

**ARLEE PUBLIC SCHOOLS**

**4000 SERIES  
COMMUNITY RELATIONS**

**TABLE OF CONTENTS**

4120	Public Relations
4210	School-Support Organizations
4301	Visitors to Schools
4313	Disruption of School Operations
4315	Spectator Conduct and Sportsmanship for Athletic and Co-Curricular Events
4316	Accommodating Individuals with Disabilities
4330	Community Use of School Facilities
4331	Use of School Property for Posting Notices
4520	Cooperative Programs with Other Districts and Public Agencies
4550	Registered Sex Offenders
4700	Family Engagement

2  
3 **COMMUNITY RELATIONS**

4120

4  
5 Public Relations

6  
7 The District will strive to maintain effective two-way communications with the public to enable  
8 the Board and staff to interpret schools' needs to the community and provide a means for citizens  
9 to express their needs and expectations to the Board and staff.

10  
11 The Superintendent will establish and maintain a communication process within the school  
12 system and between it and the community. Such public information program will provide for  
13 news releases at appropriate times, arrange for media coverage of District programs and events,  
14 provide for regular direct communications between individual schools and the citizens they  
15 serve, and assist staff in improving their skills and understanding in communicating with the  
16 public.

17  
18 The District may solicit community opinion through parent organizations, parent-teacher  
19 conferences, open houses, and other events or activities which may bring staff and citizens  
20 together.

21  
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23  
24 Legal Reference: Art. II, Sec. 10, Montana Constitution

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27 Policy History:

28 Adopted on: 3/10/09

29 Reviewed on: 7/29/19

30 Revised on:

1 **Arlee Public Schools**

2  
3 **COMMUNITY RELATIONS**

4210

page 1 of 2

5 School-Support Organizations

6  
7 The Board recognizes that parent, teacher and student organizations are an invaluable resource to  
8 the District schools and so supports their formation and vitality. The Board encourages their  
9 suggestions and assistance. Membership in these organizations must be open and unrestricted.

10  
11 Booster clubs and/or special interest organizations may be formed to support and strengthen  
12 specific activities conducted within the school or District. All such groups must receive the  
13 approval of the school principal, Superintendent and the Board in order to be recognized as a  
14 booster organization. Staff participation, cooperation and support are encouraged in such  
15 recognized organizations.

16  
17 ***Fundraising by School Support Organizations***

18 Fundraising by school support groups is considered a usual and desirable part of the function of  
19 such groups. Specific fundraising activities must be approved in advance by the Principal. The  
20 Principal must be consulted before any expenditure of such funds. All such funds raised by  
21 school adjunct groups are to be used for direct or indirect support of school programs.  
22 Equipment purchased by support groups and donated to the schools becomes the property of the  
23 District and may be used or disposed of in accordance with District policy and state law.

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28 Policy History:

29 Adopted on: 3/10/09

30 Reviewed on: 7/29/19

31 Revised on:

1 **Arlee Public Schools**

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3 **COMMUNITY RELATIONS**

4301

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5 Visitors to Schools

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7 The District encourages visits by Board members, parents, and citizens to all District buildings.  
8 All visitors shall report to the principal's office on entering any District building. Conferences  
9 with teachers should be held outside school hours or during the teacher's conference or  
10 preparation time.  
11  
12  
13

14 Cross Reference: 4313 Disruption of School Operations  
15

16 Policy History:

17 Adopted on: 2/13/07

18 Reviewed on: 3/10/09, 7/29/19

19 Revised on:

1 **Arlee Public Schools**

2  
3 **COMMUNITY RELATIONS**

4313

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5 Disruption of School Operations

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

12  
13 The staff member in charge will make a written report detailing the incident no later than twenty-  
14 four (24) hours after the incident occurs. A copy of the report will be given to the staff member's  
15 immediate supervisor.

