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It shall be the policy of the Board of Trustees to keep the community informed of the objectives, achievements, needs and conditions of the school system. The Superintendent of Schools shall be responsible for initiating and administering a continuous program of communication within the community. He/she shall utilize needed school personnel and all media available in discharging this responsibility.

ADOPTED:
6-13-1977

Meetings of the Board of Trustees of the Weiser School District shall be open to the public, with the exception of those meetings wherein a discussion of specific Weiser School District personnel and related areas are conducted.

The Board of Trustees welcomes the attendance of students, teachers, parents and the general public to all of its meetings, with the exception of those closed for the purpose of executive session matters. However, items for Board consideration shall be cleared through the office of the Superintendent by four o'clock (4:00) P.M. Thursday prior to regular Board meetings. Exception shall be made to the foregoing only if the Chairperson of the Board or Superintendent deems the matter to be of such urgency to justify placement on the agenda even though presented after four o'clock (4:00) P.M. on Thursday prior to the meeting. Such items shall normally become the last item on the agenda.

ADOPTED:

6-13-1977

It shall be the policy of Weiser School District 431 to communicate as effectively as possible with the public in regard to school-related activities, functions, academic programs and related problems in order to promote a well informed citizenry.

In order to achieve said goal, the following practices shall be established:

- A. The Building Principal, or his/her designee, of each school shall serve as news coordinator for his/her school.
- B. All news articles, radio broadcasts, T.V. appearances, and interviews issued shall be cleared by the Building Principal or designee.
- C. All news articles, radio broadcasts, T.V. appearances, and interviews related to the Weiser School District as a whole shall be cleared by the Superintendent.

ADOPTED:
6-13-1977

Every effort shall be made to communicate with the public in regard to Board of Trustees meetings. The public at large and news reporters are invited to attend said meetings.

All such meetings and the agenda thereof shall be submitted to the news media for publication and coverage prior to the scheduled meetings.

ADOPTED:
6-13-1977

Representative committees of citizens may be organized by the Board of Trustees to deal with specific problems. Such committees shall maintain sound lines of communication with the school administration, School Board and community leaders. Committees shall be disbanded when they have accomplished the purposes for which they are organized.

ADOPTED:
6-13-1977

Citizens' advisory committees shall be broadly representative of the school patrons and citizens within the boundaries of the Weiser School District and shall be sensitive to the interests of the lay public. The names of committee members shall be nominated by the Superintendent of Schools and appointed by the Board of Trustees.

ADOPTED:
6-13-1977

The Superintendent or designated representative shall serve as professional consultant to all advisory committees. The Board of Trustees shall maintain the legal responsibility for making decisions. Advisory committees shall make recommendations to the Board of Trustees for final action.

ADOPTED:
6-13-1977

It shall be the policy of the Weiser School District to cooperate closely with parent-teacher organizations in providing enhanced educational opportunities for students.

ADOPTED:
6-13-1977

The Weiser School District endorses the parent involvement goals of Title I and encourages the regular participation of parents of Title I eligible children in all aspects of the District's education program as required by Section 118(a) of the Elementary and Secondary Education Act (ESEA). The education of children is viewed by the District as a cooperative effort between parents, school, and community. In this policy the word "parent" also includes guardians and other family members involved in supervising the child's participation in school.

Pursuant to federal law, the District will develop jointly with and distribute to the parents of children participating in a Title I program, a written parent involvement policy. Such policy will be made available to the local community and updated periodically in an understandable format and to the extent possible, in a language the parents can understand. In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English Proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.

ANNUAL MEETING

Each year an annual meeting of Title I parents will be held at Title I schools. All parents will be given the opportunity to participate in the design, development, operation, and evaluation of the program of the school for the next school year. Activities to fulfill the requirements for parental-involvement goals shall be presented at this meeting.

