

Community Relations

CONCEPTS AND ROLES

BP 1000

Iditarod School Board

The Iditarod School Board recognizes that the state and local community determine the number of educational programs available and the quality of the educational process in general. Therefore, it is imperative that members of the community work with the Iditarod School Board and staff in developing sound educational policies, implementing programs and establishing an effective evaluation process for those programs.

School/community relations cannot merely be described as a process of reporting and interpreting, but rather can be characterized as a partnership in pursuit of excellence. It is a partnership in which community members, educators, and other school personnel perform their respective roles in view of the best interests of the schools and, most importantly, the students.

The administration is responsible for all public communication except for such matters as the Iditarod School Board may wish to deal with publicly itself.

(cf. 1100 – Communication with the Public)

Legal Reference:

Alaska Statutes

14.03.120 Education Planning

Revised 9/98

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

YOUTH SERVICES

BP 1020

Note: The policy endorses cooperation among all sectors of the community in order to respond to the many needs of children.

The Iditarod School Board perceives that increasing numbers of children live in poverty or neglect. Children who come to school with unmet physical, social and emotional needs are unable to devote themselves to learning. Our future depends upon these children becoming literate, independent and productive citizens. The Iditarod School Board believes that all aspects of a child's welfare must become our society's top priority.

The Iditarod School Board realizes that local schools alone cannot meet our children's complex individual needs. The schools have, therefore, a legitimate interest in cooperating with public and private agencies that provide day care, nutrition, and health services for children. The victims of homelessness, exploitation, substance abuse and child abuse may need multiple services which should be coordinated in order to avoid gaps, duplication, or delay. Schools, local government, businesses, foundations and charitable organizations all must work together to improve conditions for our community's youth.

Children have a right to have their physical, emotional and intellectual needs met. The Iditarod School Board supports public policies which respect children by meeting their needs. The Iditarod School Board will advocate for local, state and national public and private policies, legislation and programs designed to provide or better coordinate services that help children to make the most of their educational opportunities.

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

COMMUNICATION WITH THE PUBLIC

BP 1100

The Iditarod School Board appreciates the importance of community involvement and therefore shall strive to keep the community informed of developments within the school district in timely and understandable ways.

The Superintendent or designee shall use various means of communication to keep the public aware of the goals, programs, achievements and needs of our schools. Members of the community shall have opportunities to become involved in the schools and to express their interests and concerns.

The district shall seek to communicate in ways that accommodate the needs of all members of the public, including those with disabilities and those who are non-English speakers.

(cf. 0420 - School-Based Management/School Advisory Boards)

(cf. 1000 – Concepts & Roles)

(cf. 1340 - Access to District Records)

(cf. 5145.6 - Notifications Required by Law)

(cf. 9320 - School Board Meetings)

(cf. 0510 – School District Report Card)

Legal Reference:

ALASKA STATUTES

14.03.120 Education Planning; Reports

ALASKA ADMINISTRATIVE CODE

4 AAC 06.895 Report card to the public

Revised 3/2015

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: April 2015**

Community Relations

MEDIA RELATIONS

BP 1112

Note: This policy addresses roles and responsibilities regarding media relations and may be revised as necessary to reflect district philosophy and needs.
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The Iditarod School Board recognizes that the media significantly influences the public's understanding of school issues and can greatly assist the district in communicating with the community.

The Iditarod School Board respects the public's right to information and recognizes that the media has a legitimate interest in the schools and a responsibility to provide the community with news.

Media representatives are welcome at all Iditarod School Board meetings and shall receive meeting announcements and agendas upon request.

(cf. 9320 – Board Meetings)

Like all other visitors, media representatives must register in the school office when coming on campus during school hours.

(cf. 1250 – Visits to the School)
(cf. 3515.2 – Intruders on Campus)

The Superintendent or designee shall coordinate the release of information concerning the district and the actions of the Iditarod School Board. The Principal/Principal-Teacher or designee of each school shall provide the media with information relating to his/her school, including information about student awards, school accomplishments and events of special interest.

(cf. 9010 – Public Statements)

During crisis situations, all media inquiries shall be routed to the Superintendent or designee, who shall prepare and update an official statement responding to the particular situation as events unfold.

The district shall not release information which is private or confidential as identified by law and Iditarod School Board policy or administrative regulation.

(cf. 1340 – Access to District Records)
(cf. 5125 – Student Records; Confidentiality)

IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014

Community Relations

DISTRICT-SPONSORED SOCIAL MEDIA

BP 1114 (a)

Note: The following optional policy is for use by districts that have created an official district (i.e., district-sponsored) social media platform. “Social media” is defined in the accompanying administrative regulation as an online platform for collaboration, interaction, and active participation, including social networking sites such as Facebook, Twitter, YouTube, LinkedIn, or blogs. Districts that have not created such platforms should delete this policy and regulation.

District strategies for effective use of online social media may be incorporated into the district’s comprehensive communications plan; *see* BP 1100 – Communication with the Public.

The Iditarod School Board recognizes the value of technology such as social media platforms in promoting community involvement and collaboration. The purpose of any official district social media platform shall be to further the district’s vision and mission, support student learning and staff professional development, and enhance communication with students, parents/guardians, staff, and community members.

(cf. 0000 – Concepts and Roles)

(cf. 1100 – Communication with the Public)

(cf. 1112 – Media Relations)

(cf. 4170/4270/4370 – District Issued Portable Technology)

(cf. 6020 – Parent Involvement)

(cf. 6145.5 – Student Organizations and Equal Access)

(cf. 6161.5 – Web Sites/Pages)

Note: To minimize liability to the district, it is important that the district’s social media policy clearly define the official social media platforms over which it has control and to specify the standards, guidelines, and protocols for their use. An “official district social media platform” is defined in the accompanying administrative regulation. District policy and guidelines do not apply to personal social media platforms that may be created by students, staff members, or other individuals which may sometimes include discussion of district-related issues but are not sponsored by the district.

The Superintendent or designee shall develop content guidelines and protocols for official district social media platforms to ensure the appropriate and responsible use of these resources and compliance with law, Board policy, and regulation.

Guidelines for Content

Note: Because of the open accessibility of social media, content will be posted by members of the public on the district’s official platform without prior approval by district staff. By allowing the public to post comments, some legal analysts have opined that a “limited public forum” is created which grants individuals certain freedom of speech rights and limits the district’s ability to remove comments or posts. In order to protect against possible constitutional challenges, any removal of content by the district should be based on viewpoint-neutral considerations, such as prohibitions of posts that violate laws against discrimination or harassment or that are unrelated to the purpose of the site.

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

DISTRICT-SPONSORED SOCIAL MEDIA (continued)

BP 1114 (b)

Note continued: In addition, in order to help maintain the district's ability to remove content, users should be informed of the purpose of the site and the limited nature of the discussion and district staff should regularly monitor sites so that materials are removed in an even-handed and consistent manner. See the accompanying administrative regulation for language regarding removal of posts and monitoring of sites. It is recommended that the district consult legal counsel prior to adopting this policy and regulation to ensure that any provisions related to removal of posts or discipline of students or staff are consistent with law.

Official district social media platforms shall be used only for their stated purposes and in a manner consistent with this policy and administrative regulation. By creating these official sites and allowing for public comment, the Board does not intend to create a limited public forum or otherwise guarantee an individual's right to free speech.

(cf. 5145.2 – Freedom of Speech/Expression)

(cf. 6145.5 – Student Organizations and Equal Access)

The Superintendent or designee shall ensure that the limited purpose of the official district social media platforms is clearly communicated to users. Each site shall contain a statement that specifies the site's purposes, along with a statement that users are expected to use the site only for those purposes. Each site shall also contain a statement that users are personally responsible for the content of their posts.

Official district social media platforms may not contain content that is obscene, libelous, or so incites students as to create a clear and present danger of the commission of unlawful acts on school premises, violation of school rules, or substantial disruption of the school's orderly operation.

(cf. 5131 – Conduct)

Note: Staff and students who post prohibited content on official district social media platforms are subject to discipline in accordance with district policies and regulations. A student may be subject to suspension or expulsion if he/she engages in an act of bullying by means of an electronic act; *see* AR 5144.1 – Suspension and Expulsion, and BP 5131.43 – Harassment, Intimidation and Bullying.

When staff and students misuse the district's technological resources, they also may be subject to cancellation of user privileges in accordance with the district's Agreement for Acceptable Use of the Internet; *see* BP/AR/E 6161.4 – Internet

Staff or students who post prohibited content shall be subject to discipline in accordance with district policies and administrative regulations.

(cf. 4118 – Suspension/Disciplinary Action)

(cf. 4119.21/4219.21/4319.21 – Code of Ethics)

(cf. 4170/4270/4370 – District Issued Portable Technology)

Cross-reference continued on next page

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

DISTRICT-SPONSORED SOCIAL MEDIA (continued)

BP 1114 (c)

(cf. 4218 – Dismissal/Suspension/Disciplinary Action)

(cf. 5144 – Discipline)

(cf. 5144.1 – Suspension and Expulsion)

(cf. 6161.4 – Internet)

Note: Communication on social media platforms may raise legal issues for users regarding public records laws. In addition, individual School Board members using social media platforms must be careful not to violate the Open Meetings Act. In addition, information posted may be considered a record subject to the Public Records Act.

Users of official district social media platforms should be aware of the public nature and accessibility of social media and that information posted may be considered a public record subject to disclosure under the Public Records Act. The Board expects users to conduct themselves in a respectful, courteous, and professional manner.