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19 Cross Reference: 4301 Visitors to Schools

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21 Legal Reference: § 20-1-206, MCA Disturbance of school - penalty  
22 § 20-5-201, MCA Duties and sanctions  
23 § 45-8-101, MCA Disorderly conduct

24  
25 Policy History:

26 Adopted on: 3/10/09

27 Reviewed on: 7/29/19

28 Revised on:

1 **Arlee Public Schools**

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3 **COMMUNITY RELATIONS**

4315

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5 Conduct on School Property

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

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  - 10 • Possess, carry or store a weapon at any time;
  - 11 • Injure or threaten to injure another person;
  - 12 • Damage another's property or that of the District;
  - 13 • Violate any provision of the criminal law of the state of Montana or town or county ordinance;
  - 14 • Smoke or otherwise use tobacco products, vapor products, alternative nicotine products, or marijuana products (tobacco includes, but is not limited to, cigarettes, cigars, snuff, smoking tobacco, smokeless tobacco, or any other tobacco or nicotine innovation) (marijuana products include but are not limited to edible products, ointments, tinctures, marijuana derivatives, marijuana concentrates, and marijuana intended for use by smoking or vaping);
  - 15 • Consume, possess, or distribute alcoholic beverages, illegal drugs, or medical marijuana at any time;
  - 16 • Impede, delay, or otherwise interfere with the orderly conduct of the District's educational program or any other activity occurring on school property;
  - 17 • Use vulgar or obscene language or gestures;
  - 18 • Disregard the directives of school officials or security personnel;
  - 19 • Enter upon any portion of school premises at any time for purposes other than those which are lawful and authorized by the Board; or
  - 20 • Violate other District rules and regulations.

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29 "School property" means within school buildings, in vehicles used for school purposes, or on owned or leased school grounds. These regulations are in effect year round, and during all District extra or co-curricular activities. District administrators will take appropriate action as circumstances warrant, up to and including recommending that the individual violating this policy be denied access to District property. If a recommendation is made to the Board to deny access to District property to an individual, that individual will be notified of date, time and place of the meeting of the Board as well as of the specific allegations to be presented to the Board.

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38 Cross References:	4313	Disruption of School Operations
39		
40 Legal References:	§ 20-1-206, MCA	Disturbance of school
41	§ 20-1-220, MCA	Use of tobacco on school property prohibited
42		(revised by House Bill 128)
43	§ 45-8-361, MCA	Possession of a weapon in a school building
44	§ 50-46-301, MCA	Montana Medical Marijuana Act
45	20 USC § 7101	Safe and Drug Free Schools &
46		Community Act

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2 Policy History

3 Adopted on: 2/14/02

4 Reviewed on: 3/10/09, 7/29/19

5 Revised on: 7/18/2023

## COMMUNITY RELATIONS

4316

Accommodating Individuals with Disabilities

Individuals with disabilities will be provided 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 when necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity. Covid-19 vaccine status will not be used as a basis to deny or allow equal opportunity to education.

An individual with a disability should notify the Superintendent or building principal if they have a disability which will require special assistance or services. 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 of federal law by reporting it to the Superintendent, as the Title II Coordinator, or by filing a grievance under the Section 504 and ADA Grievance Procedure.

*Service animals*

The District will comply with all state and federal laws, regulations, and rules regarding the use of service animals by a staff member, student, and community member required because that individual has a disability and the service animal is individually trained to do work or perform tasks for the benefit of that individual.

A service animal is any dog that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this policy. The work or tasks performed by a service animal must be directly related to the individual's disability. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship do not constitute work or tasks for the purposes of this definition. The District may permit the use of a miniature horse by an individual with a disability under circumstances established by the Superintendent.

The Superintendent will establish procedures regarding the use of service animals by individuals with disabilities.



1 28 C.F.R. §§ 35.104, 35.136

2  
3  
4 § 49-3-201, MCA et seq  
5 House Bill 702

6  
7 § 50-16-502, MCA

Nondiscrimination on the Basis of  
Disability in State and Local  
Government Services  
Governmental Code of Fair Practices  
Prohibits Discrimination Based on  
Vaccine Status  
Legislative findings (*Cited by House Bill  
702*)

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12 Policy History:

13 Adopted on: 3/10/09

14 Reviewed on: 7/29/19

15 Revised on: 8/17/2021

**COMMUNITY RELATIONS**

4330

Community Use of School Facilities

The Trustees are supportive of the people of the community using the school facilities for both educational and recreational purposes. The Administration shall be charged with the responsibility of coordinating and authorizing use of all grounds and facilities by groups other than those directly connected with the school. The Administration shall develop the rules, regulations, and procedures for the use of facilities. As required by the Boy Scouts of America Equal Access Act, the District shall provide an equal right of access to the Boy Scouts of America and other designated patriotic youth groups. Sexually oriented performances are not permitted on District property.