In addition to the required annual meeting, additional meetings shall be held at various times of the year for parents of children participating in the Title I program. These meetings shall be used to provide parents with:

1. Information about all programs provided under Title I;
2. A description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet;
3. Opportunities to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children and in the process of school review and improvement; and
4. The opportunity to bring parent comments, if they are dissatisfied with the school's Title I program, to the District level. The school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.

The school district will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools. Title I funding, if sufficient, may be used to facilitate these parent meetings and to promote parent attendance including offering flexible times and places for such meetings and, when feasible, assist with transportation, child care, and other related services such as translation and interpretation. The district will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Even Start, Migrant programs, after-school programs, home instruction programs for preschool students, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children.

SCHOOL/PARENT COMPACTS

Each school in the District receiving Title I funds shall develop jointly with parents of children served in the program a “School-Parent Compact” outlining the manner in which parents, school staff, and students share the responsibility for improved student academic achievement in meeting state standards. The “School-Parent Compact” shall:

1. Describe the school’s responsibility to provide high quality curriculum and instruction in a supportive and effective learning environment enabling children in the Title I program to meet the state’s academic achievement standards;
2. Indicate the ways in which each parent will be responsible for supporting their child’s learning, such as monitoring attendance, homework completion, and television watching; volunteering in the classroom; and participating, as appropriate, in decisions related to their child’s education and positive use of extra curricular time; and
3. Address importance of parent-teacher communication on an ongoing basis with, at a minimum, parent-teacher conferences, frequent reports to parents, and reasonable access to staff.

Legal Reference: P.L. 107-110, “No Child Left Behind Act of 2001”, Title I – Improving the Academic Achievement of the Disadvantaged, § 1118 Section 118(a)(2) of the Elementary and Secondary Education Act (ESEA)

ADOPTED:
11/12/07

AMENDED:
02/04/13

It shall be the policy of the Weiser School District to encourage all certified and noncertified personnel to take an active interest in community affairs.

ADOPTED:
6-13-1977

Weiser School District personnel shall not accept gifts from special interest groups, salesmen or any other individual or group that may tend to promote products or interests which are not to the best advantage of all students.

ADOPTED:
6-13-1977

- A. Patrons of the District, including parents of students and residents of the District, may file complaints regarding actions by District employees.
- B. Patrons are encouraged to attempt to resolve the issue by discussing their concerns with the involved individuals. If informal attempts at resolution are not reasonable to undertake or do not provide satisfaction to the complainant, he/she may file a written complaint with the employee's principal or supervisor within ten (10) days of the action giving rise to the patron's concern. Upon receipt of a written complaint, the appropriate principal or supervisor will review the matter and investigate the allegations, if necessary, by gathering relevant information and interviewing the parties. The principal or supervisor will respond in writing to the complainant within ten (10) work days of receipt of the written complaint.
- C. In the event the complainant is not satisfied with the disposition of the complaint by the principal or supervisor, he/she may appeal the decision in writing to the Superintendent within five (5) work days after receipt of the written disposition. The Superintendent (or designee) will review the matter, which may include gathering pertinent information and/or conferencing with the complainant or other parties. Within fifteen (15) work days of receipt of the appeal, the Superintendent shall communicate a written decision on the appeal together with reasons for the decision.
- D. If the complainant is dissatisfied with the Superintendent's decision, an appeal may be made to the Board of Trustees by submitting a request for an appeal to the Clerk of the Board. Such request must be accompanied by all previous written communications and submitted within five (5) work days after issuance of the Superintendent's decision. The Board shall review the issues under appeal, and render a final decision in writing within twenty (20) calendar days after receiving the appeal. If the complaint concerns the actions of a specific employee, any discussion by the Board will occur in executive session.
- E. Neither the Board as a whole nor any individual Board member will entertain or consider complaints from patrons unless the complainant has fully complied with this policy and the Superintendent has issued a decision in the matter. Only in those cases where the complainant is not satisfied with the decision made by the Superintendent will the matter be considered by the Board.

- F. When an individual Board member is contacted with reference to a specific complaint, he/she shall direct the patron to the appropriate channels for handling of the complaint. The Board member will also inform the Superintendent that he/she was contacted regarding a patron complaint.

