

**4000 SERIES
COMMUNITY RELATIONS**

TABLE OF CONTENTS

4120	Public Information Program and Legal Information Sources
4210	School-Support Organizations and Fund-Raising by These Groups
4220	Citizen Study/Advisory Committees
4221	Parental Involvement
4301	Contacts with Staff and Visitors to the School
4310, 4310P, 4310F	Review of Program, Curriculum, or Learning Materials
4312, 4312P, 4312F	Review of Services of Staff
4313	Disruption of School Operations
4320	Contact with Students
4330	Use of School Facilities
4332	Conduct on School Property
4333	Community Schools' Program
4340	Public Access to District Records
4410, 4410P	Relations with the Law Enforcement and Child Protective Agencies
4510	Cooperative Programs

Public Information Program

The District shall strive to maintain effective two-way communication channels with the public. Such channels shall enable the Board and staff to interpret the schools' needs to the community and provide a means for citizens to express their needs and expectations to the Board and staff.

Community opinion may be solicited through parent organizations, parent-teacher conferences, open houses and other such events or activities which may bring staff and citizens together. Survey instruments and/or questionnaires may be developed in order to gain a broad perspective of community opinion.

The Board of Trustees has the authority to judge whether information shall be considered public or confidential. Information considered public will be provided or available to the press via news releases, interview or other appropriate methods. Confidential information that might infringe on the privacy rights of individuals will not be made public.

Legal Information Sources

Schools shall operate in compliance with local, state and federal laws and regulations. The school will have available a copy of the District's policy and procedure manual. Rules and regulations of the Board of Public Education (Title 10 ARM) and the School Laws of Montana (MCA) shall be available in the County Superintendent's office. These publications shall be made available for use by staff, students, and interested citizens.

The Board is a nonpartisan public body and as such shall not endorse political candidates. Neither staff nor students shall be asked to disseminate candidate's campaign materials from the schools nor shall any of the District's facilities or communications services be used to disseminate such material. The Board may take positions of support or opposition on ballot issues affecting schools.

Legal Reference: §Article II, Sec. 10 Montana Constitution

Policy History:

Adopted on: 2008-09

Revised on:

School Support Organizations and Fund Raising by These Groups**School Support Organizations**

The Board encourages the formation of a parent-; teacher-; (student-, as appropriate) association at the school for the purpose of providing an opportunity through which parents, teachers, and students may unite their efforts and interests to enhance the school program. In schools where no such organization exists, the Board of Trustees can recognize another parent group as the official body through which parents, staff and students may unite their efforts for similar purposes. Booster clubs and/or special interest organizations may be formed to support and strengthen specific activities conducted within the school. All such groups must receive the approval of the Board in order to be recognized as a booster organization. Staff participation, cooperation and support are encouraged in such recognized organizations.

Fund-Raising by School Support Groups

Fund-raising by school support groups such as booster clubs, parent councils, and the like are considered a usual and desirable part of the function of such groups. The specific fund-raising activities must be approved in advance by the Board of Trustees and must be consistent with Policy #3530 pertaining to student fund-raising.

The Board of Trustees shall approve all expenditures of such funds. All such funds raised by school adjunct groups are to be used for the direct or indirect support of school programs. Equipment purchased by support groups and donated to the schools becomes the property of the District and may be used or disposed of in accordance with District policy and state law.

These fund-raising activities must conform to the following guidelines:

1. If the fund-raising activity involves students or the school, the fund raising must be approved by the Board of Trustees.
2. The fund-raising activity must not interfere with the educational program.
3. Any student participation must be purely voluntary. Door-to-door solicitation by students is discouraged but the District recognizes that parents have the responsibility for directing the behavior of their children in non-school hours.
4. The number of fund-raising activities in any school should be limited to a few each year.
5. The purpose of the fund-raising effort must be well publicized to parents and other citizens.
6. The fund-raising activity must be such that it is not likely to create a poor image for the school support group or the District.
7. If local or state agencies require a license or permit for the fund-raising activity, the license or permit must be obtained in advance by the school support group.

