

NORTH RIVER SCHOOL DISTRICT #200

BOARD POLICY

NO. 4311
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SCHOOL VISITORS

The Board welcomes and encourages visits to school by parents, other adult residents of the community and interested educators.

To insure orderly operation of the educational program, the Superintendent shall establish guidelines governing school visits.

Administrative Procedures The following guidelines are established to permit visitors to observe the educational program with minimum disruption:

1. All visitors must register at the office upon their arrival at a school.
2. Visitors whose purpose is to influence or solicit students shall not be permitted on the school grounds unless the visit furthers the educational program of the district.
3. If the visitor wishes to observe a classroom, the time will be arranged after the Superintendent has conferred with the teacher.
4. If the purpose of the classroom visitation is to observe learning and teaching activities, the visitor may be required to confer with the teacher before or after the observation to enhance understanding of the activities.
5. The Superintendent may withhold approval if particular events such as a testing program would be adversely affected by a visit. Similarly, if a visitor's presence becomes disruptive, the Superintendent may withdraw approval. In either case, the Superintendent shall give reasons for the action.
6. If a dispute arises regarding limitations upon or withholding of approval for visits:
 - a. The visitor shall first discuss the matter with the Superintendent,
 - b. If it is not satisfactorily resolved, the visitor may request a formal meeting with the Superintendent who will meet with the visitor, investigate the dispute and render a written decision, which shall be final, subject only to the citizen's right to raise the issue in open meeting at a regular session of the Board of Directors.

Adopted: November 17, 1992