

# Policy 9.10

**CHAPTER 9.00 - SCHOOL-COMMUNITY RELATIONS AND  
INTERLOCAL AGREEMENTS**

<b>PARENT ORGANIZATIONS AND SCHOOL SUPPORT GROUPS</b>	<b>9.10</b>
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Each school principal is encouraged to cooperate with parent and school support groups in the District. The school principal shall be responsible for forming and assisting organizations which are desired and necessary for the school program; such organizations shall be kept active by the school principal for the duration of their need and encouraged to maintain accurate financial and activity records.

**STATUTORY AUTHORITY:** 1001.41(2), 1001.42(17), F.S.

**LAW(S) IMPLEMENTED:** 1001.42(17), ~~1000~~1001.43(5), F.S.

**HISTORY:** **ADOPTED: 08/21/01**  
**REVISION DATE(S):**  
**FORMERLY:**

**NOTES:**

# Policy 9.101

## CHAPTER 9.00 - SCHOOL-COMMUNITY RELATIONS AND INTERLOCAL AGREEMENTS

### Parent / Family Involvement

9.101

The School Board recognizes that a child's education is a responsibility shared by the school and family during the entire period the child spends in school. To support the mission of the school district, which is to prepare students to achieve the highest learning standards, the schools and parents must work together as knowledgeable partners.

The term "parent" refers to any adult—mother, father, older sibling, aunt, uncle, grandparent, guardian, mentor—who plays a significant role in the care of a student.

Although parents are diverse in culture, language and needs, they share the school's commitment to the educational success of their children. This school district and the schools within its boundaries, in collaboration with parents, shall establish programs and practices that enhance parent involvement and reflect the specific needs of students and their families.

- I. To this end, the Board supports the development, implementation and regular evaluation of a parent involvement program in each school, which will involve parents at all grade levels in a variety of roles. The parent involvement programs will be comprehensive and coordinated in nature. They will include, but not be limited to the following components of successful parent involvement programs:
  - a. Communication between home and school is ongoing, two-way and meaningful.
  - b. Responsible parenting is promoted and supported.
  - c. Parents play an integral role in assisting student learning.
  - d. Parents are welcome in school and their support and assistance are sought.
  - e. Parent education programs are offered.
  - f. Parents are partners in the decisions that affect children and families.
  - g. Community resources are utilized to strengthen school programs, family practices and student learning.
- II. The Board supports professional development opportunities for staff members to enhance understanding of effective parent involvement strategies.
- III. The Board recognizes the importance of administrative leadership in setting expectations and creating a climate conducive to parental participation.
- IV. The Board supports the development, implementation and regular evaluation of a program to involve parents in the decisions and practices of the school system, using to the degree possible, the components listed above.

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**STATUTORY AUTHORITY:** 1001.41, 1001.42, F.S.

**LAW(S) IMPLEMENTED:** 1001.42(17), 1001.51, 1001.54, 1002.20, 1002.23,  
1003.33, 1006.07, 1008.25, ~~1012.72,~~  
1012.98, F.S.

**HISTORY:** ADOPTED: 12/09/03  
REVISION DATE(S): \_\_\_\_\_  
FORMERLY: NEW

**NOTES:**

# Policy 9.20

CHAPTER 9.00 - SCHOOL-COMMUNITY RELATIONS AND  
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**COMMUNICATIONS AND COMMUNITY RELATIONS**

**9.20**

- I. The school board recognizes that effective communication plays a vital role in student achievement. Open communication creates a climate of mutual understanding and cooperation among all stakeholders; including staff, students, parents, business people, and citizens. This cooperation creates a better learning environment and additional support for students. Based on this philosophy the school district will provide timely, accurate, and clear information about the district's goals, programs, progress, and challenges. It will also solicit input from stakeholders as part of the ongoing decision-making process.
- II. The district's strategic communications plan will be developed and updated annually.