**Legal Reference:**

20 USC § 7905 Boy Scouts of America Equal Access Act  
House Bill 359 Prohibiting Sexually Oriented  
Performances on Public Property

Policy History:

Adopted on: 2/10/2000

Reviewed on: 7/29/19

Revised on: 3/10/09, 7/18/2023

4  
5 Use of School Property for Posting Notices

6  
7 Non-school-related organizations may request permission of the building principal to display  
8 posters in the area reserved for community posters or to have flyers distributed to students.

9  
10 Posters and/or flyers must be student oriented and have the sponsoring organization's name  
11 prominently displayed. The District will not permit the posting or distribution of any material  
12 that would:

13  
14 A. Disrupt the educational process;

15  
16 B. Violate the rights of others;

17  
18 C. Invade the privacy of others;

19  
20 D. Infringe on a copyright; or

21  
22 E. Be obscene, vulgar, or indecent.

23  
24 F. Promote the use of drugs, alcohol, tobacco, firearms, or certain products that create  
25 community concerns.

26  
27 No commercial publication shall be posted or distributed unless the purpose is to further a school  
28 activity, such as graduation, class pictures, or class rings. No information from any candidates  
29 for non-student elective offices shall be posted in or around school district property, or  
30 distributed to the students.

31  
32 If permission is granted to distribute materials, the organization must arrange to have copies  
33 delivered to the school. Distribution of the materials will be arranged by administration.

34  
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36  
37 Policy History:

38 Adopted on: 2/13/07

39 Reviewed on: 3/10/09. 7/29/19

40 Revised on: 09/11/12

1 **Arlee Public Schools**

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3 **COMMUNITY RELATIONS**

4520

4  
5 Cooperative Programs with Other Districts and Public Agencies

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7 Whenever it appears to the economic, administrative, and/or educational advantage of the  
8 District to participate in cooperative programs with other units of local government, the  
9 Superintendent will prepare and present for Board consideration an analysis of each cooperative  
10 proposal.

11  
12 When formal cooperative agreements are developed, such agreements shall comply with  
13 requirements of the Interlocal Cooperation Act, with assurances that all parties to the agreement  
14 have legal authority to engage in the activities contemplated by the agreement.

15  
16 The District may enter into an interlocal agreement providing for the sharing of teachers,  
17 specialists, superintendents, or other professional persons licensed under Title 37, MCA. If the  
18 District shares a teacher or specialist with another district(s), the District's share of such  
19 teacher's or specialist's compensation will be based on the total number of instructional hours  
20 expended by the teacher or the specialist in the District.

21  
22 The District may enter a multidistrict agreement with one or more districts for a district to  
23 provide culturally rooted instruction aligned to a learning environment for English language  
24 learners or an Indian language immersion program to pupils of a district participating in the  
25 multidistrict agreement.

26  
27  
28 Legal Reference: §§ 7-11-101, *et seq.*, MCA Interlocal Cooperation Act  
29 § 20-3-363, MCA Multidistrict agreements – fund  
30 transfers (*revised by House Bill 214*)  
31 §§ 20-7-451 through 456, MCA Authorization to create full service  
32 education cooperatives  
33 §§ 20-7-801, *et seq.*, MCA Public recreation  
34  
35

36 Policy History:

37 Adopted on: 12/13/01

38 Reviewed on: 3/10/09, 7/29/19

39 Revised on: 7/18/2023

1 **Arlee Public Schools**

2  
3 **COMMUNITY RELATIONS**

4550

page 1 of 2

4  
5 Registered Sex Offenders

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7 The State of Montana has determined that perpetrators of certain sex crimes pose a continuing  
8 threat to society as a whole even after completion of their criminal sentences. Recognizing that  
9 the safety and welfare of students is of paramount importance, Arlee Public Schools declare that,  
10 except in limited circumstances, Arlee Public Schools should be off limits to registered sex  
11 offenders.

12  
13 Employment

14  
15 Notwithstanding any other Board policy, individuals listed by the State of Montana as registered  
16 sex offenders are ineligible for employment in any position within Arlee Public Schools.  
17 However, the Superintendent shall have discretion consistent with other Board policies to  
18 recommend an individual whose name has been expunged from the Sex Offender Registry.