Cross Reference: 3530 Student fundraising activities

Policy History:

Adopted on: 2008-09

Revised on:

Citizen Study/Advisory Committees

The intent of this policy is to provide a method for the Board to gather public input to be used in the decision making process. The Board may appoint a citizens' committee as is necessary to establish interaction with the community about selected issues.

The committee shall study specific school matters and submit its findings or recommendations to the Board. The committee shall be dissolved following the presentation of its findings/recommendations.

Appointed committees serve in an advisory capacity only and the Board reserves all decision-making authority.

Policy History:

Adopted on: 2008-09

Revised on:

Parental Involvement

The Board of Trustees of Upper West Shore School District #33 encourages:

1. Regular, two-way and meaningful communication between home and school;
2. Promotion and support of good parenting skills;
3. That parents play an integral role in assisting student learning;
4. That parents are welcome in the school, and that their support and assistance is sought;
5. Parents as full partners in the decisions that affect children and families; and
6. Using community resources to strengthen schools, families and student learning.

Legal Reference: 10.55.701 ARM, Accreditation Standards

Policy History:

Adopted on: 2008-09

Revised on:

Contacts with Staff and Visitors to the School**Contacts with Staff**

The learning environment and the staff's time for students shall be free from interruption. Except in emergencies, staff shall not be interrupted in their work. Brief messages shall be recorded so as to permit the staff member to return the call when free.

Visitors

The Board welcomes and encourages visits to school by parents, other adult residents of the community and interested educators. In all buildings the visitor must first check in with the Supervising Teacher.

A visitor wishing to observe in a classroom shall schedule that observation in advance with the classroom teacher.

Policy History:

Adopted on: 2008-09

Revised on:

Review of Program, Curriculum or Learning Materials

Constructive criticism can be helpful to the District. At the same time, the Board has confidence in its staff, curriculum and programs and shall act to minimize unwarranted criticism or disruptive interference of its staff and programs.

Complaints received by an individual Board member shall be referred to the full Board for investigation.

Residents, parent(s) of student(s) or students in the school district who have a complaint must comply with procedural requirements set out. Forms will be available from the district clerk.

Unless otherwise indicated in these policies or otherwise provided for by law, no appeal may be taken from any decision of the Board.

Legal Reference: § 20-3-210 MCA Controversy Appeals and Hearings
10.6.101 ARM, Controversy Hearings

Policy History:
Adopted on: 2008-09
Revised on:

Review of Learning Materials

The Reconsideration Committee shall consist of members as outlined in the policy. Ex-officio members may include the Supervising Teacher and, if the challenged material is library material, a librarian of a nearby school.

When a citizen of the District or parent/guardian of a student attending school questions the appropriateness of textbooks, library books, instructional materials or supplementary materials being used, the Supervising Teacher shall first investigate the matter. If the Supervising Teacher agrees that the material should be withdrawn, no further action is required. If the problem is not resolved through this investigation, the complainant shall submit a Request for Reconsideration of Learning Materials on the attached forms.

During the process, the challenged material will remain in use unless the committee determines that, if the material in question were to remain in use, it would render the committee's decision moot.

Upon receipt of the request, the Board of Trustees will direct the Reconsideration Committee to take the following steps:

1. inform the Board of the challenge and dates of the review committee's meetings;
2. read, view or listen to the material in its entirety;
3. check general acceptance of the material by reading reviews and consulting recommended lists;
4. determine the extent to which the material supports the curriculum.

The Reconsideration Committee will complete its deliberation with all possible dispatch and submit its written report to the Board of Trustees, the complainant, and other appropriate staff. A majority vote or consensus of the total committee will be required to determine its recommendation.

If the complainant is not satisfied with the decision of the committee, he/she may request, in writing, a review by the Board. The request will be submitted to the board as an information item at the next regularly scheduled Board meeting. Subsequent to reviewing the request, any Board member/s may place the matter on the next meeting agenda as an action item, at which time the matter will be discussed and a decision given to the complainant. This discussion will be held in executive session if the Board Chair determines the complaint, in whole or in part, is evaluative of a District employee's performance and that individual's right of privacy exceeds the public's right to know.