**STATUTORY AUTHORITY:**

**1001.42, F.S.**

**LAW(S) IMPLEMENTED:**

**1001.42(17), ~~1000~~1001.43(5), ~~1001.51~~, F.S.**

**HISTORY:**

**ADOPTED: 08/21/01  
REVISION DATE(S):  
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**NOTES:**

# Policy 9.21



**CHAPTER 9.00 - SCHOOL-COMMUNITY RELATIONS AND  
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**SCHOOL REPORTS**

**9.21+**

- I. Each school shall make available annually, to parents and the community, school reports required by federal and state laws and State Board of Education rules.
- II. Reports shall follow a uniform District-wide format that is easy to read and understand.
- III. Schools may include other information in the report about the school's progress and other related school information.
- IV. School and District reports shall be published on the District website and in the local newspaper when required by law.

**STATUTORY AUTHORITY:**

**1001.42, F.S.**

**LAW(S) IMPLEMENTED:**

~~1000.21, 1001.11~~, 1008.25, 1008.345, F.S.

**HISTORY:**

**ADOPTED: 08/21/01**  
**REVISION DATE(S): 06/06/06, 02/02/07, 06/17/14**  
**FORMERLY: NEW**

**NOTES:**

# Policy 9.30

**CHAPTER 9.00 – SCHOOL-COMMUNITY RELATIONS AND  
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**USE OF FACILITIES**

**9.30\*+**

As a matter of policy, the Board intends to make facilities available to groups of citizens, where it makes sense to do so and where the use of facilities does not interfere with school operations or events. The principal may approve the use of school property, facilities, and equipment for any group provided herein adhering to the approved rental fee schedule. The use of school property, facilities and equipment shall not interfere with the educational program of the school. The principal shall be responsible for safeguarding the school property, facilities, and equipment, enforcing and informing groups of School Board rules, executing proper forms, and collecting payments.

- I. Use of School Property without Charge. The Superintendent may authorize the use of school facilities without charge, except as may be required for supervision or clean-up. School facilities may be made available to:
  - A. National youth groups (e.g., scout groups) operating under the sponsorship of a county organization provided the group is properly supervised. District use agreements may be executed with the community organization for all schools or for an individual school;
  - B. The Supervisor of Elections for voting precincts in any election provided the election does not interfere with the school's operation; and,
  - C. Any governmental or community agency when specifically approved by the School Board as being in the public interest.
  - D. Any non-profit agency which rents a facility during the hours in which the School District is operating the business systems for normal school day use and the rental does not increase the cost of operation of that building.
  
- II. Use of Facilities with a Charge. The principal may permit the use of school facilities by a civic, religious, Supplemental Education Service Provider, or other organization for non-school sponsored activities on a specific, temporary, or short-term basis. The following conditions shall apply:
  - A. The payment of the fee shall be in accordance with subsection (C) herein the rate schedule adopted by the School Board. Fees shall be paid in advance for use of facilities, equipment or furnishings to include utilities, custodial, supervisory, and other required services or damages;
  
  - ~~B. Approval by the Superintendent upon the principal's recommendations, shall be required for repetitious use for a period of more than six (6) months;~~
  
  - ~~C.~~ B. Sufficient supervision and adequate custodial service of the school facility shall be determined by the principal in conjunction with the Executive Director of Facilities; and,

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~~D.C.~~ The use of the cafeteria shall require permission from the principal. The use of school food service facilities (kitchens and or equipment) shall require permission from the Food Service Director and require that the kitchen be operated by a food service employee(s).

~~E.D.~~ Before and after school activities provided by a school district employee operating as a private business shall be required to pay, at a minimum, a fee equal to the facilities costs of providing utilities and custodial services. ~~Exceptions to this rule must be approved by Superintendent or designee.~~

### III. Additional equipment or materials:

- A. Any group bringing in additional equipment (e.g., sound systems, additional lighting) and/or material must submit items for approval at time of rental agreement.
- B. Use of additional equipment that increases utility costs may increase rental price.