(cf. 1340 – Access to District Records)

(cf. 9012 – Communications to and from the School Board)

Privacy

The Superintendent or designee shall ensure that the privacy rights of students, parents/guardians, staff, Board members, and other individuals are protected on official district social media platforms.

(cf. 5125.1 – Release of Directory Information)

Social media and networking sites and other online platforms shall not be used by district employees to transmit confidential information about students, employees, or district operations.

(cf. 4119.23/4219.23/4319.23 – Unauthorized Release of Confidential Information)

(cf. 5145.15 – Student and Family Privacy Rights)

(cf. 5125 – Student Records)

Legal Reference:

UNITED STATES CODE

Federal copyright law, 17 U.S.C. 101–1101

Federal Family Educational Rights and Privacy Act, 20 U.S.C. 1232g

Employee rights to engage in concerted, protected activity, 29 U.S.C. 157

Section 503 of the Rehabilitation Act of 1973; accessibility to federal web sites, 29 U.S.C. 794

CODE OF FEDERAL REGULATIONS, TITLE 34

34 C.F.R. 99.1–99.67 Family Educational Rights and Privacy

Added 3/2012

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

DISTRICT-SPONSORED SOCIAL MEDIA

AR 1114 (a)

Definitions

Social media means any online platform for collaboration, interaction, and active participation, including, but not limited to, social networking sites such as Facebook, Twitter, YouTube, LinkedIn, or blogs.

Note: To minimize liability to the district, it is important that the district clearly define the official social media platforms over which it has control and to specify the standards, guidelines, and protocols for their use. The following definition may be revised to reflect district practice. District policy and guidelines do not apply to personal social media platforms that may be created by students, staff members, or other individuals which may sometimes include discussion of district-related issues but are not sponsored by the district.

Official district social media platform is a site authorized by the Superintendent or designee. Sites that have not been authorized by the Superintendent or designee but that contain content related to the district or comments on district operations, such as a site created by a parent-teacher organization, booster club, or other school-connected organization or a student's or employee's personal site, are not considered official district social media platforms.

(cf. 1240 – School-Connected Organizations)

Authorization for Official District Social Media Platforms

The Superintendent or designee shall authorize the development of any official district social media platform. Teachers and coaches shall obtain approval from the Principal/Principal-Teacher before creating an official classroom or team social media platform.

Guidelines for Content

The Superintendent or designee shall ensure that official district social media platforms provide current information regarding district programs, activities, and operations, consistent with the goals and purposes of this policy and regulation. Official district social media platforms shall contain content that is appropriate for all audiences.

(cf. 0510 – School District Report Card)
(cf. 1100 – Communication with the Public)
(cf. 1112 – Media Relations)
(cf. 4170/4270/4370 – District Issued Portable Technology)
(cf. 6020 – Parent Involvement)
(cf. 6145.5 – Student Organization and Equal Access)
(cf. 6161.5 – Web Sites/Pages)

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

DISTRICT-SPONSORED SOCIAL MEDIA (continued)

AR 1114 (b)

Note: Federal copyright law (17 USC 107) and the courts have generally provided that teachers, students, and schools are allowed to make “fair use” of materials for instructional purposes in situations which are not likely to deprive a publisher or an author of income; *see* BP/AR 6162.6 - Use of Copyrighted Materials. Unless there is a clear statement that text, art, or photos are in the “public domain” and available for free use, such material should not be replicated without prior permission of the owner of the copyright.

The Superintendent or designee shall ensure that copyright laws are not violated in the use of material on official district social media platforms.

(cf. 4132/4232/4332 – Publication or Creation of Materials)

(cf. 6162.6 – Use of Copyrighted Materials)

Note: Because of the open accessibility of social media, content will be posted by members of the public on the district’s official platform without prior approval by district staff. By allowing the public to post comments, some legal analysts have opined that a “limited public forum” is created which grants individuals certain freedom of speech rights and limits the district’s ability to remove comments or posts.

In order to protect against possible constitutional challenges, any removal of content by the district should be based on viewpoint-neutral considerations, such as preventing the violation of laws against discrimination or harassment or the posting of materials that are unrelated to the purpose of the site. The district should consult legal counsel to ensure that its guidelines for removal of posts are consistent with law. Also *see* the accompanying Board policy.

The Superintendent or designee shall ensure that official district social media platforms are regularly monitored. Staff members responsible for monitoring content may remove posts based on viewpoint-neutral considerations, such as lack of relation to the site’s purpose or violation of the district’s policy, regulation, or content guidelines.

Each official district social media platform shall prominently display:

1. The purpose of the site, along with a statement that users are expected to use the site only for those intended purposes.
2. Information on how to use the security settings of the social media platform.
3. A statement that the site is regularly monitored and that any inappropriate post will be promptly removed. Inappropriate posts include those that:
 - a. Are obscene, libelous, or so incite students as to create a clear and present danger of the commission of unlawful acts on school premises, violation of school rules, or substantial disruption of the school’s orderly operation

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

DISTRICT-SPONSORED SOCIAL MEDIA (continued)

AR 1114 (c)

- b. Are not related to the stated purpose of the site, including, but not limited to, comments of a commercial nature, political activity, and comments that constitute discrimination or harassment

(cf. 0410 – Nondiscrimination in District Programs and Activities)

(cf. 1325 – Advertising and Promotion)

4. Protocols for users, including expectations that users will communicate in a respectful, courteous, and professional manner.
5. A statement that users are personally responsible for the content of their posts and that the district is not responsible for the content of external online platforms.
6. A disclaimer that the views and comments expressed on the site are those of the users and do not necessarily reflect the views of the district.
7. A disclaimer that any user's reference to a specific commercial product or service does not imply endorsement or recommendation of that product or service by the district.
8. The individual(s) to contact regarding violation of district guidelines on the use of official district social media platforms.

Appropriate Use by District Employees

Note: For policy language regarding appropriate employee communications and relationships with students, <i>see</i> BP 4119.21/4219.21/4319.21 – Code of Ethics and BP 6161.4 – Internet.

District employees who participate in official district social media platforms shall adhere to all applicable district policies and procedures, including, but not limited to, professional standards related to interactions with students.

(cf. 4119.21/4219.21/4319.21 – Code of Ethics)

(cf. 6161.4 – Internet)

When appropriate, employees using official district social media platforms shall identify themselves by name and district title and include a disclaimer stating that the views and opinions expressed in their post are theirs alone and do not necessarily represent those of the district or school.

All staff shall receive information about appropriate use of the official district social media platforms.

(cf. 4131/4231/4331 – Staff Development)

Added 3/2012

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

PUBLIC INVOLVEMENT IN IDITAROD SCHOOL BOARD MEETINGS BP 1120

The Iditarod School Board encourages community involvement in the schools as an essential element of effective schools. The Iditarod School Board and administration shall provide an opportunity for the input of parents and interested community members on Iditarod School Board agenda items.

(cf. 9320 – Meetings)

(cf. 9321 – Closed Meetings)

(cf. 9322 – Agenda/Meeting Materials)

(cf. 9323 – Meeting Conduct)

(cf. 9323.2 – Actions by Board)

Revised 9/97

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

RESPONSIBILITIES OF THE IDITAROD SCHOOL BOARD

BP 1140

The responsibility of the Iditarod School Board is the management and control of the district's schools. The Iditarod School Board's prime functions are the formulation of policies and the judgment of results. Its ultimate goal is the maintenance and upgrading of the educational standards and facilities so that the best possible education will be available to the children of the community.

(cf. 9300 – Governance)

The local school district has been created as a unit of state government. The Iditarod School Board is, therefore, responsible to the local community and to the state government. The Iditarod School Board may take a public position on legislation which will directly affect the education program within the community.

Members of the Iditarod School Board individually will refer compliments, suggestions and constructive criticism about operational matters directly to the Superintendent or designee for appropriate consideration and action. Comments affecting policy will be routed through regular channels to the Iditarod School Board meeting agenda for consideration by the Iditarod School Board as a whole.

(cf. 1312 – Public Complaints Concerning the Schools)

(cf. 9000 – Role of the School Board and Members)

(cf. 9010 – Public Statements)

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

COMMENDATIONS AND AWARDS

BP 1150

The Iditarod School Board believes that individuals and organizations deserve recognition when they provide contributions or longstanding service to the district. The Iditarod School Board believes that commending such service promotes increased community understanding and participation.

(cf. 1700 – Relations between Private Industry and the Schools)

The Superintendent or designee shall establish procedures by which Iditarod School Board members, employees or members of the community may suggest persons or organizations for Iditarod School Board recognition. At the Iditarod School Board's discretion, letters of recognition, Iditarod School Board resolutions, plaques or awards may be presented.

The Iditarod School Board encourages similar forms of recognition for achievement or services as part of school-level commendation programs.

(cf. 4156-2 – Awards and Recognition)

(cf. 5126 – Awards for Achievement)

Community Relations

COMMENDATIONS AND AWARDS

AR 1150

Any Iditarod School Board member, employee, parent/guardian, student or community member may submit the name of an individual or organization to the Superintendent or designee for Iditarod School Board recognition.

Persons proposing the recognition of an individual or organization shall also indicate a suggested type of recognition which may include, but is not limited to, the following:

Plaques or awards or other tokens of appreciation, to be presented at an Iditarod School Board meeting, for providing the district or community with special, unusual or long-term assistance.

Iditarod School Board Resolution, to be read at an Iditarod School Board meeting, for distinguished service to children and youth.

Letter of Recognition, to be prepared by the Superintendent or designee on behalf of the Iditarod School Board, for significant achievement and/or service by groups such as the basketball team, choir, band, and parent/guardian/community organizations.