Procedure History:

Promulgated on: 2008-09

Revised on:

TO: (Parent or Citizen Initiating a Complaint)

FROM: (Chair of the Board of Trustees)

RE: Review of Program, Curriculum or Learning Materials Complaint

It is usually best to deal with complaints at the local school level. Before you file a request to process your complaint, we suggest you meet with the teacher or Supervising Teacher or Principal to discuss the issue. In most cases, a problem can be solved through such a meeting. If the problem is not solved at that level, it can then be appealed to the Board, if necessary.

We urge you, therefore, to first discuss this with the individuals involved. Then, if you are not satisfied, complete the attached form and return it to me, thereby advancing your complaint to me.

It is the District's desire to process public complaints as fairly and expeditiously as possible. The procedure provides the public with a simple and effective way to deal with problems. It also allows for the due process rights of employees to be protected.

If you wish any additional information before initiating this process, we will be glad to assist you.

Upper West Shore School District No. #33

Review of Program, Curriculum Complaints

This form is to be prepared by any citizen of the District or parent/guardian of a student attending school to process a concern about a program or curriculum of the District.

I wish to have the District process my concern about:

_____ Program/Curriculum

_____ (Date)(Signature)

(Telephone)

(Address)

1. These are my specific concerns: It is my opinion that...

2. I have reviewed/discussed these concerns with the following District employees:

3. My recommendation for improving the program or curriculum:

4. I have observed the situation myself: ___ (Yes) ___ (No)

Request for Reconsideration of Learning Materials

Author _____

Title _____

Publisher (if known) _____

Request initiated by _____

Telephone _____

Complaint represents: _____ (self)

1. What, in your opinion, is objectionable about this book/material? (Please be specific: cite pages)
2. What do you think might be the result of reading this book/using this material?
3. What brought the book/material to your attention?
4. For what age group would you recommend this book/material?
5. Do you think there is anything good about this book/material?
6. Did you read the entire book or review the material completely? If not, what parts did you read?
7. Are you aware of the judgment to this book/material by literary critics or the curriculum committee?
8. What do you believe is the theme of this book/material?
9. What would you like your library/school to do about this book/material?
 - ____ Do not assign it to my child
 - ____ Withdraw it from all students as well as from my child
 - ____ Withdraw it for re-evaluation
10. In its place, what book/material would you recommend?

SIGNATURE

DATE

RESOLUTION

SIGNATURE

DATE

Review of Services of Staff

Constructive criticism can be helpful to the District. At the same time, the Board has confidence in its staff and shall act to minimize unwarranted criticism or disruptive interference.

When the Board or an individual Board member receives a complaint, it shall be referred to the full Board for investigation.

The Board will utilize the procedures and forms in 4312F and 4312P following this document to handle complaints received from residents, parent(s) of student(s) or student(s) in the District.

The Board Chair may determine the staff member's right to privacy exceeds the public's right to know and close the hearing to the public. No further appeal of a Board decision may be taken except as provided by law.

Policy History:

Adopted on: 2008-09

Revised on:

Review of Services of Staff

These procedures are intended to resolve concerns of a citizen of the District or the parent/guardian of a student attending Dayton School in the District. They are not to be used by persons who are not citizens in Upper West Shore School District #33, nor are they available as procedures to resolve employee grievances.

Most problems can be resolved by an informal meeting between the citizen and the staff member. If the problem is not solved at that level, it can be appealed to the Board, if necessary. Complaints should be filed within 21 school days from the date of the incident.

The following steps apply to the processing of a complaint that cannot be solved through informal means. This resolution process should be completed within 30 working days and each step should be completed within 10 working days.

Step 1: The Board Chair shall attempt to settle the complaint at the level closest to the problem to be resolved.

- A) If a settlement is reached, the Board Chair shall send a copy of the process used to resolve the complaint and a short report describing the settlement (signed by all parties) to the full Board.
- B) If the complaint is not resolved, the Board Chair will forward the complaint back to the full Board for further action.