### IV. Repetitive Use of Educational Facilities by a Vendor

~~Use of facilities shall not be granted for more than a period of six months except for groups listed in section I.~~

Use of facilities shall not be granted for repetitive use beyond six consecutive months unless satisfactory evidence is presented that real property has been secured for a permanent facility, or an extension has been approved by the ~~S~~superintendent of their designee.

- V. Fees. The ~~Superintendent~~ School Board will annually set fees for facility, equipment, and furniture use. Such fees will be set to recoup, at a minimum, costs associated with energy and custodial services, where applicable.

~~Payment of Required Fees. Fees as specified in subsection (3) herein shall be paid in advance for use of facilities, equipment or furnishings to include utilities, custodial, supervisory, and other required services or damages.~~

### VI. Liability and Insurance Coverage. Each organization utilizing school facilities shall:

- A. Agree to hold the School Board harmless from any liability which may accrue to the School Board as a result of use;
- B. Provide general liability insurance coverage in the amount of at least one million dollars (\$1,000,000.00) naming the School Board as an additional insured; and,
- C. Execute a form of indemnity agreement as prescribed by the Superintendent.

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- VII. Prohibited Uses of School Facilities. School property, facilities, and equipment shall not be used for the following purposes:  
~~Commercial or personal gain except as part of a school related fund raising activity approved by the principal and appropriate director;~~
- A. Programs involving any form of gambling or other illegal activity;
  - ~~A. Private teaching for personal gain, unless specifically approved in advance by the School Board; and,~~
  - B. Programs in violation of Florida Statutes or School Board rules.
- VIII. Special Provisions. The following special provisions shall apply:
- A. Restrooms shall be made available for all organizations using the school facilities;
  - B. Any community event sponsor or vendor who uses school facilities shall notify the local public health unit not less than three (3) days prior to a scheduled school carnival, fair, or other celebration involving the sale or preparation of food or beverages; and,
  - C. If a principal has a request from a group which ~~they feel~~he/she believes may be controversial, ~~they~~he/she may require this group to present a request to the appropriate Executive Director for approval/denial.
- IX. Appeals to the Superintendent. A person who feels his ~~or~~ her organization was improperly denied use of school facilities or an improper charge or fee was assessed may file a written appeal with the Superintendent for resolution.
- X. ~~The Superintendent or his/her designee will review this document~~policy will be reviewed annually in the spring of each year.
- XI. Outside Facility Use.
- A. Playgrounds. Where practical, playgrounds on the campuses of elementary schools will be open to the public during daylight, non-school hours, as long as the opening does not interfere with a school sanctioned event.
  - B. Hardcourts (Tennis and Basketball). Where practical, hardcourts at all schools will be open to the public during daylight, non-school hours, as long as the opening does not interfere with a school sanctioned event.
  - C. In all cases, the Board reserves the right to close any facility to public use following acts of vandalism or similar activity.

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**STATUTORY AUTHORITY:** 1001.42; F.S.

**LAWS IMPLEMENTED:** 106.15; ~~509.032~~; 509.232; 1001.33; 1001.43(4);  
1001.51; 1013.10, F.S.

**HISTORY:** Adopted: 08/21/01  
Revision Date(s): 12/11/07, 07/22/08, 07/24/12  
Formerly: 6.501

**NOTES:**

# Policy 9.31

**CHAPTER 9.00 - SCHOOL-COMMUNITY RELATIONS AND  
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<b>AVAILABILITY OF SCHOOL FACILITIES TO SECONDARY STUDENTS FOR MEETINGS</b>	<b>9.31*</b>
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In accordance with The Equal Access Act, the School Board authorizes school facilities to be made available to secondary students who wish to conduct meetings during non-instructional time. Non-instructional time shall be defined as the time set aside by the school in the morning before actual classroom instruction begins, or in the afternoon after actual classroom instruction ends, exclusive of the optional periods offered by the School Board. The use of school premises for these meetings may be approved by the principal in accordance with the following provisions:

