

# District Policy & Regulations

## BOARD OF EDUCATION COLUMBUS SCHOOL DISTRICT

RELATIONS  
9150/PAGE 1 OF 1

### SCHOOL VISITORS

The Board of Education welcomes and encourages visits to school by parents, other adult residents of the community and interested educators. But in order for the educational program to continue undisturbed when visitors are present and to prevent the intrusion of disruptive persons into the schools, it is necessary to establish visitor guidelines.

The Superintendent or the principal has the authority to prohibit the entry of any person to a school of this District or to expel any person when there is reason to believe the presence of such person would be detrimental to the good order of the school. If such an individual refuses to leave the school grounds or creates a disturbance, the principal is authorized to request from the local law enforcement agency whatever assistance is required to remove the individual.

Non-staff access to students and classes must be limited and only in accordance with a schedule, which has been determined by the principal after consultation with the teacher whose classroom is being visited. Classroom visitations must be non-obtrusive to the educative process and learning environment and should not occur on an excessive basis.

Parental concerns about any aspect of his/her child's educational program should be presented through the procedure set forth in District Policy 9130 - Public Complaints and Grievances, a copy of which is available at the Board office and at each school.

Individual Board members who are interested in visiting schools or classrooms on an unofficial basis shall make the appropriate arrangements with the principal. In keeping with Board bylaws, such Board member visits shall not be considered to be official unless designated as such by the Board.

The Board member shall be visiting as an interested individual in a similar capacity of any parent or citizen of the community. These visits should not be considered to be inspections nor as supervisory in nature.

If, during a visit to a school or program, a Board member observes a situation or condition which causes concern, s/he should discuss the situation first with the Superintendent as soon as convenient or appropriate. Such a report or discussion shall not be considered an official one from the Board.

120.13(35) Wis. Stats.

Approved: 08/27/98

Revised: 01/28/02, 07/11/05, 01/29/09