the law shall be communicated to the appropriate law enforcement agency.

The District shall strive to develop and maintain cooperative working relationships with the law enforcement agencies. Procedures for cooperation between law enforcement, child protective and school authorities shall be established. Such procedures shall be made available to affected staff and periodically revised.



Legal Reference: I.C. § 33-205 Denial of school attendance

Interviewing of Students at school by law enforcement

Policy Number: 4410

All contact between the school and the police department on matters involving students shall be made through the school's administrative office.

The police have ample opportunity to talk to a student away from the school and before or after school hours. They should be encouraged to do so.

Law enforcement authorities should only be allowed to conduct an interview in the school if they can show that special circumstances exist or if the interview is at the request of the school. This determination should be made by the school administrator or Principal in conjunction with the law enforcement officer(s).

A. If the police have a warrant for the student's arrest, they must be permitted to arrest the student; however, whenever possible, the arrest should be conducted in the principal's office out of view of other students.

B. Law enforcement personnel should not be allowed to roam about the school until the student is found. They should remain in the administration office while school personnel seek out the student;

C. If possible, the educational program of the student should not be disrupted to allow for police questioning;

D. Any questioning by police should be conducted in a private room or area where confidentiality can be maintained;

E. If law enforcement officials are to be allowed to question a student under the age of eighteen (18), a reasonable attempt shall be made to notify the parents, except in cases of suspected child abuse or child neglect involving the parent. The parents should be given the opportunity to come to the school prior to the questioning;

F. If the parents are notified and able to attend, they should be allowed to request of law enforcement that they be present at the interview. If the parents are unable to attend, the administrator should request of law enforcement to be present at the interview, but should not take part in any questioning. The administrator should at all times remain a neutral observer.

Sex Offenders

Policy Number: 4420

Xavier Charter School recognizes the danger sex offenders pose to student safety. Therefore, to protect students while they travel to and from school, attend school or at school-related activities, the Charter School is implementing this policy.

Visitors to and Conduct on School Property

For purposes of this policy, "school property" means school buildings, school buildings not being used as a school, vehicles used for school purposes, any location being utilized during a

school athletic event or other school-sponsored event, properties posted with a notice that they are used by a school and school grounds.

Visitors are welcome on school property provided their presence will not be disruptive. All visitors must initially report to the building principal's office. Any person wishing to confer with a staff member must contact that staff member by telephone to make an appointment. Conferences with teachers are held outside school hours or during the teacher's conference/preparation period.

The Charter School expects mutual respect, civility and orderly conduct among all individuals on school property or at a school event. No person on school property or at a school event shall:

1. Injure, threaten, harass or intimidate a staff member, a school board member, sports official or coach, or any other person;
2. Damage or threaten to damage another's property;
3. Damage or deface Charter School property;
4. Violate any Idaho law, or town or county ordinance;
5. Smoke or otherwise use tobacco products;
6. Consume, possess, distribute or be under the influence of alcoholic beverages or illegal drugs, or possess dangerous devices or weapons;
7. Impede, delay, disrupt or otherwise interfere with any school activity or function (including using cellular phones in a disruptive manner);
8. Enter upon any portion of school premises at any time for purposes other than those that are lawful and authorized by the school board;
9. Operate a motor vehicle: (a) in a risky manner, (b) in excess of 20 miles per hour, or (c) in violation of an authorized Charter School employee's directive;
10. Engage in any risky behavior, including rollerblading, roller skating or skateboarding; or
11. Violate other Charter School policies or regulations, or an authorized Charter School employee's directive.

Convicted Sex Offender

State law prohibits a person who is currently registered or is required to register under the sex offender registration act to:

1. Be on or remain on the premises of a school building or school grounds when the person believes 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 school activity.
2. Loiter on a public way within five hundred (500) feet of the property line of school grounds or a school building when children under the age of eighteen (18) years are present.
3. Be in any vehicle owned, leased or contracted by a school to transport students to or from school or school-related activities when children under the age of eighteen (18) years are present in the vehicle.
4. Reside within five hundred (500) feet of a school, measured from the nearest point of the exterior wall of the offenders' dwelling unit to the school's property line, unless the person's residence was established prior to July 1, 2006.

The posted notices required in this section shall be at least one hundred (100) square inches, make reference to I.C. § 18-8329, include the term "registered sex offender" and be placed at commonly used entrances to the property. In addition, there shall be at least one (1) notice posted every six hundred sixty (660) feet along the property line.

Provided, however, section numbers 1 and 2 immediately above shall not apply when the person:

- A. Is a student in attendance at the school; or
- B. Is attending an academic conference with school officials as a parent or legal guardian of a child who is enrolled in the school and is participating in the conference; or
- C. Is attending a scheduled extracurricular school event with school officials as a parent or legal guardian of a child who is enrolled in the school and is participating in the school event; or
- D. Resides at a state licensed or certified facility for incarceration, health care or convalescent care; or
- E. Is picking up a child or children or dropping off a child or children and the person is the child or children's parent or legal guardian; or
- F. Is temporarily on school grounds, during school hours, for the purposes of making a delivery involving mail, food or other necessary delivery.
- G. Is exercising his or her right to vote in public elections;
- H. Is taking delivery of his mail through an official post office located on schools grounds;
- I. Has written permission from a school principal, vice-principal, or the equivalent, to be on the school grounds or upon other property posted with a notice that the property is used by a school; or

- J. Stays at a homeless shelter or resides at a recovery facility if such shelter or facility has been approved for sex offenders by the county sheriff or municipal police chief.

Sex Offender Registry Notification

The Principal or his/her designee shall request notification of registered sex offenders in the same or contiguous zip codes as the Charter School. The request can be made of either the Idaho State Police, the local Sheriff's Department, or the Idaho State Superintendent of Public Instruction. Such request and notification shall be made in accordance with Idaho Codes 18-8323 and 18-8324. The information in the sex offender registries is for purposes of protecting the public. It is not to be used for the purpose of harassing or intimidating anyone. See Idaho Code 18-8326.

Staff Notification

At a quarterly meeting, the Principal shall disseminate sex offender registry information received. The principal shall inform staff of the roles and responsibilities of staff in dealing with instances of convicted sex offenders on school property, including, but not limited to, sex offenders on school property without approval, and/or if a staff member is the school official assigned to escort the sex offender.

When sex offender registry information is disseminated by the principal, it shall include a notice that such information should not be shared with others and may only be used for the purposes discussed in this policy and in accordance with Idaho Code § 18-8326. Employees who share registry information with others may be disciplined.

Enforcement

Any staff member may request identification from any person on school property. Any staff member shall seek the immediate removal of any person who refuses to provide requested identification.

As circumstances warrant, the Charter School's administrators shall take appropriate action to enforce this policy. Violations will be handled as follows:

- Anyone observing a parent/guardian or other person violating this policy shall immediately notify the principal or designee. The principal or designee will request that the person act civilly or otherwise refrain from the prohibited conduct. If the person persists with uncivil or prohibited behavior, the principal shall request that the person immediately leave school property and may contact law enforcement, if appropriate.
- If a sex offender violates this policy, school officials shall immediately contact law enforcement.



Legal Reference:	I.C. § 18-8323	Public Access to Sexual Offender Registry Information
	I.C. § 18-8324	Dissemination of Registry Information
	I.C. § 18-8326	Penalties for Vigilantism or Other Misuse of Information
	I.C. § 18-916	Abuse of School Teachers
	I.C. § 33-512(11)	Governance of Schools