- I. The meeting:
  - A. Is voluntary and student-initiated;
  - B. Does not materially and substantially interfere with the orderly conduct of educational activities within the school;
  - C. Is not directed, conducted, controlled, or regularly attended by non-school persons;
  - D. Does not require additional tax funds; and
  - E. Is not otherwise unlawful.
- II. The length of the meeting shall not extend beyond 5:00 P.M. unless extended by individual school policy.
- III. Admission fees are not charged during the course of the meeting.
- IV. Application for use of ~~elementary~~, middle, secondaryhigh, or post-secondary school premises is properly executed by the student initiating the request, utilizing forms that may be secured from the school office where use is being requested.
- V. There shall be no sponsorship of the meetings by the school, the School Board or its agents or employees. The term "sponsorship" includes the act of promoting, leading, or participating in a meeting. The assignment of a teacher, administrator, or other school employee to a meeting for custodial purposes does not constitute sponsorship of the meeting. While acting in their official capacities, eEmployees or agents of the school or School Board may be present at meetings only in a non-participatory capacity.
- VI. Use of school premises shall not be denied on the basis of the number of participants or on the basis of the content of the speech at such meetings, e.g. religious, political, philosophical; however, nothing in this Rule shall be construed to limit the authority of the school, its agents or employees, to maintain order and



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discipline on school premises, to protect the well-being of students and faculty, and to assure that attendance of students at meetings is voluntary.

- VII. Denial by the principal of the use of school premises to any student-initiated group for the purposes of conducting a meeting during non-instructional time may be appealed to the Executive Director of Secondary-Middle or High Schools, as appropriate.

**STATUTORY AUTHORITY:** 1001.41, 1001.42; F.S.

**LAWS IMPLEMENTED:** 1001.43; 1002.206, 1013.10, F.S. ~~P.L. 98-377~~, 20 U.S.C. 4071

**HISTORY:** Adopted: 08/21/01  
Revision Date(s):  
Formerly: 6.502

**NOTES:**

# Policy 9.40

**CHAPTER 9.00 – SCHOOL-COMMUNITY RELATIONS AND  
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**ADVERTISING IN SCHOOLS AND COMMERCIAL ACTIVITIES**

**9.40**

School or District name, facilities, website, or the District Email System shall not be used for oral, written, or graphical advertising or otherwise promoting the interests of any commercial, political, religious, or other non-school agency, or individual public or private organization; nor shall School Board employees or students be employed in such a manner. ~~Advertising on school buses shall be prohibited. Advertising on or in school busses may be permitted as allowed by law and with the written consent of the School Board.~~ The following are exceptions and may not be false, misleading, or deceptive, related to an illegal activity, or discriminatory behavior. Any such approval, granted for whatever cause or group, shall not be construed as an endorsement of any product, service, organization, or activity of said cause or group by the Board or Superintendent:

- I. School officials, with the Superintendent's approval, may cooperate with any governmental agency in promoting activities in the general public's interest or may cooperate in furthering the work of any non-profit not for profit community-wide social service agency; provided, that such cooperation does not restrict or interfere with the educational program of the school, that such activities promote student or School Board interests and is-are non-partisan and non-controversial;
- II. A school may use film or other educational materials which contain advertising if the educational value of the materials outweighs their commercial nature. The film or material shall be carefully evaluated by the school principal for classroom use to determine whether the film or material contains undesirable propaganda;
- III. The Superintendent may announce, or authorize to be announced, any lecture or community activity of particular educational merit;
- IV. Demonstrations of educational materials and equipment shall be permitted with the principal's approval; and,
- V. Schools may utilize athletic facilities for commercial advertising to support school programs. The principal shall maintain approval rights on the content and form of such advertising. Money collected from these commercial advertisements shall be deposited into the proper internal account.
- VI. The ~~S~~chool ~~B~~oard may permit commercial advertising on ~~school-board~~ District owned property and may enter into sponsorship agreements with commercial entities on such terms as will be beneficial to the school system. Schools and departments may recognize businesses, business partners, and other community groups providing assistance or financial support for academic/enrichment programs. These activities shall not involve any direct costs to the District. The cost center head and ~~superintendent or designee~~ must approve any facility or on-site advertising and such advertising must be in accordance with applicable municipal or county government codes and zoning laws.

