

IDEA PUBLIC SCHOOLS BOARD POLICY MANUAL
POLICY GROUP 1 – GOVERNANCE
SCHOOL VISITORS

PG-1.401

Sec. 1. PROCEDURES FOR SCHOOL VISITORS

Notices shall be posted at each IDEA Public Schools campus requiring all visitors to first report to the campus administrative office. This policy shall apply to parents, board members, volunteers, social service workers, invited speakers, maintenance and repair persons not employed by IDEA Public Schools, vendors, representatives of the news media, former students, and any other campus visitors.

A visit by visitors to individual classrooms during instructional time requires prior approval of both the campus Principal and teacher whose class is to be visited. Such visits may not be approved or may be terminated where their duration or frequency interferes with the delivery of instruction or in any other way disrupts the educational environment.

IDEA Public Schools or the Principal may:

1. Require a person who enters property under IDEA Public Schools's control to show a driver's license, another form of identification issued by a governmental entity displaying the visitor's photograph, or, if applicable, the person's employee or student identification card. The person must provide the identification on request.
2. Establish an electronic or paper database for storing campus visitor information. Information stored in the campus databases may be used only for purposes of IDEA Public Schools security, and may not be sold or otherwise disseminated to third parties.
3. Verify whether the visitor is a registered sex offender as identified in the computerized central database maintained by the Department of Public Safety, or in any other database accessible by IDEA Public Schools.

IDEA Public Schools or the Principal may eject a person from school property if:

1. The person refuses or fails to provide on request identification described above; and
2. It reasonably appears that the person has no legitimate reason to be on school property.

Education Code 38.022(a-1).

The Superintendent or designee, in conjunction with campus administrators, shall develop and implement procedures addressing campus visitors identified as registered sex offenders. These procedures shall include but are not limited to provisions dealing with:

1. Parental rights to visit;
2. Escorts by IDEA Public Schools personnel;
3. Access to common areas of the campus;
4. Access to classrooms;
5. Drop off and release of students; and
6. Eligibility to serve as volunteers.

Adopted on December 12, 2020, Revised on November 22, 2024

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Sec. 2. NOTICE OF ENTRY BY REGISTERED SEX OFFENDERS

A registered sex offender who enters IDEA Public Schools premises (meaning a building or portion of a building and the grounds on which the building is located, including any public or private driveway, street, sidewalk or walkway, parking lot, or parking garage on the grounds) during standard operating hours of the school shall immediately notify the administrative office of the school of the person's presence on the premises of the school and the person's registration status. The office may provide a chaperone to accompany the person while the person is on the premises of the school.

These requirements do not apply to:

1. A student enrolled in IDEA Public Schools;
2. A student from another school participating in an event at IDEA Public Schools; or
3. A person who has entered into a written agreement with IDEA Public Schools that exempts the person from these requirements.

Sec. 3. VISITOR CONDUCT

IDEA Public Schools invites and welcomes parents and other members of the public to its schools. IDEA Public Schools is committed to treating parents and other community members with respect and expects the same in return. To that end, IDEA Public Schools must keep schools and administrative offices free from disruptions and prevent unauthorized persons from entering the schools and school grounds.

Accordingly, this policy promotes mutual respect, civility, and orderly conduct among IDEA Public Schools employees, parents, students, volunteers and the public. IDEA Public Schools seeks to maintain to the extent possible and reasonable, a safe, harassment-free workplace for students and staff. In the interest of presenting teachers and other employees as positive role models, IDEA Public Schools encourages positive communication and discourages volatile, hostile, or aggressive actions. IDEA Public Schools seeks and encourages patrons to cooperate with this endeavor.

IDEA Public Schools recognizes the importance of employees, students, and parents engaging, collaborating, and sharing in digital environments. Accordingly, the use of technology on IDEA Public Schools property and at school-sponsored events shall be appropriate, not disruptive to the educational environment, and not detrimental to the safety of employees and students. It must also be in compliance with other applicable IDEA Public Schools policies.

An individual engaging in disruptive behavior shall be required to leave IDEA Public Schools property. Any individual who disrupts or threatens to disrupt school or office operations, threatens the health and safety of students or staff, willfully causes property damage, uses loud and/or offensive language that could provoke a violent reaction, or who has otherwise established a

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pattern of unauthorized entry on IDEA Public Schools property shall be directed to leave IDEA Public Schools property by the Principal or other administrator. In certain circumstances, a criminal trespass warning may also be issued or law enforcement contacted.

Sec. 4. ACCESS TO STUDENTS BY MILITARY RECRUITERS

To the extent IDEA Public Schools receives assistance under the ESEA, IDEA Public Schools shall provide military recruiters the same access to secondary students as is generally provided to institutions of higher education or to prospective employers of those students. *20 U.S.C. 7908(a)(3)*.

Except as allowed under Education Code § 29.9015(d) or (e), IDEA Public Schools shall each year provide students in grades 10 through 12 an opportunity to take the Armed Services Vocational Aptitude Batter test and consult with a military recruiter. *Education Code 29.9015(a)*.

Sec. 5. DATE ADOPTED AND EFFECTIVE

As set forth in the pertinent minutes to the meeting of the Board, the Board adopted this policy on November 22, 2024, and it became effective on November 22, 2024.

Sec. 6. RETENTION

This policy shall be retained until superseded, expired, or discontinued and for five (5) years thereafter in accordance with state law.

Sec. 7. CERTIFICATION

The Undersigned, being the Secretary of the Corporation, hereby certifies that the foregoing represents a true copy of the Board Policy relating to School Safety Transfers, as originally adopted by the Board on May 17, 2023, and revised on November 22, 2024, is in full force and effect and has not been revoked or amended.

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Board Secretary

Date Certified

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