- G. No adverse action or retribution will be taken against the complainant by any employee, member of the administration or Board as a result of an individual's expression of concern.

ADOPTED:
2002

The Weiser School District welcomes the voluntary assistance of informed citizens as instructional aides, typists, resource personnel, and in other capacities. Such volunteers shall be assigned to teachers or classrooms on the basis of student needs and with the cooperation and agreement of individual teachers and with the approval of the Building Principals. Volunteers shall be under the direction of the teacher to which they are assigned and of the Principal.

ADOPTED:
6-13-1977

AMENDED:
2006

The Weiser School District recognizes the danger sex offenders pose to student safety. Therefore, in an effort to protect students while under the control and supervision of the District, the District has implemented this policy.

State law prohibits a person who is currently registered or is required to register under the sex offender registration act to:

1. Be on or remain on the premises of a school building or school grounds, or upon other properties posted with a notice that they are used by a school, when the person believes children under the age of eighteen (18) years are present and are involved in a school activity or when children are present within thirty (30) minutes before or after a school activity;
2. Loiter on a public way within five hundred (500) feet of the property line of school grounds or a school building when children under the age of eighteen (18) years are present for a school activity; or when students are present thirty (30) minutes before or after such activity.
3. Be in any vehicle owned, leased, or contracted by a school to transport students to or from school or school-related activities when children under the age of eighteen (18) years are present in the vehicle;
4. Reside within five hundred (500) feet of a school, measured from the nearest point of the exterior wall of the offenders' dwelling unit to the school's property line, unless the person's residence was established prior to July 1, 2006.

Provided, however, section numbers 1 and 2 immediately above shall not apply when the person:

1. Is a student in attendance at the school; or
2. Resides at a state licensed or certified facility for incarceration, health care, or convalescent care; or
3. Is exercising his or her right to vote in public elections;
4. Is taking delivery of his or her mail through an official post office located on school grounds;
5. Stays at a homeless shelter or resides at a recovery facility if such shelter or facility has been approved for sex offenders by the county sheriff or municipal police chief; or
6. Has contacted the District Office annually to obtain written permission from the District to be on the school grounds or upon other property posted with a notice that the property is used by a school.

Request to Visit School by Parents or Legal Guardians who are convicted sex offenders:

Any convicted sex offender who is the parent or legal guardian of a student enrolled in the Weiser School District shall complete and submit a **Record of Visits Request** with the principal of the school their student is enrolled in. This form shall be completed AND MUST BE APPROVED BY THE PRINCIPAL BEFORE the sex offender is allowed on school property to attend a school activity involving their student. It is recommended that the parent or legal guardian submit such form well in advance of the activity that is sought to be attended, no less than ten (10) calendar days before such event.

Any change in the number of visits, dates and times of visits, and purpose of visits must likewise be submitted to the building principal as a change or addition to the Record of Visits Request AND MUST BE APPROVED BY THE PRINCIPAL BEFORE the visit takes place.

If the Principal does NOT respond to the request prior to the event and/or if the principal declines to allow such visit, the parent or legal guardian shall NOT attend the requested event.

Note: These provisions are required for an individual who is dropping off or picking up a student and is the student's parent or legal guardian; is attending an academic conference or other scheduled extracurricular event; or is temporarily on school grounds, during school hours, for the purpose of delivering mail, food, or other items.

Sex Offender Registry Notification

The Superintendent or his or her designee shall request notification of registered sex offenders in the same zip code as any school within the District. The request can be made to the Idaho State Police, the local Sheriffs Department, or the Idaho State Superintendent of Public Instruction. Such request and notification shall be made in accordance with Idaho Code. The information in the sex offender registries is for purposes of protecting the public and is NOT to be used for the purpose of harassing or intimidating anyone.

Staff Notification

The principal shall inform staff of the roles and responsibilities of staff in dealing with instances of convicted sex offenders on school property, including, but not limited to sex offenders on school property without approval, and/or if a staff member is the school official assigned to escort the sex offender.

