



**MOBILE COUNTY PUBLIC  
SCHOOL SYSTEM  
POLICY BOOK**

**CHAPTER 9:  
PUBLIC AND  
ORGANIZATIONAL  
RELATIONS**

## **Chapter 9.00 – Public and Organizational Relations**

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## **PARENTAL/FAMILY INVOLVEMENT**

The board encourages parental and other family member involvement in all facets of the child's educational development and school life. The board urges staff to develop programs to involve parents and families when possible and to engage in ongoing communication.

### **Title I Schools**

A parents' meeting will be held at least once annually at each Title I school to discuss the program and develop a parental involvement policy for Title I schools.

Reference: Model Notification of Rights under the Protection of Pupil Rights Amendment

Reference: Model Notification of Rights under FERPA for Elementary and Secondary Schools

Reference: Model Notice and Consent/Opt-Out for Specific Activities

Reference: Model Notice for Directory Information

**Date Adopted: December 11, 2007**

## VISITORS TO THE LOCAL SCHOOL

All persons not assigned to a school shall report directly to the office when visiting in a school.

Parents or guardians who come to school in support of or pursuant to business on behalf of their child, school board employees, persons approved by the principal to come to the school for instructional purposes such as resource persons or volunteer aides, or those invited by central administration and/or the local principal shall be permitted to visit schools with the principal's permission during the time classes are in session.

All other persons must receive a letter of introduction to the local school principal from the superintendent or designee. This includes, but is not limited to, those desiring to visit a school in order to interpret, sell and/or promote products, special interests or services, and/or to promote the interest of commercial or non-school agencies or organizations of a political, partisan, controversial or sectarian nature. Based upon an investigation, the superintendent or designee may deny the request for a letter of introduction. If approved, the letter shall be presented to the local school principal. The local school principal may exercise his/her discretion in developing procedures for the scheduling of visits, thereby governing individuals visiting in the school.

The local school principal shall have the authority to prevent disruptions in the school. Any visitor visiting the campus, whether by letter of introduction or not, who disrupts or interferes with the normal activities of the school may be removed from the school by the principal or, if necessary, upon his request by a constituted law enforcement agency. The local school principal shall have the administrative discretion to anticipate a visitor's substantial and material disruption of school activities or discipline and shall have the authority to remove the visitor prior to the foreseen actual disruption.

Upon request of the superintendent, the principal shall certify whether any sales persons, persons who are advocates of employee organizations or special groups advocating special causes have been authorized to visit in the local school and permitted to utilize any instructional time, including faculty or in-service meeting time.

In recognition of the importance of time in news reporting, the principal or his designee shall respond immediately to media requests for school visitation or information, so long as the control of the school remains under the supervision of the principal.

The Mobile County Public School System shall also comply with all laws (and amendments thereto) concerning adult sex offenders.

Legal Reference: Ala. Code§ 15-20A-17 (as amended by Act 2014-421)

**Date Adopted: December 11, 2007**

**Date Amended: October 27, 2015**

### **INTERVIEWS WITH STUDENTS**

Interviews with students, teachers, and other local school employees on school campuses sponsored and conducted by the mass media shall have the approval of the principal or such other person as may be responsible for the school at that time by virtue of any other provisions of these policies.

Interviews held with students on school campuses or when a student is under the supervision of the school at off-campus activities sponsored by the school shall be observed by the student's parent or guardian or by a professional member of the local school staff except as otherwise approved by the principal, with the prior approval of the parent or guardian.

### **ADULT SEX OFFENDERS**

Adult sex offenders who have been convicted of a sex offense must:

- a. Notify the principal of the school or his designee before entering school property or attending the Pre K-12 school activity;
- b. Immediately report to the principal of the school or his designee upon entering the property or arriving at the Pre K-12 school activity; and
- c. Cooperate with any efforts undertaken by the principal of the school or his designee to discreetly monitor their presence on school property or at the Pre K-12 school activity.

For the purpose of this subsection, a Pre K-12 school activity is an activity sponsored by a school in which students in grades Pre K-12 are the primary intended participants or for whom students in grades Pre K-12 are the primary intended audience including, but not limited to, school instructional time, after school care, after school tutoring, athletic events, field trips, school plays or assemblies.

Adult sex offenders have a duty to comply with this policy, and it shall not be construed as imposing an affirmative duty of any kind on the school principal, his designee, or any other employee, agent, or representative of the school or school system.

The Superintendent may develop procedures regarding this policy.

**Legal Reference: Alabama Code §15-20A-17**

**Date Adopted: April 26, 2017**

**GENERAL GOVERNMENT RELATIONS**

The board will cultivate cooperative working relationships with local, county, state and federal governmental bodies which impact public education.

**Date Adopted: December 11, 2007**

## NEWS MEDIA RELATIONS

The news media is a vital means of maintaining communication with the general public. The board shall endeavor to utilize mass media in an effort to keep the public informed about the schools. The Office of Communication shall serve as the primary contact for assisting media representatives in securing information and in dissemination of the news. The Office of Communication shall be authorized to seek out, identify, and analyze new developments associated with the school system as a basis for writing feature stories for consideration by mass media representatives.

The Office of Communication shall alert mass media representatives in writing of factual errors in reports made to the public which deal with public education through furnishing correct information on subjects treated.

In the interest of maintaining time-on-task at the local schools, news media representatives are requested to contact the Office of Communication prior to going to a school.



## MILITARY RECRUITERS

Reference: Ala. Code § 16-1-25 (on campus recruiting).

Reference: USDE Oct. 9, 2002, letter (access to students/records).

**Legal Reference:** U.S.C. 7908, Section 9528 as amended by P.L. 107-110 and P.L. 107-107 (National Defense Authorization Act for Fiscal Year 2002), Section 54.

**Date Adopted:** December 11, 2007