Step 2: If circumstances warrant, the Board may use an independent outside adjudicator to review the complaint.

Step 3: The adjudication process to be used by the Board or outside adjudicator shall result in a written report and will normally involve most of these components:

- A) Clarification of the complaint with the originator;
- B) Written response to the complaint by the employee;
- C) One or more hearings to gain information and insight;
- D) Review of all documents and testimony;
- E) Preparation of a written adjudication report (copies provided to the originator of the complaint, the affected employee and the full Board).

Step 4: If either of the two principal parties to the complaint disagrees with the decision of the adjudication report, it may be appealed to the Board of Trustees. The Board shall hear and rule on the appeal at the next regularly scheduled meeting of the Board.

Procedure History:

Promulgated on: 2008-09

Revised on:

Review of Services of Staff

TO: (Parent or Citizen Initiating a Complaint)

FROM: (Chair of the Board of Trustees)

RE: REVIEW OF SERVICES OF STAFF

It is usually best to deal with complaints at the school level. Before you file a request to process your complaint, we suggest you meet with the staff member to discuss the issue. In most cases, a problem can be solved through such a meeting. If the problem is not solved at that level, it can then be appealed to the Supervising Teacher and then the Board if necessary.

We urge you, therefore, to first discuss this with the individuals involved. Then, if you are not satisfied, complete the attached form and return it to me, thereby advancing your complaint to the Board.

It is the District's desire to process public complaints as fairly and expeditiously as possible. The procedure provides the public with a simple and effective way to deal with problems. It also allows for the due process rights of employees to be protected.

If you wish any additional information before initiating this process, we will be glad to assist you.

Review of Services of Staff Complaint

This form is to be prepared by any citizen of the District or parent/guardian or a student attending Dayton School to process a concern about an employee of the District.

I wish to have the District process my concern about the services of:

_____ (Individual)

_____ (Signature) _____ (Date)

_____ (Phone) _____ (Address)

1. These are my specific concerns: It is my opinion that

2. I have reviewed/discussed these concerns with the following District employees:

3. My recommendation for improving the performance of the individual:

4. I have observed the situation myself: _____ (Yes) _____ (No)

Disruption of School Operations

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

The staff member in charge shall make a written report detailing the incident as soon as possible. A copy of the report shall be given to the Board Chair.

In the event of the disruption of school operations by any individual, the Supervising Teacher shall:

1. with the assistance of appropriate staff, attempt to curtail the disruption; physical force will not be used except in emergency situations where the safety of students, employees, or other persons is in jeopardy;
2. call for assistance from local law enforcement authorities, if needed;
3. remove or have removed the individual or individuals responsible for the disruption from the scene of the activity;
3. take steps to remove the individual or individuals responsible for the disruption from the school.
These steps may include:
 - a. contacting parents to remove the juvenile(s),
 - b. contacting local law enforcement to assist;
4. prepare a written report detailing the facts related to the incident;
5. forward a copy of the report to the Board Chair; for more serious incidents of disruption, copies of the report will be forwarded to:
 - a. local law enforcement
 - b. if the individual involved is a juvenile, to the Chief Probation Officer.

Potential Disruption of School Operations

In the event the Supervising Teacher learns of the possibility of a school disruption, he/she shall consult with his/her Board members and/or the County Superintendent regarding appropriate preparatory or preventative measures.

THE SUPERVISING TEACHER SHALL BE RESPONSIBLE FOR ESTABLISHING A "CODE" OR SIGNAL THAT WILL ALERT STAFF, (E.G., "PAYCHECKS WILL NOT BE DELIVERED".) TEACHERS ARE TO LOCK STUDENTS AND THEMSELVES IN THEIR CLASSROOM AND AWAIT THE "ALL-CLEAR" SIGNAL.