19  
20 School Off Limits

21  
22 The District hereby declares that no registered sex offender whose victim was a minor may come  
23 on, about, or within one thousand (1,000) feet of any District-owned buildings or property except  
24 as otherwise provided in this policy. If an administrator becomes aware that such a sex offender  
25 is on, about, or within one thousand (1,000) feet of school property, the administrator shall direct  
26 the sex offender to immediately leave the area. The Board authorizes the administrator to request  
27 the assistance of the appropriate law enforcement authorities to secure the removal of any  
28 registered sex offender from the area. If a registered sex offender disregards the terms of this  
29 policy or the directives of the school administrator, then the Superintendent is authorized to  
30 confer with counsel and to pursue such criminal or civil action as may be necessary to enforce  
31 compliance with this policy.

32  
33 This policy shall not be construed to impose any duty upon any administrator or any other  
34 employee of the District to review the Sex Offender Registry or to screen individuals coming on  
35 or within one thousand (1,000) feet of school property to ascertain whether they are on the  
36 Registry. This policy shall only apply when administrators are actually aware that the person in  
37 question is on the Sex Offender Registry and that the offender's victim was a minor.

38  
39 The provisions of this policy prohibiting a registered sex offender from coming on, about, or  
40 within one thousand (1,000) feet of school property shall not apply in the event that a sex  
41 offender's name should be expunged from the Registry.

42  
43 Rights of Parents on the Sex Offender Registry

44  
45 In the event that a registered sex offender whose victim was a minor has a child attending the  
46 District, the administrator of the school where the child attends shall be authorized to modify this

policy's restrictions to permit the parent to drop off and pick up the child from school and to come onto campus to attend parent-teacher conferences. However, the parent may not linger on or about school property before or after dropping off his or her child, and the parent is prohibited from being in any part of the school building except the main office.

This policy does not impose a duty upon the administrator of any school or any other employee of the District to review the Sex Offender Registry and the school system's directory information to ascertain whether a registered sex offender may have a child attending school in the District. The provisions of this policy shall apply only if an administrator actually becomes aware that a parent of a student at the school is a registered sex offender.

To facilitate voluntary compliance with this policy, administrators are encouraged to speak with any affected parents upon learning of their status as registered sex offenders to communicate the restrictions of this policy. At all times, the administrator shall endeavor to protect the privacy of the offender's child.

In the event of a truly exceptional situation such as graduation, a parent on the Sex Offender Registry may ask the Superintendent for a waiver of this policy to permit the parent to attend these special events. It is the intent of the Board, however, that these special circumstances be truly unusual and infrequent occurrences.

Legal Reference:	§ 46-23-501, MCA	Sexual or Violent Offender Registration Act
	<u><a href="http://www.doj.mt.gov/svor/">www.doj.mt.gov/svor/</a></u>	Sexual or Violent Offender Registry

Policy History:

Adopted on:

Reviewed on: 7/29/19

Revised on: 8/12/08, 3/10/09

COMMUNITY RELATIONS

4700

Family and Community Engagement

The Board recognizes the importance of engaging families in the education of children. The Superintendent and staff shall undertake activities designed to:

- Encourage families to actively participate in the life of their children’s schools;
- Ensure families feel welcomed, valued, and connected to one another, school staff, and to what students are learning and doing in class;
- Encourage families and school staff to engage in regular, two-way meaningful communication about student learning;
- Ensure continuous collaboration between families and school staff to support student learning and healthy development both at home and at school and have regular opportunities to strengthen their knowledge and skills to do so effectively;
- Empower families to be advocates for their own and other children to ensure that students are treated equitably and have access to learning opportunities that will support their success;
- Allow families and school staff to partner in decisions that affect children and families and together inform, influence, and create policies, practices, and programs;
- Encourage families and school staff to collaborate with members of the community to connect students, families, and staff to expand learning opportunities, community services, and civic preparation;
- Encourage families and school staff to collaborate with members of the community to connect students, families, and staff to post-secondary education opportunities, including workforce training, apprenticeship opportunities, career pathways, and degree programs, and encourage students to explore college and career planning tools (including Free Application for Federal Student Aid completion) and incentives provided by post-secondary institutions.

To the extent feasible and appropriate, the District will attempt to coordinate and integrate parent and family engagement strategies with other relevant federal, state, and local laws and programs, including but not limited to Title I programs.

Cross Reference:	Board Policy 2158	Family Engagement Policy
	Board Policy 2160	Federal Funding and Title I
		Administrative Procedures

Legal Reference:	§ 10.55.722, ARM	Family and Community Engagement
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- 1 Policy History
- 2 Adopted on: 7/29/19
- 3 Revised on: 7/18/2023
- 4