Receptions and other informal recognition activities.

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

ADVISORY QUESTIONS

BP 1220

Note: Pursuant to AS 14.08.071, regional school boards may adopt a resolution that an advisory question relating to education be placed on the School Board's next election ballot. The resolution must be filed with the division of elections on or before the first Friday in August of the year in which the advisory question is to be placed on the ballot. The advisory question may consist of no more than 100 words and must be worded in a manner that allows the advisory question to be answered with a "yes" to favor the question or "no" to oppose the question.

Iditarod School Board members recognize the need to seek ideas and opinions from the residents of the district and to incorporate community views into the deliberations and decisions of the Iditarod School Board. In furthering this goal, the Iditarod School Board may adopt a resolution that an advisory question relating to education be placed on the next election ballot. The Iditarod School Board, staff, students, and members of the community are encouraged to provide input in the formulation of advisory questions.

Legal Reference:

ALASKA STATUTES

14.08.71 Elections; advisory votes

Added 9/97

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

CITIZEN ADVISORY COMMITTEES

BP 1230 (a)

The Iditarod School Board recognizes that citizen advisory committees enable both citizens and educators to better understand the attitudes and opinions held in the school and community.

As the need arises, the Iditarod School Board may establish citizen advisory committees to consider school problems, needs and issues. Advisory committees shall serve in a strictly advisory capacity and shall not act as policy-making bodies.

(cf. 0420 – School-Based Management/Site Councils)

Committee members shall represent a cross section of qualified people throughout the district, except in those cases where a committee is established to address the needs of a particular segment of the school community. With Iditarod School Board approval, the Superintendent or designee or may appoint committee members.

Note: AS 14.14.300 allows the appointment of persons 17-21 years of age to any advisory committee if recommended by a district committee on the involvement of young people in school governance established pursuant to AS 14.14.250.
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When committees are appointed, committee members shall receive a written statement including, but not be limited to:

The committee members' names.

The specific charges of the committee, including its topic(s) for study or well-defined area(s) of activity.

The specific period of time that the committee is expected to serve.

Legal requirements regarding meeting conduct and public notifications.

Resources available to help the committee complete its tasks.

Timelines for progress reports and/or final report.

Relevant Iditarod School Board policies and administrative regulations.

The procedure to be used in the selection of the committee chairperson and other committee officers.

The Iditarod School Board shall have the sole power to dissolve any of its advisory committees and may exercise this power at any time.

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

CITIZEN ADVISORY COMMITTEES (continued)

BP 1230 (b)

Citizen advisory committees established by Iditarod School Board action shall provide public notice of their meetings and conduct such meetings in accordance with the state open meetings laws for such committees. All major conclusions and recommendations made by advisory committees shall be made available to the public in writing.

(cf. 9130 – School Board Committees)

Administrative Advisory Committees

With advanced Iditarod School Board approval, the Superintendent or designee may establish citizen advisory committees to advise the administration.

The Superintendent or designee shall inform the Iditarod School Board when such committees are established and shall describe their charges, size, term of office, and membership. The Superintendent or designee shall inform the Iditarod School Board of the persons appointed to such committees and any changes in committee membership or charge.

The Superintendent or designee shall provide the Iditarod School Board with a final report of each committee's accomplishments and shall provide summary reports and appraisals of administrative advisory committees as requested by the Iditarod School Board.

(cf. 2230- Representative and Deliberative Groups)

Expenses, Travel, Reimbursement

The Iditarod School Board may allocate funds for the use of advisory committees. Within budget allocations, the Superintendent or designee may approve requests for travel associated with the charge of the committee and reimburse committee members for expenses at the same rates and under the same conditions as those provided for district employees.

(cf. 4133/4233 – Travel; Reimbursement)

Legal Reference:

ALASKA STATUTES

14.08.115 Advisory school boards in regional educational attendance areas

14.12.35 Advisory school boards in borough school districts

14.14.250 –14.14.310 Involvement of Young People in School Governance

Revised 1/04

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

SCHOOL-CONNECTED ORGANIZATIONS

BP 1240

The Iditarod School Board recognizes that parents/guardians may wish to organize clubs for the purpose of supporting the educational program and/or extracurricular programs such as athletic teams, debate teams, and musical groups. The Iditarod School Board supports such activities and welcomes parental interest and participation. Parent/guardian clubs shall be especially careful not to seek advantages for the activities they support if those advantages might be detrimental to the entire school program.

In order to protect the district and students, the Superintendent or designee shall establish appropriate controls for the relationship between such organizations and the district.

(cf. 1321 – Solicitation of Funds)

(cf. 3290 – Gifts, Grants and Bequests)

Revised 9/97

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: May 2015**

Community Relations

SCHOOL-CONNECTED ORGANIZATIONS

E 1240

SCHOOL-CONNECTED ORGANIZATIONS AND STUDENT ACTIVITY FUND RAISING ACTIVITIES

1. All fund raising activities should clearly state what the specific fundraising activity money is being used for.
2. All funds must be processed through the Principal/Principal-Teacher and IASD Business Office.
3. No advance will be given any group if money for a trip is not raised by the scheduled trip date and submitted to the District Office.
4. Only approved student activities will be counted as a day in school. Unapproved activities will count as an absence.
5. Approved activities will be covered under district insurance.
6. All out of state trips must receive prior board approval.
7. No travel arrangements will be made for any student trip before a budget of all trip expenses is submitted and reviewed by business personnel for accuracy and all funds for the trip are deposited into the school district's checking account.
8. The Principal/Principal/Teacher will monitor all accounts with oversight from the IASD business office.
9. When money is sent from schools outside McGrath it must be in the form of a money order or check. No cash is to be sent through the mail.
10. Fundraising activities is for the purpose of group activities. Monies will not be raised for individual student gain or given to any individual student in the form of cash or material items without prior IASD Board approval.
11. All money should be immediately accounted for and placed in a locked location until it is sent to the district office in McGrath.
12. No money raised by students for activities may be used for any other activity other than that which has been designated as the original purpose for said money. In the event that an account or activity is inactive for more than three years, the ASB is authorized to reallocate funds available to another site activity/club.
13. In the event that an activity or club is inactive for more than three years and has a pos,
14. All accounts must have a positive balance by the end of May or the Superintendent or designee will adjust the accounts to close out over expended accounts.

Cf 3452 Student Activity Funds

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: May 2015**

Community Relations

VOLUNTEER ASSISTANCE

BP 1250

The wealth of experience available in the community is a resource that should be used in appropriate ways to enrich the educational program and strengthen our schools' relationships with homes, businesses, public agencies and private institutions. By their presence, volunteers also can make school environments safer and more closely supervised. The Iditarod School Board encourages parents/guardians and other members of the community to share their time, knowledge and abilities with our students.

The Superintendent or designee may authorize the use of volunteers. The Superintendent or designee shall establish regulations to protect the safety of both students and volunteers.

Like employees and students, volunteers shall act in accordance with district policies and regulations.

(cf. 0410 – Nondiscrimination in District Programs and Activities)

Revised 9/97

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

VOLUNTEER ASSISTANCE

E 1250

**IDITAROD AREA SCHOOL DISTRICT
WAIVER OF LIABILITY FOR VOLUNTEERS**

NOTE: The Iditarod Area School District from time to time provides opportunities for members of the community to volunteer services to the school district. However, the school district does not provide liability insurance coverage to non-district personnel serving in voluntary positions with the school district. The purpose of this waiver is to provide notice to prospective volunteers that they do not have insurance coverage by the school district and to document the volunteer’s acknowledgement that they are providing volunteer service at their own risk.

By executing this waiver, the volunteer:

Acknowledges that the Iditarod Area School District does not provide insurance coverage for the volunteer for loss, injuries, illness, or death resulting from the volunteer’s unpaid service to the school district;

Agrees to assume all risk for death or any loss, injury, illness or damage, of any nature or kind, arising out of the volunteer’s supervised or unsupervised service to the school district;

Agrees to waive any and all claims against the Iditarod Area School District, or its officers, Iditarod School Board members, employees, agents or assigns, for loss due to death, injury, illness or damage of any kind arising out of the volunteer’s supervised or unsupervised service to the school district.

Agrees that this waiver is effective whether the death, loss, damage, illness or injury is the result of the negligent, intentional or unintentional acts of the district, any district employee, officer, Iditarod School Board member, or agent, or that of any other volunteer working for, or on behalf of the Iditarod Area School District, and further agrees to waive any and all claims against the school district, of any nature of kind, for damages arising out of the volunteer’s service to the school district.

By my signature below, I hereby certify that I have carefully read this waiver, and that I am making this waiver knowingly, without coercion or duress.

Date

Signature of Volunteer

Printed Name of Volunteer

Witnessed by

Revised 9/97

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

VISITS TO THE SCHOOLS

BP 1260

The Iditarod School Board encourages parents/guardians and interested members of the community to visit the schools and view the educational program. The Superintendent or designee shall invite parents/guardians and the community to open house activities and other special events.

(cf. 1110 – Media Relations)

(cf. 0411 – Service Animals)

The Board recognizes the staff time and commitment required by school visits and encourages the staff to accommodate as many requests for visits as possible. To ensure minimum interruption of the instructional program, visits during school hours should be first arranged with the teacher and Principal/Principal-Teacher or designee. If a conference is desired, an appointment should be set with the teacher during noninstructional time.

(cf. 3515 – School Safety and Security)

(cf. 3515.2 – Intruders on Campus)

Revised 2/11

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

PUBLIC COMPLAINTS CONCERNING THE SCHOOLS

BP 1312

The Iditarod School Board believes that the quality of the educational program can improve when the district listens to complaints, considers differences of opinion, and resolves disagreements through an established, objective process.