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- VII. School publications, including publications such as event programs, calendars, newspapers, and yearbooks may accept and publish paid advertising with advance approval of the school principal. In no instance shall advertising or images for alcohol, tobacco, drugs, drug paraphernalia, weapons, or obscene, pornographic or illegal materials be accepted. The advertisements shall be carefully evaluated by the school principal to determine appropriateness and consistency with the educational objectives of the District.
- VIII. Nothing in this policy shall be construed as prohibiting the recognition of school/educational programs related contribution, such as instructional materials or student awards by business/corporations, nor to prohibit the use of such contributions bearing the identification of businesses which are sponsoring the contribution. However, no such awards or contributions may be made without the approval of the appropriate Executive Director.
- IX. All appropriate School Board bookkeeping procedures will be followed as to all funds collected. All said funds shall be administered and accounted for in accordance with existing laws, Florida State Board of Education Administration Rules, and School Board policies.

The School Board or Superintendent reserves the right to consider requests for advertising in the schools on a case-by-case basis.

**STATUTORY AUTHORITY:**

**1001.41(2), 1001.43(4),(5) F.S.**

**LAW(S) IMPLEMENTED:**

**4000.43, 1001.43(4),(5) F.S.**

**HISTORY:**

**ADOPTED: 08/21/01  
REVISION DATE(S):  
FORMERLY: 2.107**

**NOTES:**

# Policy 9.50

CHAPTER 9.00 - SCHOOL-COMMUNITY RELATIONS AND  
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DISTRIBUTION OF LITERATURE AND MATERIALS  
TO STUDENTS

9.50

- I. Literature or materials which originate from out-of-school sources shall be approved by the Superintendent or designee prior to district-wide distribution to students or by the principal prior to school-wide distribution.
- II. Principals will be permitted to post promotional literature about activities and events of particular interest and educational benefit to students.

**STATUTORY AUTHORITY:**

1001.42(4), F.S.

**LAW(S) IMPLEMENTED:**

~~847.012~~, 1001.43(5), 1006.08, F.S.

**HISTORY:**

ADOPTED: 08/21/01  
REVISION DATE(S):  
FORMERLY: 2.117

**NOTES:**

# Policy 9.60

**CHAPTER 9.00 - SCHOOL-COMMUNITY RELATIONS AND  
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**VISITORS**

**9.60**

The board encourages parents, as defined by Florida Statutes, and other interested citizens to visit the schools. The principal will regulate visits both within the school and on the campus for purposes of security and to ensure that visitors do not interrupt the instructional program.

- I. Any person entering the premises of a school shall report to the ~~principal or his/her supervisory designee~~ reception desk and make known the purpose of the visit. All visitors shall sign in at the reception desk and comply with all visitor management requirements throughout the duration of their visit and follow the procedures described in Policy 3.40.
- II. A student not enrolled in the school or a student not accompanied by a parent is prohibited from visiting a school unless otherwise approved by the principal.
- III. Parents are invited to visit the schools that their student(s) attends. To avoid interrupting the daily program, the parent should request a conference for after school hours or during a teacher's conference period. ~~Parents are encouraged to plan such conferences with teachers and shall sign in at the principal's office and be issued a visitor's badge at the time they arrive on the campus.~~
- IV. Any person who enters or remains upon district property without administrative approval may be found to be trespassing and, therefore, in violation of Florida Statutes and subject to arrest and penalties as defined by statutes.