Legal Reference:	§ 20-1-206, MCA	Disturbance of school- penalty
	§ 48-8-101, MCA	Disorderly conduct
	§ 20-4-303, MCA	Abuse of Teachers

Policy History:

Adopted on: 2008-09

Revised on:

COMMUNITY RELATIONS

4320

Contact with Students

Students are entrusted to the schools for educational purposes. Although educational purposes encompass a broad range of experiences, school officials must not assume license to allow unapproved contact with students by persons who are not employed by the District for educational purposes. Teachers may arrange guest speakers on appropriate topics relative to the curriculum. Supervising Teachers may approve school assemblies on specific educational topics of interest and relevance to the school program. Other types of contact by non-school personnel will normally not be permitted. Outside organizations desiring to use the captive audience in a school for information, sales material, or special interest curricula will not be allowed access to the schools.

Distribution of Fund Drive Literature Through Students

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

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

Use of School Property for Posting Notices

Individuals and organizations are prohibited from posting or causing to be posted on or in any District property any information that:

- 1) has not been approved by the Supervising Teacher ;
- 2) fails to identify the sponsoring agency; and/or,
- 3) exceeds dimensions of 11" x 17".

Policy History:

Adopted on: 2008-09

Revised on:

Use of School Facilities

District-sponsored activities, including curricular and extra/co-curricular functions, retain first priority in use of facilities.

The Board may develop procedures for use of school facilities, including rental rates, supervisory requirements, restrictions, security, etc. The Board will ensure equal access to all groups of the same class and requires all activities to be open to all who may wish to participate.

Authorization for use of school facilities shall not be considered as endorsement of or approval of the activity, group or organization nor for the purposes represented. The group or organization responsible for payment of the rental will, at the time of the rental of a school facility and as a part of the rental agreement, be advised they are required to utilize a disclaimer for any and all advertising relating to the activity for which the facility is to be used. This requirement is to ensure there will be no implied or inferred sponsorship or endorsement by the Board of the purpose or activity for which the facility is to be used.

All activities, including practices and rehearsals, must be adequately supervised at all times. Children and adults are to confine themselves to the rented area and not access other areas of the building.

The School Board reserves the right to decline use of the school facility at any time.

Waiver of Liability

There shall be no liability assumed on the part of Upper West Shore School District #33, Lake County, Montana, or its Trustees or agents, either officially or personally to the user for any damage occurring from the use of the District facilities. All users must sign a waiver holding the District, its trustees and agents free and harmless from all claims or liability for damages of any person or persons for injury to person or loss or damages to property caused by or in connection with the use of the premises or any other source.

Use of School Facilities:

Required Insurance Coverage for School Facility Use

Renters: General District liability insurance coverage is included in the rental fee.

Free of Charge: Any group or individual who qualifies to use the District facilities free of charge must provide written proof of adequate liability insurance to hold the District harmless in case of accident. Written proof must be on file in the District Clerk's office prior to usage of the facility.

Legal Reference: § 20-7-805, MCA Public recreation

Policy History:
Adopted on: 2008-09
Revised on:

Conduct on School Property

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

1. Injure or threaten to injure another person;
2. Damage another's property or that of the District;
3. Violate any provision of the criminal law of the state of Montana or town or county ordinance.
4. Smoke or otherwise use tobacco products;
5. Consume, possess, or distribute alcoholic beverages, illegal drugs, or possess dangerous weapons at any time;
6. Impede, delay, or otherwise interfere with the orderly conduct of the District's educational program or any other activity occurring on school property;
7. Enter upon any portion of the school premises at any time for purposes other than those which are lawful and authorized by the Board; or
8. Willfully violate other District rules and regulations.

"School property" means within school buildings, in vehicles used for school purposes, or on owned or leased school grounds. As circumstances warrant, the Supervising Teacher (most senior administrator) will take appropriate action.

Legal Reference: Pro-Children Act of 1994, 20 U.S.C. § 6081
§20-5-410, MCA Civil Penalty
§20-5-411, MCA Use of tobacco product in public school building or property prohibited
Smoke Free School Act of 1994

Policy History:
Adopted on: 2008-09
Revised on:

Community Schools' Program

As a method of extending educational opportunities to the entire community through a fuller utilization of school facilities, a community schools' program may be established to provide adult education, adult basic education and public recreation. The program shall be financed by federal, state and local funds available for this purpose. The use of school facilities for these purposes shall be secondary.