The Iditarod School Board encourages complainants to resolve problems early and informally whenever possible. If a problem remains unresolved, the individual should submit a formal complaint as early as possible in accordance with appropriate district procedures. District procedures shall be readily accessible to the public.

Individual Iditarod School Board members do not have authority to resolve complaints. If approached directly with a complaint, however, Iditarod School Board members should listen to the complaint and show their concern by referring the complainant to the Superintendent or designee or so that the problem may receive proper consideration.

(cf. 1312.1 – Public Complaints Concerning School Personnel)
(cf. 1312.2 – Public Complaints Concerning Instructional Materials)
(cf. 1312.3 – Public Complaints Concerning Discrimination)

Note: Pursuant to 4 AAC 52.500, any person may file a complaint with the Department of Education and Early Development alleging a violation of state regulations governing education for exceptional children.

Legal Reference:

ALASKA STATUTES

14.18.100 Remedies (Sex or Race Discrimination)

ALASKA ADMINISTRATIVE CODE

4 AAC 06.560 – 06.580 Violations; Prohibition Against Sex Discrimination

4 AAC 52.500 – 52.629 Procedural Safeguards; Education for Exceptional Children

TITLE VI, CIVIL RIGHTS ACT OF 1964

TITLE VII, CIVIL RIGHTS ACT OF 1964, 42 U.S.C. 2000 *et. seq.* (Ch. 21)

TITLE IX, EDUCATION AMENDMENTS OF 1972

SECTION 504, REHABILITATION ACT OF 1973

34 CODE OF FEDERAL REGULATIONS

200.74 and Part 300

GENERAL EDUCATION PROVISIONS ACT, 20 U.S.C. 1221 *et. seq.*, especially:

FAMILY EDUCATIONAL RIGHTS AND PRIVACY RIGHTS ACT, 20 U.S.C. 1232g

Revised 9/97

IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014

Community Relations

PUBLIC COMPLAINTS CONCERNING SCHOOL PERSONNEL

BP 1312.1

The Iditarod School Board places trust in its employees and desires to support their actions in such manner that employees are free from unwarranted, spiteful or negative criticism and complaints. The Superintendent or designee shall develop procedures which will permit the public to lodge criticism against staff members, assure full consideration, and protect the rights of the staff members and the district. Verbal complaints against an employee initially made to an Iditarod School Board member or at an Iditarod School Board meeting will be referred to the Superintendent or designee for appropriate consideration and action.

(cf. 1250 – Visits to the School)

(cf. 1312 – Public Complaints Concerning the Schools)

(cf. 4112.6 – Personnel Records)

(cf. 9323 – Meeting Conduct)

Note: When public complaints include allegations of child abuse, it is imperative that school officials consult BP 5141.4 – Child Abuse and Neglect (Reporting Procedures). Though a district may implement its complaint procedures in such cases, the duty to report suspected child abuse comes first. We encourage school districts to rely on the child protective agencies for resolving these complaints and determining if the child abuse report is unfounded. The following language is optional.

When public complaints involve accusations of child abuse, the provisions of this policy and regulation shall be implemented only after the child abuse reporting requirements specified in law have been fulfilled.

(cf. 5141.4 – Child Abuse and Neglect (Reporting Procedures))

Legal Reference:

ALASKA STATUTES

44.62.310 Government meetings public

Revised 9/97

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

PUBLIC COMPLAINTS CONCERNING SCHOOL PERSONNEL

AR 1312.1 (a)

In order to promote fair and constructive communication, the following procedures shall govern the resolution of complaints. Every effort should be made to resolve a complaint at the earliest possible stage. Complaints concerning school personnel should be made directly by the complainant to the person against whom the complaint is lodged. Parents/guardians are encouraged to attempt to orally resolve concerns with the staff member personally.

All written complaints regarding district personnel other than administrators shall be initially filed with the Principal/Principal-Teacher or immediate supervisor. If the complaint regards a Principal/Principal-Teacher or central office administrator, the written complaint shall be initially filed with the Superintendent or designee. If the written complaint concerns the Superintendent or designee, it shall be initially filed with the Iditarod School Board. If the complaint is also against the district, the Principal/Principal-Teacher or designee shall provide a copy of the complaint to the district compliance officer so that appropriate procedures may be followed.

If the complaint cannot be resolved informally by the persons involved, the complainant may submit the complaint in writing to the school Principal/Principal-Teacher or immediate supervisor. When necessary, the district shall assist in the preparation of the written complaint so as to meet the requirements of this regulation. The administrative staff shall inform the complainant that such assistance is available if he/she is unable to prepare the written complaint without help. A written complaint must include the name of each employee involved and a brief but specific summary of the complaint and the facts surrounding it. It must also include a specific description of a prior attempt to discuss the complaint with the employee involved and the failure to resolve the matter.

The Principal/Principal-Teacher or immediate supervisor shall investigate and attempt to resolve the complaint to the satisfaction of the person(s) involved. If the complaint is resolved, the Principal/Principal-Teacher will so advise all concerned parties, including the Superintendent or designee.

If the complaint remains unresolved after review by the Principal/Principal-Teacher or the immediate supervisor, the Principal/Principal-Teacher shall refer the written complaint, together with a report and analysis of the situation, to the Superintendent or designee. Complainants should consider and accept the Superintendent or designee's decision as final.

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

PUBLIC COMPLAINTS CONCERNING SCHOOL PERSONNEL (continued)

AR 1312.1 (b)

However, the complainant, the employee, or the Superintendent or designee may ask to address the Iditarod School Board regarding the complaint.

Except when a complaint is directed against the Superintendent or designee, no party to a complaint may address the Iditarod School Board, either in closed or open session, unless the Iditarod School Board has received the Superintendent or designee's written report concerning the complaint.

Complaints before the Iditarod School Board concerning an employee that may tend to be prejudicial to the employee's reputation or character shall be addressed in executive session of the Iditarod School Board. All parties to a complaint, including the school administration, may be asked to attend a Iditarod School Board meeting or part of such meeting for the purpose of presenting all available evidence and allowing every opportunity for explaining and clarifying the issue. The decision of the Iditarod School Board following the hearing shall be final.

(cf. 9321 – Executive Sessions)

<p>Note: The district should make sure that complaints heard in executive session are indeed complaints against an employee, not against district practice or procedures.</p>

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

PUBLIC COMPLAINTS CONCERNING SCHOOL PERSONNEL

E 1312.1

STEP 1

Made by individual directly to person against whom complaint is lodged.

STEP 2

- a. Written complaints filed with principal/principal-teacher
- b. If complaint concerns administrator, file with superintendent.

STEP 3

Principal/principal-teacher or immediate supervisor shall investigate and attempt to resolve.

STEP 4

If not resolved refer to superintendent.

STEP 5

May go to Iditarod School Board only after superintendent has received written report concerning the complaint. Other regulations apply to protect individuals involved.

Community Relations

PUBLIC COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS

BP 1312.2

The Iditarod School Board takes great care in the adoption of instructional materials and is aware that all adopted materials may not be acceptable to all students, their parents/guardians, or other district residents.

(cf. 6161.1 – Selection and Evaluation of Instructional Materials)

(cf. 6161.11 – Supplementary Instructional Materials)

The Superintendent or designee shall establish procedures which will permit proper consideration of any complaints against the use of any instructional materials, including textbooks, supplementary textbooks, library books, and other instructional materials and equipment.

(cf. 1312.3 – Public Complaint Concerning Discrimination)

The Iditarod School Board believes the Superintendent or designee and staff are well qualified to consider complaints concerning instructional materials. Complainants are advised to consider and accept the Superintendent or designee's decision as final. However, if the complainant finds the decision of the Superintendent or designee unsatisfactory, he/she may request that the matter be placed on the agenda of a regular Iditarod School Board meeting.

The Iditarod School Board's decision in any such case will be based on educational suitability and will not be influenced by a desire to suppress information or deny students access to ideas with which the Iditarod School Board disagrees.

(cf. 6144 – Controversial Issues)

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

PUBLIC COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS

AR 1312.2 (a)

Note: The following regulation provides procedures for receiving, considering and acting upon complaints regarding instructional materials used by the district. All parts of the regulation, including specified timelines, may be modified as desired to reflect district practice.

Complaints concerning instructional materials will be accepted only from staff, district residents, or the parents/guardians of children enrolled in a district school.

Complaints must be presented in writing to the Principal/Principal-Teacher on the appropriate district form. Complaints regarding printed material must specify the precise nature of the objection. The statement must be signed and identified in such a way that a proper reply will be possible.

Individual students may be excused from using challenged materials after the parent/guardian has presented a written complaint. The teacher will then assign the student alternate materials of equal merit. Use of the materials by a class, school or the district, however, shall not be restricted until so directed by the Superintendent or designee.

Upon receiving a complaint, the Principal/Principal-Teacher will acknowledge its receipt and answer any questions regarding procedure. The Principal/Principal-Teacher will then notify the Superintendent or designee and the teacher(s) involved of the complaint. The Superintendent or designee will determine whether the complaint should be considered on an individual basis or whether a review committee should be convened.

The use of challenged materials by class, school or district shall not be restricted until final disposition has been made by the district.

A review committee may be formed under the direction of the Superintendent or designee. It shall be composed of five or more staff members selected by the Superintendent or designee from relevant administrative and instructional areas.