**STATUTORY AUTHORITY:**

**1001.42, F.S.**

**LAW(S) IMPLEMENTED:**

**~~1000.21, 1006.07, 1006.145, F.S.~~**

**HISTORY:**

**ADOPTED: 08/21/01  
REVISION DATE(S): 01/16/07  
FORMERLY: NEW**

**NOTES:**



# Policy 9.70

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**RELATIONS WITH GOVERNMENTAL AUTHORITIES**

**9.70**

- I. The Board will consider opportunities to cooperate with local, state and federal organizations or agencies on issues such as planning for facilities, transportation, and possible joint-use projects.
- II. The Superintendent may initiate or accept proposals and request for cooperative endeavors; major final action shall be subject to Board review and approval.
- III. Community relations of a continuing nature may be temporarily approved by the Superintendent if they involve no cost to the system, and will neither disrupt the school system nor involve substantial use of facilities or personnel.
- IV. Formal agreements shall require advance Board approval. The Board shall also review and approve major cooperative agreements or arrangements between other school districts, colleges, universities, correctional schools or other educational organizations.
- V. Guidelines related to joint activities and requests for cooperation shall address costs which may be incurred, benefits which may be received, the extent of school personnel involvement, and prior agreements or arrangements with the same or similar organizations.
- VI. As it relates to new facility construction, the District may depart from the appropriate Educational Specification, at the recommendation of the Superintendent, and with the approval of the School Board, to provide amenities which:
  1. Meet the particular culture or programs reflective of the specific school community;
  2. are clearly defined in the school's instructional delivery system; and
  3. receive community and/or outside financial support.

**STATUTORY AUTHORITY:**

**1001.42, F.S.**

**LAW(S) IMPLEMENTED:** 1001.42(4)(j), (14), 1001.43(5), 1001.51, 1013.33, 1013.36, F.S.

**HISTORY:**

**ADOPTED: 08/21/01  
REVISION DATE(S): 09/16/03, 06/17/08  
FORMERLY: NEW**

**NOTES:**

# Policy 9.75

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**COMMUNITY SERVICE**

**9.75+**

- I. The Superintendent shall develop a program of community involvement to enable students to meet the community service requirement for ~~the Florida Academic Scholars award or other~~ scholarship programs created by the Florida Legislature.
- II. A community service activity shall be a service or benefit provided by the student to meet an identified need in the community. The activity should also provide a learning opportunity for the student.
- III. An activity must be
  - A. Fulfilled in a safe environment;
  - B. Conducted outside the time allotted for the instructional program on a school day; and
  - C. Approved in advance by the school principal or designee.
- IV. Community Service
  - A. ~~Students who enroll in and successfully complete 75 hours of non-paid voluntary community or school service work may earn a one-half elective credit in Voluntary School/Community Service (course number 2104330) or one-half elective credit in Voluntary Public Service (course number 0500370). A total of one credit may be earned through community service. The grade awarded is "pass" (P).~~
  - B.A. Students must complete a minimum of 75 hours of service in order to earn the one-half credit for either course. Credit may not be earned for service provided as a result of court action. The school principal or designee is responsible for pre-approving specific volunteer activities before the student begins any community service project for high school elective credit. The student shall not receive academic credit or any remuneration for the volunteer/community service work performed. The hours of volunteer/community service work must be documented in writing, and the document must be signed by the student, the student's parent or guardian, and a representative of the organization for which the student performed the work.

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~~C.B. For High School credit and Bright Futures eligibility~~ For inclusion on the high school transcript, volunteer/community service hours must be submitted to the ~~guidance counselors~~ school's registrar on or before ~~10 school days prior to the last day of student attendance for the school year~~ the student's graduation.

STATUTORY AUTHORITY:

1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED:

1001.43, 1009.534, 1009.536, F.S.

HISTORY:

ADOPTED: \_\_\_\_\_  
REVISION DATE(S): \_\_\_\_\_  
FORMERLY: NEW