Legal Reference: §20-7-700, et seq., MCA Adult Education
 §20-7-800, et seq., MCA Public Recreation

Policy History:
Adopted on: 2008-09
Revised on:

Public Access to District Records

Mindful of the right of individuals to privacy and of the desirability of efficient administration of the District, full access to information concerning the administration and operations of the District shall be afforded to the public. Public access to District records shall be afforded according to appropriate administrative procedures.

"School District records" include any writing, printing, copying, photographing, etc., that has been made or received by the school, in connection with the transaction of official business and presented for informative value or as evidence of a transaction and all other records required by law to be filed with the District. "School District records" do not include the personal notes and memoranda of staff that remain in the sole possession of the maker and which are not generally accessible or revealed to other persons.

The Clerk shall serve as "public records coordinator" with responsibility and authority for ensuring compliance with the display, indexing, availability, inspection, and copying requirements of state law and this policy. As coordinator, he/she shall authorize the inspection and copying of the District's records only in accordance with the criteria set forth in this policy.

In accordance with Title 2, Chapter 4, MCA, the District shall make available for public inspection and copying all District records, or portions, except those that contain the following information:

1. Personal information from any file maintained for students. Information from student records shall be disclosed only in accordance with the requirements of the Family Educational Rights and Privacy Act of 1974 and adopted District policy.
2. Personal information in files maintained for staff to the extent that disclosure will violate their right to privacy.
3. Test questions, scoring keys, or other examination data used to administer academic tests.
4. The contents of real estate appraisals, made for or by the District relative to the acquisition of property, until the project is abandoned or until such time as all of the property has been acquired, but in no event shall disclosure be denied for more than three years after the appraisal;
5. Preliminary drafts, notes, recommendations and intra-District memoranda in which opinions are expressed or policies formulated or recommended except that a specific record shall not be exempt when publicly cited by the District in connection with any District action;
6. Records that are relevant to a controversy to which the District is a party but which records would not be available to another party under the rules of pre-trial discovery for cases pending resolution;
7. Records or portions of records, the disclosure of which would violate personal rights of privacy; and
8. Records or portions of records, the disclosure of which would violate governmental interests.

If the District denies any request, in whole or in part, for inspection and copying of records, the District shall provide the requesting party with reasons for the denial. If the record requested for inspection and/or copying contains both information exempted from disclosure and non-exempt information, the District shall, to the extent practicable, produce the record with the exempt portion deleted and shall provide a written explanation for the deletion. The District shall not provide access to lists of individuals for a requesting party that intends to use the lists for commercial purposes or which the District reasonably believes shall be used for commercial purposes if such access is provided.

The Clerk is authorized to seek an injunction to prevent the disclosure of records otherwise available when he/she determines that there is a reasonable cause to believe that the disclosure would clearly not be in the public interest and would substantially and irreparably damage any person or would substantially or irreparably damage vital governmental functions.

Legal Reference: §Title 2, Chapter 6, MCA
§2-6-109, MCA

School districts
Prohibition in distribution or sale of mailing lists – penalty

Policy History:

Adopted on: 2008-09

Revised on:

Relations with the Law Enforcement and Child Protective Agencies

The primary responsibility for maintaining proper order and conduct in the school is that of staff. Staff shall be responsible for holding students accountable for infractions of school rules, which may include minor violations of the law occurring during school hours or at school activities. Where there is substantial threat to the health and safety of students or others such as in the case of bomb threats, individual threats of substantial bodily harm or trafficking in prohibited drugs, the law enforcement agency shall be called upon for assistance. Information regarding major violations of the law shall be communicated to the appropriate law enforcement agency.