In deliberating challenged materials, the review committee shall consider the educational philosophy of the district; the professional opinions of other teachers of the subject and of other competent authorities; reviews of the materials by reputable bodies; the teacher's stated objectives in using the materials; and the objections of the complainant.

The review committee shall determine the extent to which the challenged material supports the curriculum, the educational appropriateness of the material, and its suitability for the age level of the student.

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

PUBLIC COMPLAINTS CONCERNING INSTRUCTIONAL MATERIALS (continued)

AR 1312.2 (b)

Within 30 days of being convened, the review committee shall summarize its findings in a written report and submit it to the Superintendent or designee for final action. The Superintendent or designee shall notify the complainant of his/her decision no later than 60 days after the complaint was filed.

The report of the review committee together with the Superintendent or designee's recommendation may be brought to the Iditarod School Board for consideration and final decision.

When any challenged instructional material is reviewed by the district, it shall not be subject to any additional reconsideration for 12 months.

State-Adopted Material

If the challenged material has been adopted by the State Board of Education, the Superintendent or designee may forward the complaint, without action, to the Department of Education and Early Development for reevaluation and decision.

DATE OF ADOPTION: December 2014

IDITAROD AREA SCHOOL DISTRICT

Community Relations
PUBLIC COMPLAINTS CONCERNING INSTRUCTIONAL
MATERIALS

E 1312.2

CITIZEN'S REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL
MATERIALS

Date: _____

TITLE: _____

AUTHOR: _____

PUBLISHER: _____ DATE OF EDITION: _____

Request received by: _____ Title: _____

Citizen's Name: _____ Phone: _____

Citizen Represents:
Himself/Herself: _____ Organization or Group: _____

To what do you object? (Please be specific: cite pages, tape sequence, video frame, and words)

What do you feel would be the result of reading/viewing this material?

For what age group would you recommend this material?

Did you read/view the entire selection?

If not, what percentage did you read/view, or what parts?

Is there anything good about this material?

What would you like the school to do about this material?

_____ Do not assign it to my child. _____ Withdraw it from all students.

_____ Reevaluate it.

Are you aware of how this work has been assessed by literary critics?

What do you believe is the thesis of this work?

In its place, what work would you recommend?

Signature of citizen

Action taken: _____ Date: _____

IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014

Community Relations

PUBLIC COMPLAINTS CONCERNING DISCRIMINATION

BP 1312.3 (a)

Note: 4 AAC 06.560 mandates that the district adopt and make available to the public written grievance procedures for violations of A.S. 14.18 or 4 AAC 06.500 – 4 AAC 06.600, governing sex and race discrimination. The following sample policy and regulations should be revised as deemed appropriate within the parameters of law.

The Iditarod School Board recognizes that the district has primary responsibility for ensuring that it complies with state and federal laws and regulations governing educational programs. The Superintendent or designee shall establish procedures to investigate and seek to resolve complaints alleging unlawful discrimination related to educational programs and activities.

The Iditarod School Board acknowledges and respects student and employee rights to privacy. Complaints shall be investigated in a manner that protects these rights.

(cf. 1340 – Access to District Records)
(cf. 4112.6 – Personnel Records)
(cf. 5125 – Student Records)

The Iditarod School Board prohibits retaliation in any form for the filing of a complaint, the reporting of instances of discrimination, or for participation in complaint procedures.

(cf. 0410 – Nondiscrimination in District Programs and Activities)
(cf. 1213.1 – Complaints Concerning School Personnel)
(cf. 1213.2 – Complaints Concerning Instructional Materials)
(cf. 5141.4 – Child Abuse and Neglect (Reporting Procedures))

Legal Reference: (See next page)

Community Relations

PUBLIC COMPLAINTS CONCERNING DISCRIMINATION (continued)

BP 1312.3 (b)

Legal Reference:

ALASKA STATUTES

14.18.010 Discrimination based on sex and race prohibited

14.18.020 Discrimination in employment prohibited

14.18.090 Enforcement by State Board of Education

14.18.100 Remedies (Sex or Race Discrimination)

ALASKA ADMINISTRATIVE CODE

4 AAC 06.510 Discrimination in hiring practices.

4 AAC 06.560 – 06.580 Violations; Prohibition Against Sex Discrimination

4 AAC 52.500 – 52.629 Procedural Safeguards; Education for Exceptional Children

TITLE VI, CIVIL RIGHTS ACT OF 1964

TITLE VII, CIVIL RIGHTS ACT OF 1964

TITLE IX, EDUCATION AMENDMENTS OF 1972

SECTION 504, REHABILITATION ACT OF 1973

34 CODE OF FEDERAL REGULATIONS

200.74 and Part 300

GENERAL EDUCATION PROVISIONS ACT, 20 U.S.C. 1221 et seq., especially:

FAMILY EDUCATIONAL RIGHTS AND PRIVACY RIGHTS ACT, 20 U.S.C. 1232g

CIVIL RIGHTS RESTORATION ACT

20 U.S.C. 1683 et seq.

VOCATIONAL REHABILITATION ACT OF 1973, SECTIONS 503 AND 504

29 U.S.C. 791 et seq.

AGE DISCRIMINATION IN EMPLOYMENT ACT

29 U.S.C. 621 et seq.

VIETNAM ERA VETERANS ACT

38 U.S.C. 2011 et seq.

AMERICANS WITH DISABILITIES ACT

42 U.S.C. 12101 et seq.

Revised 9/97

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

PUBLIC COMPLAINTS CONCERNING DISCRIMINATION

AR 1312.3 (a)

Note: The following process for reviewing and resolving complaints under the ESEA is modeled after the Department of Education and Early Development's own complaint process set forth at 4 AAC 06.888

Informal Review of Complaints

The following procedures will govern the receipt and resolution of complaints.

Filing a Complaint

Any district resident may file a written complaint alleging that the district has failed to comply with the requirements of the Elementary and Secondary Education Act as set forth at 20 USC 6301-7941; or with school and district accountability requirements set forth at AS 14.03.123 and 4 AAC 06.800-899. The complaint must be submitted to the Superintendent.

In order to be reviewed, the complaint must include the following:

1. A statement describing the provision of law that the school or district has allegedly violated;
2. A statement of the facts supporting the alleged violation;
3. The name and address of the complainant; and
4. A description and documentation of prior efforts to resolve the concern informally.

If a complainant is unable to put a complaint in writing due to a disability, or reading or language barriers, district staff shall assist him/her to file the complaint.

Investigation of Complaint

Within five business days after receiving the complaint, the Superintendent will assign an investigator to conduct an informal review of the complaint. The investigator will be an employee of the district, may not have taken part in the action that is the subject of the complaint, and may not have a personal or financial interest in the subject matter of the complaint.

The investigator may conduct interviews of the complainant and district employees, and may request information and documents necessary to complete a review of the complaint. The complainant and district employees are expected to fully cooperate with the investigation.

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

PUBLIC COMPLAINTS CONCERNING DISCRIMINATION (continued) AR 1312.3 (b)

Written Recommendation

Within 60 days after the date the complaint was assigned to the investigator, the investigator shall submit to the Superintendent and the complainant, a written recommendation setting forth one of the following determinations:

1. The complainant did not provide complete information for the investigator to review and therefore the Superintendent need not respond to the complaint. This finding does not bar the Superintendent from taking additional action based on the information already received; nor does it preclude the complainant from submitting a new complaint with the additional information or from pursuing remedies available under state or federal law.
2. The complainant's allegations, even if true, do not establish a violation of 20 USC 6301-7941, AS 14.03.123, or 4 AAC 06.800-899 and therefore the Superintendent need not respond to the complaint. This finding does not bar the Superintendent from rejecting the investigator's recommendation and taking additional action; nor does it bar the complainant from pursuing remedies available under state or federal law.
3. A violation of 20 USC 6301-7941, AS 14.03.123, or 4 AAC 06.800-899 is likely to have occurred, based on information available to the investigator, and that the Superintendent should take action to correct or stop the violation. This finding does not bar the Superintendent from rejecting or declining to act upon the investigator's recommendation; nor does it bar the complainant from pursuing remedies available under state or federal law.

The written recommendation will also advise the complainant of his or her right to file a complaint with the Department of Education and Early Development under the procedures set forth at 4 AAC 06.888.

No Reprisals

Neither the complainant, the investigator, nor any other individual cooperating in the investigation shall be subject to retaliation or reprisals. An employee who engages in retaliation is subject to disciplinary action, up to and including termination.

Added 3/2015

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

PUBLIC COMPLAINTS CONCERNING ELEMENTARY AND SECONDARY EDUCATION ACT PROGRAMS

BP 1312.4

Note: At 4 AAC 06.888, the Department of Education and Early Development requires that complaints alleging that a district has violated the law in administering programs under the Elementary and Secondary Education Act (ESEA) be first submitted to the district for resolution. States are required to have a process for the receipt and resolution of complaints alleging violations in the administration of federal programs. 20 USC 7844.

The Iditarod School Board expects that federal programs provided for in the Elementary and Secondary Education Act (ESEA) will be properly administered in the district to support and improve the quality of the educational program. The district will review and resolve complaints alleging violations of the law in administering education programs required by the ESEA.

The School Board encourages complainants to resolve problems early and informally whenever possible. If a problem remains unresolved, the individual should submit a written complaint as early as possible in accordance with appropriate district procedures. District procedures shall be readily accessible to the public.

(cf. 1312.1 – Public Complaints Concerning School Personnel)
(cf. 1312.2 – Public Complaints Concerning Instructional Materials)
(cf. 1312.3 – Public Complaints Concerning Discrimination)

Legal Reference:

ALASKA STATUTES

14.03.123 – School and district accountability

ALASKA ADMINISTRATIVE CODE

4 AAC 06.560 – 06.580 Violations; Prohibition against sex discrimination

4 AAC 06.888 – Informal review of complaints

4 AAC 52.500 – 52.629 Procedural safeguards; Education for exceptional children

UNITED STATES CODE

20 U.S.C. 7844, -- General applicability of state educational agency assurances

Added 3/2015

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: April 2015**

Community Relations

PUBLIC COMPLAINTS CONCERNING ELEMENTARY AND SECONDARY EDUCATION ACT PROGRAMS

AR 1312.4 (a)

Note: The following process for reviewing and resolving complaints under the ESEA is modeled after the Department of Education and Early Development's own complaint process set forth at 4 AAC 06.888

Informal Review of Complaints

The following procedures will govern the receipt and resolution of complaints.

Filing a Complaint

Any district resident may file a written complaint alleging that the district has failed to comply with the requirements of the Elementary and Secondary Education Act as set forth at 20 USC 6301-7941; or with school and district accountability requirements set forth at AS 14.03.123 and 4 AAC 06.800-899. The complaint must be submitted to the Superintendent.

In order to be reviewed, the complaint must include the following:

5. A statement describing the provision of law that the school or district has allegedly violated;
6. A statement of the facts supporting the alleged violation;
7. The name and address of the complainant; and
8. A description and documentation of prior efforts to resolve the concern informally.

If a complainant is unable to put a complaint in writing due to a disability, or reading or language barriers, district staff shall assist him/her to file the complaint.

Investigation of Complaint

Within five business days after receiving the complaint, the Superintendent will assign an investigator to conduct an informal review of the complaint. The investigator will be an employee of the district, may not have taken part in the action that is the subject of the complaint, and may not have a personal or financial interest in the subject matter of the complaint.

The investigator may conduct interviews of the complainant and district employees, and may request information and documents necessary to complete a review of the complaint. The complainant and district employees are expected to fully cooperate with the investigation.

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

PUBLIC COMPLAINTS CONCERNING DISCRIMINATION (continued) AR 1312.4 (b)

Written Recommendation

Within 60 days after the date the complaint was assigned to the investigator, the investigator shall submit to the Superintendent and the complainant, a written recommendation setting forth one of the following determinations:

4. The complainant did not provide complete information for the investigator to review and therefore the Superintendent need not respond to the complaint. This finding does not bar the Superintendent from taking additional action based on the information already received; nor does it preclude the complainant from submitting a new complaint with the additional information or from pursuing remedies available under state or federal law.
5. The complainant's allegations, even if true, do not establish a violation of 20 USC 6301-7941, AS 14.03.123, or 4 AAC 06.800-899 and therefore the Superintendent need not respond to the complaint. This finding does not bar the Superintendent from rejecting the investigator's recommendation and taking additional action; nor does it bar the complainant from pursuing remedies available under state or federal law.
6. A violation of 20 USC 6301-7941, AS 14.03.123, or 4 AAC 06.800-899 is likely to have occurred, based on information available to the investigator, and that the Superintendent should take action to correct or stop the violation. This finding does not bar the Superintendent from rejecting or declining to act upon the investigator's recommendation; nor does it bar the complainant from pursuing remedies available under state or federal law.

The written recommendation will also advise the complainant of his or her right to file a complaint with the Department of Education and Early Development under the procedures set forth at 4 AAC 06.888.

No Reprisals

Neither the complainant, the investigator, nor any other individual cooperating in the investigation shall be subject to retaliation or reprisals. An employee who engages in retaliation is subject to disciplinary action, up to and including termination.

Added 3/2015

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

WILLFUL DISRUPTION OF THE SCHOOL

BP 1313

The Iditarod School Board recognizes that parents, legal guardians, and other adults may misunderstand or disagree with the policies of the district or the actions of its employees. The Iditarod School Board expects the staff and administration to respond to such concerns in a polite and professional manner. The Iditarod School Board also expects that parents and other adults will conduct themselves in an appropriate manner in their efforts to pursue such matters, including use of the district's complaint procedures.

In resolving such concerns, a safe and orderly learning environment in which teachers can teach and students can learn must be maintained. The Iditarod School Board does not condone having its employees subject to name calling, defamation of character, threats or coercion of any kind. Adults who violate these standards of conduct shall be instructed to conduct themselves in a proper manner or to leave school district property. Should an individual refuse to follow these instructions in a prompt and orderly manner, the Superintendent or designee, Principal/Principal-Teacher, or designee is authorized to call law enforcement agencies for assistance to have the individual removed and charges may be filed for willful disruption of the school. Other charges which are applicable may also be filed at the discretion of the administrator.

(cf. 1260 - Visits to the Schools)
(cf. 3515 - School Safety and Security)
(cf. 3515.2 - Intruders on Campus)
(cf. 1312 - Public Complaints Concerning the Schools)
(cf. 1312.1 - Public Complaints Concerning School Personnel)
(cf. 5131.4 - Campus Disturbances)

Legal Reference:

ALASKA STATUTES
AS 11.61.110 Disorderly Conduct
AS 11.61.120 Harassment

Added 9/98

IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014

Community Relations

SOLICITATION OF FUNDS FROM AND BY STUDENTS

BP 1321

The Iditarod School Board recognizes that participation in fundraising for worthwhile purposes can help students develop a sense of social responsibility and promote a sense of belonging.

(cf. 1320 – Relations Between the Public and Students)

When approved in advance by the Iditarod School Board, funds may be solicited or materials distributed for those nonprofit, nonpartisan charitable organizations that are properly chartered or licensed by state or federal law.

With the approval of the Superintendent or designee, school-related organizations may organize fundraising events involving students. The Superintendent or designee shall inform parents/guardians of the purpose of fundraisers sponsored by schools or school groups.

(cf. 3452 – Student Activity Funds)

(cf. 1230 – School-Connected Organizations)

(cf. 3290 – Gifts, Grants, and Bequests)

Whether solicitations are made on behalf of the school or on behalf of a charitable organization, the Iditarod School Board particularly desires that no person be made to feel uncomfortable or pressured to provide funds. Staff are expected to emphasize the fact that donations are always voluntary.

The Superintendent or designee may limit fundraising activities in order to prevent interference with the instructional program or to protect students from dangerous or unsafe situations. No students shall be barred from an activity because they did not participate in fund-raising activities.

Revised 9/97

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

SOLICITATION OF FUNDS FROM AND BY STUDENTS

AR 1321

All selling or soliciting activities must be approved at least 15 days before the activity. All fundraising activities must be concluded within the duration of 30 school days unless special provisions are made with the Superintendent or designee. If the event involves a contract with a commercial vendor, the contract shall be approved by the Superintendent or designee. The sponsor of fundraisers involving students shall be identified in all solicitations.

Instructional Safeguards

The Principal/Principal-Teacher or designee shall limit fundraising activities to appropriate time periods. The Principal/Principal-Teacher or designee shall ensure that parents/guardians are informed about school fundraising activities. Individual awards or other incentives which identify donors/participants shall not be used. No student shall be required to raise a specified amount of money in order to participate in an activity sponsored by a school-related organization.

Students making solicitations on behalf of the school or for school-related projects are expected to be courteous and respectful towards all individuals and businesses, whatever the outcome of the solicitation may be.

Student Safety

Students shall comply with all school safety rules.

Community Relations

PUBLIC PERFORMANCES BY STUDENTS

BP 1322

The Iditarod School Board recognizes that educational and personal values accrue from student participation in civic and community affairs. The Superintendent or designee may authorize public performances by students when they contribute to the educational process and are consistent with Iditarod School Board policies and administrative regulations.

(cf. 0100 – Philosophy)

(cf. 0410 – Nondiscrimination in District Programs and Activities)

(cf. 1321 – Solicitation of Funds From and By Students)

(cf. 1325 – Advertising and Promotion)

(cf. 1330 – Use of School Facilities)

(cf. 6115 – Ceremonies and Observances)

(cf. 6141.2 – Recognition of Religious Beliefs and Customs)

(cf. 6145 – Extracurricular and Co-Curricular Activities)

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

PUBLIC PERFORMANCES BY STUDENTS

AR 1322

The Principal/Principal-Teacher or designee shall ensure that public performances by students comply with related Iditarod School Board policies and administrative regulations. Students may, with the permission of the Principal/Principal-Teacher, participate in public events which:

Are sponsored by the schools or district or school-connected organizations on behalf of the schools.

Are organized by non-profit organizations for worthwhile purposes, such as promoting educational, recreational or character-building activities, cultural awareness, public safety, or charitable fund-raising.

Are public events of community, district, state or national interest of sufficient breadth to enlist general sympathy and cooperation or in recognition of special days of observance.

School groups may not participate in events that fall into any of the following classifications:

Events that are for the purpose of private gain or for the advertising of commercial projects or products.

Events that are primarily for the furtherance of any politically-partisan interest.

Events that are primarily for the furtherance of any sectarian concern.

Events that cause an undue amount of interference with the regular school program or that cause an excessive amount of absence due to rehearsal or preparation.

Educational events in which the schools serve as hosts or co-sponsors shall have priority in scheduling appearances. The Principal/Principal-Teacher or designee shall make appropriate instructional arrangements related to scheduling student performances and to providing make-up opportunities for student absences.

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

ADVERTISING AND PROMOTION

BP 1325 (a)

Public Information

The Iditarod School Board desires to cooperate in publicizing community services, special events and public meetings of interest to students and parents/guardians. The Superintendent or designee may approve the publicity of public events or distribution of promotional materials which extend cultural, recreational, artistic or educational opportunities to the community and which do not promote any particular commercial interest.

(cf. 0100 – Purpose)

(cf. 0410 – Nondiscrimination in District Programs and Activities)

(cf. 1321 – Solicitation of Funds from and by Students)

(cf. 5145.2 – Freedom of Speech/Expression: Publications Code)

(cf. 6145.5 – Student Organizations and Equal Access)

(cf. 6162.8 – Research)

Paid Advertisements

Note: The school district may determine whether or not it will accept paid advertising in school-sponsored publications, and if so, under what conditions.
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Advertising copy may be solicited to the extent that this process furthers the educational well-being of the students involved and does not interfere with school-community relations.

The district shall not accept advertising copy which:

Is obscene, libelous, or slanderous, or which incites students to commit unlawful acts, violate school rules, or disrupt the school's orderly operation.

Attacks or denigrates any group on account of sex, race, color, religion, ancestry, national origin, handicap or disadvantage.

Promotes the use or sale of materials or services which are illegal or inconsistent with school objectives. Ads for tobacco, intoxicants, and x-rated movies or products shall not be used.

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

ADVERTISING AND PROMOTION (continued)

BP 1325 (b)

The district will not unlawfully discriminate against advertisers who meet the requirements of Iditarod School Board policy and administrative regulations and procedures.

(cf. 0410 – Nondiscrimination in District Programs and Activities)

Revised 1/09

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

ADVERTISING AND PROMOTION

AR 1325

The Principal/Principal-Teacher or designee shall review advertising and promotional material to be distributed through the schools to ensure that it complies with the provisions of Iditarod School Board policy and administrative regulations prior to approving the dissemination of such information. Authorized material/information may be disseminated through school-sponsored publications or by students on a voluntary basis.

All advertising and promotional information distributed through the schools shall identify the name and contact location of the sponsoring group. All surveys or questionnaires requiring student or parent/guardian response must have prior approval of the Superintendent or designee.

District services and activities involving commercial products will not include the distribution of unsolicited merchandise for which an ensuing payment is requested.

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

USE OF SCHOOL FACILITIES

BP 1330

Note: A.S. 14.03.100 authorizes School Boards to grant the use of school facilities for lawful gatherings and assemblies and mandates that School Boards adopt written bylaws to ensure reasonable and impartial use of school facilities. If challenged, the district should be prepared to legally defend the reasonableness of its rules. The following policy may be revised to reflect local philosophy and needs. The district should be able to provide supporting rationale for its policy/regulations; that is, the policy/regulations must be deemed to be “reasonable.”

Note: Under the No Child Left Behind Act of 2001, districts that make their premises and facilities available for use by youth and community groups must apply that policy equitably to all groups, including the Boy Scouts or other affiliated groups. Specifically, schools are prohibited from denying equal access to school facilities to the Boy Scouts or any other youth group “for reasons based on membership or leadership criteria or oath of allegiance to God and country.” According to Alaska’s uncodified law, a school district that violates this law risks losing state funding.

The Iditarod School Board believes that the schools belong to the citizens of the community and that community use of the school facilities fosters understanding and support for school programs. The Iditarod School Board shall make school facilities and grounds available to citizens and community groups for lawful gatherings and assemblies to the extent that such use serves the interests of the citizens and does not conflict with school or district purposes. The Superintendent or designee shall establish administrative regulations governing the reasonable and impartial use of school facilities and grounds by community members or groups.

(cf. 0100 – Philosophy)

(cf. 0430 – Community School Program)

(cf. 6145.5 – Organizations/Associations)

Legal References:

ALASKA STATUTES

04.16.080 Sales or consumption at school events

14.03.100 Use of school facilities

Elementary and Secondary Education Act, 20 U.S.C. § 7905, as amended by the No Child Left Behind Act of 2001 (P.L. 107-110)

Revised 3/2015

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: April 2015**

Community Relations

USE OF SCHOOL FACILITIES

AR 1330 (a)

Facility Use Restrictions

Facility users must comply with all applicable state and federal laws, city, school district policies and rules, and rental agreement conditions.

Use or possession of alcoholic beverages and/or drugs is prohibited. (AS 04.16.080)

Facility use which represents a safety or security risk to the district is prohibited.

Note: The district may specify in its regulations areas restricted from community use for safety or security reasons, such as offices or mainframe computer rooms containing records and confidential information or science rooms and other rooms containing hazardous chemicals or equipment. If desired, regulations also might exclude the use of facilities for specified dangerous activities such as kite-flying contests or model rocket launchings.

No partisan, sectarian or denominational doctrine may be advocated in school facilities during the hours the school is in session.

After use of partisan or religious activities, each group or individual shall police the use area to ensure that partisan or religious information, literature, papers, or documents of any kind are removed from the facility use area.

Facility users are not to operate any school equipment or use facility areas other than that stipulated in the facility use request.

(cf. 0410 – Nondiscrimination in District Programs and Activities)

Facility Use Requests and Application Procedures

Requests for approval to use school facilities shall be approved whenever possible. However, the district reserves the right to reassign the requested space or any facility use for reasons of building security, maintenance requirements, fuel economics, and appropriateness of the activity for the area requested.

School district approval to use school facilities will be given impartially to individuals and groups. In weighing competing requests for the use of school facilities, preference shall be given in the following order:

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

USE OF SCHOOL FACILITIES (continued)

AR 1330 (b)

- in-school uses (clubs, class events, etc.)
- contracted uses
- school support groups and youth groups
- public agencies and public affairs groups
- community recreational and cultural events
- community religious or special interest events
- private, nonschool-connected classes and educational events
- profit-making or commercial events, out-of-town groups, etc.

Groups or persons using school facilities under the provisions of this policy shall be liable for any property damages caused by the activity. The Iditarod School Board shall charge the amount necessary to repair the damages and may deny the group further use of school facilities.

Note: The school district may be liable for any injuries resulting from its negligence in the ownership and maintenance of its facilities and grounds and should insure against these risks and the cost of defending itself from related claims.

Any group using school facilities shall be liable for any injuries resulting from its negligence during such use. The group shall bear the cost of insuring against this risk and defending itself against claims arising from this risk. The Superintendent or designee may require that groups using school facilities include the district as an additional insured on their insurance policies. The Superintendent or designee may require a hold harmless agreement when warranted by the type of activity or the specific facility being used.

Note: Because hold harmless agreements are only as strong as the group's credit, we suggest that districts require proof of insurance rather than rely on such agreements. When a hold harmless agreement appears necessary for an individual facility or a specific event, we recommend that the district ask its legal counsel to tailor it to the situation at hand.

The Superintendent or designee shall establish procedures to process requests to use school facilities or grounds in accordance with district policies and regulations, preserve order in school buildings and on school grounds, and protect school facilities.

Revised 9/97

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

ACCESS TO DISTRICT RECORDS

BP 1340

Note: AS 40.25.120 sets forth the right of the public to access public records. There is strong public policy favoring inspection of public records and any exceptions to disclosure based on need should be construed narrowly.

The Iditarod School Board recognizes that state policy provides broad public access to district records. Public access shall not be given to records exempt from public disclosure by state or federal law or by the Iditarod School Board based on the need of the district to maintain confidential information.

(cf. 3580 – District Records)
(cf. 4112.6/4212.6/4312.6 – Personnel Records)
(cf. 4119.23/4219.23/4319.23 – Unauthorized Release of Confidential Information)
(cf. 5125 – Student Records; Confidentiality)
(cf. 9011 – Disclosure of Confidential Information)
(cf. 9321 – Closed Sessions)

Note: 14.14.090, in addition to other duties, provides that the School Board shall keep records and files open to public inspection at the district office during reasonable business hours.

Any person shall have reasonable access, during regular business hours, to the public records of the schools and district. The Superintendent or designee shall establish regulations to authorize and facilitate public access to district records in accordance with law, to protect the security of district records, and to prevent interference with regular district operations.

The district may charge for copies of public records or other materials requested by individuals or groups. The charge, based on actual costs of duplication, shall be determined by the Superintendent or designee.

Legal Reference:

ALASKA STATUTES
40.25.120 - .220 Public Records Act
14.03.115 Access to school records by parent, foster parent, or guardian
14.14.090 Additional duties
14.20.149 Employee evaluation
14.43.930 Scholarship program information
23.40.235 Public involvement in school district negotiations
City of Kenai v. Kenai Peninsula Newspapers, 642 P2d 1316 (Alaska 1982)
Anchorage School District v. Anchorage Daily News, 779 P2d 1191 (Alaska 1989)

UNITED STATES CODE, TITLE 20
1232g Family Educational Rights and Privacy Act of 1974

Revised 1/09

IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014

Community Relations

ACCESS TO DISTRICT RECORDS

AR 1340 (a)

Note: AS 40.25.120 requires the district to furnish proper and reasonable facilities for the review of district records, subject to rules and regulations to protect district records and prevent interference with district operations.

Any person may have access to and receive a copy of any identifiable public record. Requests for district records shall be submitted to the Superintendent or designee. District records shall be examined in the presence of the staff member regularly responsible for their maintenance and security or his/her designee.

Note: Specifying in district regulations which records are open and which are exempt is optional. The following may be expanded or deleted in accordance with law and district needs.

Public records include any writings and records except:

records of vital statistics and adoption proceedings which shall be treated in the manner required by AS 18.50. (AS 40.25.120)

records pertaining to juveniles. (AS 40.25.120)

medical and related public health records. (AS 40.25.120)

records required to be kept confidential by a federal law or regulation or by state law, including but not limited to: (AS 40.25.120)

personnel evaluation records (4 AAC 19.040 and AS 14.20.149).