When sex offender registry information is disseminated by the principal, it shall include a notice that such information should not be shared with others and may only be used for the purposes discussed in this policy and in accordance with Idaho Code. Employees who share registry information with others may be disciplined.

Legal Reference:	I.C. § 18-916	Abuse of School Teachers
	I.C. § 18-8323	Public Access to Sexual Offender Registry Information
	I.C. § 18-8324	Dissemination of Registry Information
	I.C. § 18-8326	Penalties for Vigilantism or Other Misuse of Information
	I.C. § 18-8329	Adult Criminal Sex Offenders - Prohibited Access to School Children
	I.C. § 33-512(11)	Governance of School

Adopted on:
10-12-2015

SAMPLE LETTER

(Date)

(Name and Address)

Weiser, ID 83672

Dear Mr./Mrs.....,

The purpose of this letter is to help the school and District comply with State law placing restrictions on sex offender's access to school children and school property.

If you would like to obtain information regarding convicted sex offenders in your area, you can contact the Idaho State Police or your local Sheriff's Department. The Idaho State Police has a website available to provide this information. Currently, that website is:

http://isp.idaho.gov/sor_id

State law prohibits a convicted sex offender from:

1. Being on or remaining on the premises of a school building or school when the person believes children under the age of eighteen (18) years are present and involved in a school activity or when children are present within thirty (30) minutes before or after a scheduled school activity.
2. Loitering on a public way within five hundred (500) feet of school grounds or a school building when children under the age of eighteen (18) are present for a school activity, or when students are present thirty (30) minutes before or after such activity.
3. Being in any vehicle owned, leased or contracted by a school to transport students to or from school or school-related activities when children under the age of eighteen (18) years are present in the vehicle.
4. Residing within five hundred (500) feet of a school, unless the person's residence was established prior to July 1, 2006.

The following items apply if you are a parent/legal guardian who is a convicted sex offender and would like to visit a school or attend a school activity:

- You need to return a completed "**Record of Visits Request**" to the principal's office where your child is enrolled. This form indicates when and for what purpose a convicted sex offender is asking permission to be on school grounds or to attend a school activity. This form shall be completed AND MUST BE APPROVED BY THE PRINCIPAL BEFORE you are allowed on school property. It is recommended that the form be submitted well in advance of the start of the school year, no less than ten (10) calendar days if possible. If you have children attending more than one school, you must complete this form for each school.
- When you wish to visit your child at school or attend a school event that is not described on the attached form, you must inform the principal in advance that you need to amend your *Record of Visits Request*. Your request to amend the *Record of Visits Request* must be completed AND MUST BE APPROVED BY THE PRINCIPAL BEFORE you are allowed on school property. This record will be kept on file in the building principal's office where your child is enrolled. **Do not visit the school or attend a school event unless the entry has been made on your school record and approved by the principal.**
- The *Record of Visits Request* will need to be completed and submitted once annually for you to visit school property.

The attached form (*Record of Visits Request*) must be completed by a convicted sex offender who is the parent or legal guardian of a student enrolled in the school and who wishes to visit the school. Step parents who are convicted sex offenders and who have not adopted a child or who do not have legal guardianship of a child attending our school are not covered by the guidelines set forth above and are not allowed to participate in any school function unless specifically requested and approved by the principal or superintendent.

After completion, return this form to the building principal. If the Principal does NOT respond to the request prior to the event and/or if the Principal declines to allow such visit, the parent or legal guardian shall NOT attend the requested event.

This form does not need to be returned if you are not going to enter a school campus or attend a school activity.

Should you have any questions, please contact your building principal or the superintendent.

Respectfully,

Building Principal

- A. General: Community groups shall be permitted and encouraged to use school facilities for worthwhile purposes, provided that:
1. The use thereof does not interfere with the school program.
 2. The use thereof is not for closed (as distinguished from open) political meetings.
 3. The use thereof is not for any program or movement which advocates the overthrow of the government of the United States or local government.
 4. Arrangements shall be made in advance through the Principals of the school facilities involved for the use of said facilities. During summer vacations and holidays, arrangements may be made through the Superintendent of Schools.
 5. The individuals or groups utilizing the school facilities shall be responsible for the payment of rent, as per schedule.
- B. Use of Buildings and Grounds:
1. School buildings may be used without cost by semi-educational organizations such as the Parent-Teacher Association, Boy Scouts, Girl Scouts, and Camp Fire Girls, if the meetings are properly supervised and chaperoned.
 2. By agreement, the Department of Recreation of the City of Weiser may use school facilities without charge, provided that there is no conflict with the school program or course offerings of the Weiser School District.
 3. Community groups whose primary objective is community service: service clubs, Chamber of Commerce, Red Cross, churches, etc., may use the school buildings without charge except for a ten dollar (\$10.00) per hour custodial fee.
 4. With general community groups where no admission is charged, a charge shall be levied on such groups sufficient to cover actual expenses.

ADOPTED:
6-13-1977

School facilities shall not be utilized by any agency or person for the private profit of that agency or individual. Any exceptions to this policy must receive the express and explicit permission of the Board of Trustees. Any such application for the utilization of school facilities shall designate the use to which said facility shall be put, the specific service to be performed, and the educational or other benefits to be derived by students or faculty.

ADOPTED:
6-13-1977

**APPLICATION FOR USE OF SCHOOL FACILITIES
WEISER SCHOOL DISTRICT**

School _____ Date of Application _____

Request is hereby made by the undersigned for the use of the following school premises on the date set forth below. The following facility that is checked is requested for _____, 20__, during the hours from _____ M to _____ M.

Note: For a series of meetings during current school year, all dates must be listed on the left margin of this application form.

Multi-purpose room without chairs	_____	Outside ground area	_____
Multi-purpose room with chairs set up	_____	Kitchen facilities only	_____
Multi-purpose room with kitchen facilities	_____	Name or number of room or facilities assigned by Principal	_____
Classroom	_____	Other (specify)	_____
Auditorium	_____		

Expected Attendance _____

The purpose or nature of this meeting or function is _____

An admission charge, collection donation or solicitation:

will not be made _____
will be made _____

Proceeds will be used for _____

The following equipment will be needed (equipment requested will be provided only if available at the school to be used in accordance with regulations concerning the use of school facilities). _____

We hereby certify that we shall be personally responsible, on behalf of our organization, for any damage sustained by the school premises, furniture or equipment because of the occupancy of said premises by our organization. We agree to abide by and to enforce the rules, regulations and policies of the Weiser School District.

\$1,000,000 insurance liability coverage certificate presented _____

Name of organization _____

Address of organization _____ Phone _____

Name of representative or agent _____ Title _____

Home address _____ Phone _____

Liability Waiver (1004.4a) signed and returned _____

(NOTE: Please carefully read Weiser School District Rules and Regulations for the use of school premises)

Signature _____

ADOPTED:

6-13-1977

AMENDED:

1996

Except for those groups specifically exempted from fees, as specified by Weiser School District policies, all community groups shall be charged a fee for the use of school facilities.

The Board of Trustees of School District No. 431 has set up the following rental fees, rules and regulations governing the use of the auditorium and gymnasium at Weiser High School.

Application blanks for reserving the auditorium or gymnasium are to be filled out at the office of the Principal of Weiser High School.

AUDITORIUM

Strictly outside performance	No accommodations
Outside group with local sponsor.....	\$50.00
Rehearsals	7.50
Outside group with local sponsor for benefit of local group	35.00
Rehearsal.....	7.50
Strictly local group for local benefit	25.00
Rehearsal.....	7.50
Strictly local group for club treasury.....	50.00
Rehearsal.....	7.50
Music recitals - local classes	25.00
One free rehearsal if no admission charge	
Music recitals	25.00
Rehearsal (if admission charged).....	7.50
Meetings of churches and patriotic organizations	25.00
(If no admission is charged)	

The above charges shall in no case be omitted or rescinded except by action of the Board of Trustees. If the user seeks free use of the auditorium or if he seeks its use at a reduced fee, he may pay the full fee and later appear before the Board when it is in session to ask for a rebate or a refund of the entire fee; or he may appear before the Board before he uses the auditorium. The Board will decide each case upon its merits. The Board insists on having a regularly employed staff member there every time the buildings are open. This avoids abuse and also a lot of difficulty from not knowing how to handle equipment, heat, etc.

GYMNASIUM

Outside group with local sponsor.....	\$100.00
Outside group with local sponsor for local benefit.....	50.00
Strictly local group for club treasury.....	75.00

The Board will not rent the gymnasium at any price if the affair is for private gain; for example, bring in wrestlers to make money for an individual.

ANY DISTRICT FACILITY

Unless arrangements are made in advance, a custodial fee of ten dollars (\$10.00) per hour will be assessed.

ADOPTED:
6-13-77

AMENDED:
1996

CONTRACT FOR USE OF SCHOOL DISTRICT NO. 431

**BUILDINGS AND FACILITIES WAIVER OF LIABILITY
AND INDEMNITY AGREEMENT**

READ THIS DOCUMENT CAREFULLY BY SIGNING THIS AGREEMENT, YOU GIVE UP CERTAIN RIGHTS AND ASSUME CERTAIN RESPONSIBILITIES:

_____, an agent or officer, acting for and on behalf of _____, for and in consideration of the use of the facilities of Weiser School District No. 431, located at _____ (building or facility) do by this document agree, on behalf of myself and the organization which I represent, to indemnify and hold harmless any employee, officer, servant, or agent of the School District, including elected or appointed officials, and persons acting on behalf of the School District in any official capacity, temporarily or permanently in the service of the School District, whether with or without compensation, from any and all manner of action or actions, cause or causes of action, suits, injuries, or any other claim or demands arising out of the use of any facility of School District No. 431.

THE UNDERSIGNED FURTHER AGREES:

1. To indemnify and hold harmless the School District, its agents, employees and assigns from all manner, action or actions, cause or causes of action, suits, injuries or any other claims or demands that may arise from any act or omission by an employee, agent, representative or any person acting for or on behalf of said School District concerning any claim, cause of action, suit, injury or demand arising out of the organization's use of the facilities of said School District.

2. To provide the School District with proof of insurance in the form of a Certificate of Insurance. The Certificate of Insurance must show a minimum limit of liability coverage of \$1,000,000.00 per occurrence. The Certificate of Insurance must also evidence coverage for this agreement in the form of blanket contractual coverage or name the Weiser School District as an additional insured. A copy of the Certificate of Insurance must be attached to this agreement prior to using or occupying the premises. Additionally, any organization using the Armory for an event in which alcohol will be served by a licensed vendor shall include with the Certificate of Insurance a liquor liability provision protecting the School District from all liability claims relating to the use of alcohol.

3. Neither the undersigned or the organization which it represents shall be entitled to contribution or indemnification, or reimbursement for legal fees and/or expenses from the School District for any action, cause, suit, claims or demands

brought against the organization arising out of the use of the facilities of the School District.

4. To immediately notify the School District of any conduct or circumstances which bring about an injury to persons or tangible property, describing the injury or damage to tangible property, stating the time and place of the injury or damage which occurred, and stating the names of all persons involved.

5. To reimburse the School District for any damage or losses caused by the organization's use of the School facilities, and agrees to promptly pay for said damages.

6. To obtain an individual waiver of liability from each participant in any program that involves the use of any facility of the School District if said waiver of liability is required by the School District.

7. In the event the School District shall be required to initiate legal action to enforce any and all terms of this agreement, the undersigned, on behalf of its organization, agrees to reimburse the School District for all legal expenses and costs reasonably incurred.

8. This agreement may not be changed orally, but only by an agreement in writing and signed by the party against whom enforcement of any waiver, change, modification or discharge is sought.

9. This agreement shall be governed by the laws of the State of Idaho.

10. In the event any provision of this agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this agreement.

This agreement shall be binding on the heirs, personal representatives, successors and assigns of the parties to this agreement.

Dated this ____ day of _____, 20__, at _____, Idaho.

School Official Representing
School District No. 431

Signature of Person Responsible

Organization

ADOPTED:
6-13-1977

AMENDED:
2002

- A. Rules, Regulations and Policies of the Weiser School District Regarding the Use of School Premises:
1. Obtain from the Principal's office, in the school in which the facilities that you wish to use are located, the necessary application forms and fill them out with the personal aid of the school employee immediately in charge of the facility requested.
 2. Applications should be submitted two (2) weeks in advance.
 3. Return the forms in quadruplicate to the Principal's office. An approved copy will be mailed after the application has been acted upon by the Superintendent.
 4. If a rental charge is required, it shall be paid in advance, to the Superintendent's office, 925 Pioneer Road, Weiser, Idaho; all checks shall be made payable to the Weiser School District. Opening of the building for use shall be contingent upon the showing of a receipt for payment of rental by user to the custodian in charge of the school Principal.
 5. School premises shall not be available on such occasions or during such hours as have been scheduled in advance by the various school principals for school exercises or functions in connection with regular school work.
 6. In the case of entertainments or meetings in which admission fees are charged or contributions solicited and the net receipts of the admission fees or contributions are not expended for the welfare of the pupils of the District or for charitable purposes, a charge shall be made for the use of school houses, property and grounds.
 7. Persons or organizations using school premises which include a stage and stage equipment shall not be permitted to remove or displace furniture or apparatus. Pianos shall not be moved on or off the stage, except under the direction of the custodian in charge.
 8. Access to rooms or facilities other than approved by application shall not be permitted.
 9. There shall be no intoxicants, narcotics or tobacco used in or about school buildings and premises nor shall profane language, quarreling, fighting or gambling be permitted. Violation of this rule by any organization during occupancy shall be sufficient cause for denying further use of school premises to the organization.

10. If free use is granted, as provided by Weiser School District policies, the meeting shall be nonexclusive and shall be open to the public.

11. The programs offered in or during the use of any school premises shall at no time contain any matter which might tend to cause a breach of the peace, or which constitutes subversive doctrine or seditious utterances or which agitates for changes in our form of government or social order by violence or unlawful methods.

12. Juvenile organizations must have adult sponsorship and supervision.

13. No literature shall be advertised or offered for sale on school premises at said meetings.

14. The person or group receiving the permit shall be responsible in case of loss or damage, if any, as a result of the meeting.

15. Only preparations that have been authorized by the Building Principal shall be used on the floors at any time by groups using the building for dancing.

16. There shall be no Saturday, Sunday or holiday use of the buildings under the policies of the Weiser School District, unless special permission is granted. Application for such use must be submitted three (3) weeks in advance. Holiday use shall include Weiser District holidays, as well as legal holidays. School grounds and equipment attached thereto may be used at any time, subject to the proper and safe use and care of said grounds and equipment.

17. All functions must close by ten thirty o'clock (10:30) P.M. unless special arrangements have been made with the school Principal.

18. When kitchens are to be used, cafeteria personnel must be present and must be compensated according to their hourly wage.

19. Equipment such as projectors, record players, microphones, etc., shall be available for use under these regulations, if proper supervisory arrangements have been made with the Principal.

20. No request shall be granted unless accompanied by an application for the use of school facilities which has been signed by an authorized representative of the organization requesting the use of the buildings.

21. Any person applying for the use of school property on behalf of any society, group or organization shall be a member of such applicant group and unless he/she is an officer of such group, must present written authorization from such applicant group to make said application.

22. Organizations and individuals using school facilities shall present evidence of liability insurance coverage in the amount of one million dollars (\$1,000,000.00).

ADOPTED:
6-13-1977

AMENDED:
1996

**POLICY TITLE: Use Of School Facilities;
Holiday Use**

**POLICY NO. 1004.6
PAGE 1 of 1**

There shall be no Saturday, Sunday or holiday use of school buildings unless special permission is granted. Application for such use must be submitted three (3) weeks in advance. Holiday use shall include Weiser School District holidays as well as legal holidays.

ADOPTED:
6-13-1977

POLICY TITLE: Gratuities To Personnel

**POLICY NO. 1004.7
PAGE 1 of 1**

No Weiser School District employee shall accept gratuities proffered to him/her in the performance of his/her school duties. If reimbursement is in order to the employee for extra duties, said reimbursement shall be provided to the employee from fees charged to the organization or agency utilizing school facilities.

ADOPTED:
6-13-1977

The loan of school equipment shall be done only with the permission of the Building Principal and shall be only for designated periods of time. Failure to return school equipment within the time limits which have been prescribed and in an undamaged condition may result in the revocation of subsequent borrowing privileges. Individuals or organizations who return damaged equipment shall be held responsible for the repair or replacement of all damaged equipment.

ADOPTED:

6-13-1977

- A. It shall be the responsibility of the individual schools, with the approval of the Principal, to set up dates for public presentations of activities within the school.
- B. All presentations shall be under the supervision of building faculty members and must be complimentary to high standards of performance. Such activities may include:
1. School plays.
 2. Band concerts and musicals.
 3. Debates.
 4. Declamation.
 5. Art reviews.
 6. Industrial art fairs.
 7. Fashion shows.
 8. Science fairs.

ADOPTED:
6-13-1977

During school hours or under the sponsorship of the schools, students shall engage only in those contests which are designated by school officials. If there is any question about the appropriateness of contests for students, the question shall be referred to the school Principal whose decision shall be final for his/her school. The use of contests of a noneducational nature shall be prohibited.

ADOPTED:

6-13-1977

No sales promotions of a commercial nature shall be held in any school building or other facility of the Weiser School District by any organization, company or individual without the express written consent of the Board of Trustees. This policy shall not be intended to restrain teachers from sending notices of reading books for sale by companies, but no employee shall profit from any such sales, either directly or indirectly, financially or otherwise.

ADOPTED:

6-13-1977

No student or students nor any employee of the Weiser School District shall participate during school hours nor use school property or facilities to promulgate or carry on money-raising activities in any school or on school premises unless specific approval is rendered by the Board of Trustees. All fund-raising projects shall be coordinated with the Building Principal or his/her designee.

ADOPTED:
6-13-1977

No public entertainment shall be announced, nor any collection be taken in the schools without specific permission of the Board of Trustees. However, when so requested, occasional announcements may be made on behalf of such organizations as the P.T.A., Boy Scouts, Girl Scouts, Camp Fire Girls, and any city, state or Federal governmental organization.

Representatives of the United Fund and other charitable, non-sectarian organizations may secure permission from the Superintendent for the placement of collection containers in school building foyers, hallways and other locations, excluding classrooms, for the deposit of voluntary contributions on the part of teachers and pupils. Teachers may announce to pupils the purpose of these containers and where they are located. There shall be no solicitations or collections from students on an individual basis and no envelopes or coin-cards shall be sent home for the return of contributions.

The Superintendent may authorize written or printed announcements of a proper nature to be posted on the bulletin boards of schools. No announcements or notices of a commercial venture, based on the profit motive, shall be placed in the schools.

ADOPTED:

6-13-1977

It will be the policy of Weiser School District 431 to recognize the organization of community groups for the purpose of supporting the various aspects of school activities when such groups have submitted a written constitution stating purpose and operational procedure.

It will be understood that the Board of Trustees will have final authority in the decision-making process when activities of such organizations involve the students of the Weiser School District.

All gifts to the Weiser School District and fund-raising activities must be approved by the Building Administration/Board of Trustees.

ADOPTED:

5-18-1982