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

Cross Reference: 3421 Child Abuse and Neglect
 4314 Disruption of School Operations

Legal Reference: §20-1-206, MCA Disturbance of school – penalty

Policy History:
Adopted on: 2008-09
Revised on:

Relations with Law Enforcement Agencies

1. A law enforcement officer shall contact the Supervising Teacher upon entering a school building.
2. An officer may request and be granted such student information as address, telephone number, parents' names, date of birth and attendance information. Information contained in the student's cumulative folder and any supplementary records shall be available for inspection in compliance with a judicial order, or pursuant to any lawfully issued subpoena, upon condition that parents and students are notified of all such orders or subpoenas in advance of compliance. The District may release records to law enforcement officers without a subpoena provided that a written release is received from the parent in advance of releasing the information.
3. It shall be the policy of the District to notify parents of a student prior to any interview/interrogation by law enforcement. If, upon initial contact by a law enforcement agency, the Supervising Teacher is directed by the agency not to attempt to notify the student's parent or obtain the parent's attendance during any interview or interrogation, the Supervising Teacher shall immediately prepare a written statement that the District has been directed to make the student available for interview or interrogation without notice to the parent, and should request that the investigating officer sign the statement. If the officer refuses, the Supervising Teacher shall record the time, date, the officer's name, title and badge number and that the officer refused to sign the statement.
4. If a student is under legal age, the school shall require signed, written parental notification before allowing any interrogation to take place unless law enforcement presents a signed written statement to the district indicating that parental notification is not advisable.
5. An officer not in "hot pursuit" is required to have a warrant in order for the school to release the student into law enforcement custody. Prior to a student being taken into custody by a law enforcement officer, the school will notify the parent or guardian.

Relations with Child Protective Agencies

1. Social services workers shall contact the Supervising Teacher upon entering a school building.
2. A social worker may request and be granted such information as address, telephone number, parents' names, date of birth and attendance information. Information contained in the student's cumulative folder and any supplementary records shall be available for inspection on evidence that a student is a ward of the state or with a court order stating that the student is the subject of an investigation involving child abuse or neglect and that the social worker has access to student records.
3. While the District encourages interviews of a student to take place off school premises, the Supervising Teacher shall permit a social worker to conduct any questioning when child abuse or neglect is involved. The Supervising Teacher and school staff shall cooperate fully during such investigations. Interviews shall be conducted in the presence of a professional staff member unless specifically requested otherwise by the social worker.
4. A social worker is required to have a warrant in order for the school to release custody of a student unless the custody by the social worker is deemed necessary for the emergency protection of the child (41-3-301, MCA). In the event a student is taken into custody, the school shall inform the social worker of his/her obligation to notify the parent or guardian.

Legal Reference: 41-3-101 et. seq., MCA Child Abuse and Neglect

Procedural History:

Promulgated on: 2008-09

Revised on:

Cooperative Programs

Independent Schools

The District shall cooperate with home, private and parochial schools, including day care agencies, both in federally assisted programs and other aspects of District operations in ways that are required by law. The primary obligation of the District shall be to its students, and such cooperation shall not interfere with or diminish the quality of services offered to its students.

Cooperative Programs with Other Districts and Public Agencies

Whenever it appears to the economic, administrative and educational advantage of the District to participate in cooperative programs with other units of local government, the County Superintendent shall prepare and present for the Board's consideration an analysis of each cooperative proposal.

When formal cooperative agreements are developed, such agreements shall comply with the requirements of the Inter-local Cooperation Act, with assurances that all parties to the agreement have the legal authority to engage in the activities contemplated by the agreement.

Cooperative Programs with Business and the Business Community

The Board believes that cooperation and support between the District and the business community is mutually beneficial. In addition, the school system has a major role in the economic life of the business community. Therefore the District will:

1. strive to achieve and maintain a philosophy of partnership with the local business community;
2. seek to promote cooperative projects that will be beneficial to the education of young people in the District;
3. strive to recognize contributions from the business community;
4. join and participate in those major organizations representing the business community and identified as appropriate for District membership by the County Superintendent;
5. evaluate business requests/proposals on an individual basis.

Legal Reference:	§20-7-451through456,MCA §20-7-800, et seq., MCA §7-11-100, et seq., MCA	Authorization to create full service special education cooperative Public recreation Inter-local Agreements
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Policy History:
Adopted on: 2008-09
Revised on: