

Section 9000 – General Public and Organizational Relations

The Board recognizes the central role parent(s)/guardian(s) play in the education of their children, and supports active parent(s)/guardian(s) involvement in the educational process. Parent(s)/Guardian(s) are encouraged to maintain regular contact with their child's instructors. To familiarize themselves with their child's learning environment, parent(s)/guardian(s) are also encouraged to come to planned conference evenings, school open houses, and visitation days.

Parent(s)/Guardian(s) may also visit their child's classes on other days, subject to the approval of school administration and the following guidelines. Parent(s)/Guardian(s) are asked to understand the Board's responsibility to safeguard the learning environment for all students, and be sensitive to the disruption that can be caused by having strangers frequently observe the classroom and place demands on teacher time. The Board also has an obligation to protect the privacy rights of all students and their families by ensuring that the frequency of visitations by one parent/guardian does not allow that parent/guardian to develop inappropriate knowledge of the behavior or academic progress of other students.

The Board adopts the following regulations for parent(s)/guardian(s) visitations:

1. All parent(s)/guardian(s) visitations are subject to the approval of the school Principal, who is charged by the Board with the responsibility of guaranteeing the learning environment and privacy of students.
2. Parent(s)/Guardian(s) desiring to visit a classroom shall make a request to the Principal prior to the date of the visit. The Principal should consult with the teacher and respond to the parent(s)/guardian(s) in a timely manner.
3. The Principal or designated representative shall accompany the parent(s)/guardian(s) on the visit if the parent(s)/guardian(s) so desire(s).
4. Visitors are required to check in at the school office prior to the start of the class that they wish to observe, and to follow individual school procedures for visitor sign-in, passes, escorts, etc.

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5. Parent(s)/Guardian(s) in classrooms are there as guests and are asked to behave as quiet observers of classroom activities, unless specifically requested otherwise by the classroom teacher.
6. The building Principal may limit the number of visitors that shall be permitted in a classroom on any given day.
7. Visitation shall not be allowed during tests or other student examination/evaluation.
8. Visits are for becoming acquainted with school instruction, programs, personnel, operation, and/or the facility. Parent(s)/Guardian(s) shall refrain from giving directions or making evaluations of personnel or operating procedures during their visits. If a school visit leaves the parent(s)/guardian(s) with a concern, this concern should be discussed with the building Principal or Superintendent.
9. Teachers are expected to use the time between classes for preparation, meetings with students, and discussion with colleagues. Visiting parent(s)/guardian(s) are to refrain from using classroom observations for impromptu parent/guardian-teacher conferences either during or outside of class time. An appointment should be made with the teacher if the parent(s)/guardian(s) wish (es) to discuss their child's educational progress. Teachers shall refrain at all times from discussing the behaviors or achievement of other students with visiting parent(s)/guardian(s).
10. Board members who have students in the schools and therefore have parental/guardian opportunities to converse with their student's teacher, counselor, or administrator shall make it clear that they are speaking and/or visiting as the parent(s)/guardian(s) and not as a member of the Board.

Parent(s)/Guardian(s) who fail to abide by these regulations or who intentionally disrupt the educational process of the school may be asked to leave and/or be denied permission for future visits.

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The Superintendent shall ensure that the provisions of this policy are published in the appropriate handbook(s) and that copies are provided to parent/guardian visitors.

Approved: June 29, 2009

LEGAL REF: MCL 380.1137(b)(2)

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