Note: Although AS 14.20.149 and 4 AAC 19.040 exempts personnel evaluation records from public disclosure, Superintendent or designee and high level administrative evaluations may be public records in light of the Supreme Court ruling in City of Kenai v. Kenai Peninsula Newspapers. The district should evaluate any public demand for professional evaluations with their attorney.

education records of students containing personally identifiable information. (20 U.S.C. 1232g)

records regarding ongoing negotiations on a pending collective bargaining agreement, disclosure of which would impair the district's bargaining position. However, initial proposals, last-best-offer proposals, tentative agreements before ratification, and final agreements are all public documents which must be made available for inspection. (AS 23.40.235)

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

ACCESS TO DISTRICT RECORDS (continued)

AR 1340 (b)

records of contemplated purchase, lease, or acquisition of real property, or other property or services where release would impair the district's ability to obtain favorable terms in the transaction, or where the disclosure would provide the potential seller with an unfair competitive advantage.

information obtained by the district's insurance carriers and their attorneys and agents regarding potential or pending claims against the district.

records compiled for law enforcement purposes, but only if disclosure would interfere with enforcement proceedings, would deprive a person of a fair trial, would constitute an unwarranted invasion of privacy, would disclose a confidential source, would disclose confidential techniques or law enforcement guidelines, or would endanger life or physical safety. (AS 40.25.120)

library records, names, addresses, or other personal identifying information contained in school library records, except as requested by the parent/guardian. (AS 40.25.140)

When authorized, an exact copy of any identifiable public record shall be provided upon request unless it is impracticable to do so. Computer data shall be provided in a form determined by the Superintendent or designee. Copies shall be furnished at cost as determined by the Superintendent or designee.

As soon as possible upon receiving any request for a copy of records, the Superintendent or designee shall determine whether to comply with the request and shall inform the person making the request of his/her determination and the reasons for it. Any notification denying a request for public records shall state the reason for the denial and to whom the decision may be appealed.

(cf. 1312 – Complaints Concerning the Schools)

Note: AS 40.25.125 authorizes injunctive relief for the obstruction or attempted obstruction of public access to open records.
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Revised 1/09

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

RELATIONS BETWEEN OTHER GOVERNMENTAL AGENCIES AND THE SCHOOLS

BP 1400

The Iditarod School Board recognizes that agencies at all levels of government share its concern and responsibility for the welfare, health and safety of our youth. The Iditarod School Board and staff shall take every opportunity to work cooperatively with these agencies for the benefit of our students.

(cf. 1020 – Youth Services)

(cf. 9140 – Board Representatives)

(cf. 9311 – Board Policies)

The Superintendent or designee shall initiate and maintain good working relationships with representatives of other public agencies in order to help our schools and students make use of the resources which governmental agencies can provide. The Superintendent or designee shall ensure that agreements with other agencies which involve the exchange of funds or reciprocal services are executed in writing so that roles and responsibilities are clearly defined.

(cf. 3312 – Contracts)

Legal Reference:

ALASKA STATUTES

03.20.100 Farm-to-school program

14.12.150 – 14.12.170 Regional Resource Centers

47.10.093 Disclosure of agency records.

47.10.090 Court records

47.12.310 Agency records

Revised 2/11

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

INTERAGENCY COOPERATION FOR STUDENT AND STAFF SAFETY

BP 1410 (a)

Note: State law allows the sharing of information between law enforcement agencies and school districts when a student has committed, or been the victim of a serious crime. Law enforcement and youth service agencies are authorized to disclose information to a school district as may be necessary to protect the safety of school students and staff and this information should be disclosed as soon as it is reasonably practicable. The School Board should work with the appropriate youth services or law enforcement agencies in the community to develop procedures for the disclosure of information to school officials. By January 1, 2001, districts must have procedures in place for notifying teachers of dangerous students when information is received from law enforcement or other agencies. In addition, the School Board should direct the development of procedures for ensuring the confidentiality of this information once it is received by the district.

Students and staff have a right to feel safe and secure within the school environment. The Iditarod School Board recognizes that a safe school environment can be furthered by cooperation between the district and other agencies, including law enforcement. The district will actively facilitate such cooperation, including the sharing of criminal information as allowed by law. The Superintendent or designee shall work with appropriate agencies for the sharing of information as may be necessary to protect the safety of school students and staff.

A teacher, teacher's assistant, Principal/Principal-Teacher, or other person responsible for students, who receives information about a student that may affect the safety of students or staff, including information from other agencies, shall disclose such information in accordance with the procedures developed by the Superintendent or designee.

Note: Effective January 1, 2001, a teacher, teacher's assistant, administrator, or other employee responsible for students who, during the course of employment, observes a student committing a crime must report the crime to local law enforcement. AS 14.33.130. The obligation to report to law enforcement resides with the staff member observing the crime. "Crime" means an offense for which a sentence of imprisonment is authorized; a crime is either a felony or a misdemeanor. AS 11.81.900.

Staff members who, in the course of their employment, observe a student committing a crime shall report the crime to local law enforcement. The staff member shall also immediately report the crime to the Superintendent or designee.

Programs and activities designed to enrich district curriculum and to develop and promote good citizenship and a healthy attitude toward law enforcement agencies and officials will be encouraged by the district. Law enforcement participation in such programs and activities is encouraged.

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

INTERAGENCY COOPERATION FOR STUDENT AND STAFF SAFETY (continued)

BP 1400 (b)

Law enforcement officials may enter school facilities if a crime has been committed on district property or to investigate matters concerning staff and students upon request initiated by either agency officials or by district administrators.

(cf. 1400 - Relations between Other Governmental Agencies and the Schools)

(cf. 3515 - School Safety and Security)

(cf. 5125 - Student Records)

(cf. 5142 - Safety)

Legal Reference:

ALASKA STATUTES

11.81.900 Definitions

14.12.150-14.12.170 Regional Resource Centers

14.33.120 School Disciplinary and Safety Program

14.33.130 Enforcement of Approved Program, Additional Safety Obligations

47.12.310 Agency Records

47.12.315 Public Disclosure of Information in Agency Records Relating to Certain Minors

47.10.093 Disclosure of Agency Records

47.10.090 and 47.12.300 Court Records

Revised 9/2000

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

INTERAGENCY COOPERATION FOR STUDENT AND STAFF SAFETY

AR 1410

Note: By January 1, 2001, districts must have procedures in place for notifying teachers or administrators of dangerous students. The following protocol is adapted from procedures developed by the Anchorage School District. These procedures govern the receipt and dissemination of information from law enforcement agencies regarding students who have committed, or been the victim of, serious crimes. These procedures may be revised as appropriate.

The following protocol will be followed when information regarding a student that may affect the safety of students or staff is received from law enforcement, the Office of Children Services or other agencies, or any other source:

1. The Superintendent or designee is designated to receive safety information regarding students, including notices of criminal conduct. A staff member having information about a student concerning a possible threat to safety shall immediately report such information to the Superintendent or designee. The Superintendent or designee will forward information from staff members or agencies to the designated administrator at the site attended by the student.
2. Each site should develop a procedure for handling this information as it arrives.
3. One person at each school (Principal/Principal-Teacher, assistant Principal/Principal-Teacher, or counselor) should be identified to handle the law enforcement notices.
4. The confidentiality of the student must be protected and disclosure of this sensitive information is not authorized except as set forth in these procedures.
5. The Principal/Principal-Teacher will review the information and share on a need to know basis with appropriate staff who work closely with the student.
6. These alerts should be placed in the student's cumulative folder and transferred with the student if the student moves to another school.
7. If the school has other information which it thinks the law enforcement agency needs to be aware of regarding the student, this information should be relayed to the Superintendent or designee who will then forward it to the appropriate agency.

Revised 9/2000

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**

Community Relations

RELATIONS BETWEEN PRIVATE INDUSTRY AND THE SCHOOLS

BP 1700

Note: The following policy reflects the fact that today's businesses, motivated by the need for a well-educated labor force, are working with schools in ways that can affect every aspect of the educational process.

The Iditarod School Board encourages representatives of private industry to participate with the schools in preparing our students for challenges they will meet in the future. Working together as partners, the business community and the schools should seek to educate citizens who can contribute to the productive work force on which our economy depends.

(cf. 1150 – School Board Commendation Program)

Local employers are encouraged to serve on advisory committees, help design regular, vocational and technical programs, and provide needs assessments, program evaluations, and/or staff development for school managers and teachers. Businesses may also provide classroom assistance, individual tutoring, incentive and recognition programs, work experience opportunities, apprenticeship programs and employment opportunities. The Iditarod School Board recognizes that the success of business involvement depends largely upon the commitment of adequate staff resources to plan and implement such activities.

(cf. 1220 – Citizen Advisory Committees)

(cf. 1240 – Volunteer Assistance)

(cf. 6164.42 – Guidance Services)

(cf. 6178 – Vocational Education)

The Iditarod School Board recognizes that students especially need access to equipment that meets the requirements of an increasingly technological world and welcomes the contribution of funds or equipment to further the district's educational programs.

(cf. 3290 – Gifts, Grants and Bequests)

(cf. 6000 – Instruction)

The Iditarod School Board urges employers to further support the schools by recognizing their employees' needs as parents and by supporting parent involvement with the schools.

(cf. 1250 – Visits to the Schools)

(cf. 6020 – Parent Involvement)

**IDITAROD AREA SCHOOL DISTRICT
DATE OF ADOPTION: December 2014**