

Adopted: 01-26-12

MSBA/MASA Model Policy 903

Orig. 1995

Revised: \_\_\_\_\_

Rev. 2002

## **903 VISITORS TO EDUCATION DISTRICT BUILDINGS AND SITES**

### **I. PURPOSE**

The purpose of this policy is to inform the education district community and the general public of the position of the education district board on visitors to education district buildings and other education district property.

### **II. GENERAL STATEMENT OF POLICY**

- A. The education district board encourages interest on the part of parents and community members in education district programs and student activities. The education district board welcomes visits to education district buildings and education district property by parents and community members provided the visits are consistent with the health, education and safety of students and employees and are conducted within the procedures and requirements established by the education district.
- B. The education district board reaffirms its position on the importance of maintaining a school environment that is safe for students and employees and free of activity that may be disruptive to the student learning process or employee working environment.

### **III. RESPONSIBILITY**

- A. The education district administration shall present recommended visitor procedures and requirements to the education district board for review and approval. The procedures shall be communicated to the education district community and the general public. Upon approval by the education district board, such procedures and requirements shall be policy.
- B. It shall be the responsibility of the Education District Director to provide coordination that may be needed throughout the process and provide for periodic education district board review and approval of the procedures.

### **IV. VISITOR LIMITATIONS**

- A. An individual or group may be denied permission to visit a school or education district property or such permission may be revoked if the visitor(s) does not comply with the education district procedures and regulations or if the visit is not in the best interest of students, employees or the education district.

- B. Visitors are authorized to park vehicles on education district property at times and in locations specified in the approved visitor procedures and requirements which are an addendum to this policy or as otherwise specifically authorized by education district officials. When unauthorized vehicles of visitors are parked on education district property, education district officials may:
1. move the vehicle or require the driver or other person in charge of the vehicle to move it off education district property; or
  2. if unattended, provide for the removal of the vehicle, at the expense of the owner or operator, to the nearest convenient garage or other place of safety off of education district property.
- C. An individual or group who enters education district property without complying with the procedures and requirements may be guilty of criminal trespass and thus subject to criminal penalty. Such persons may be detained by the education district administration or a person designated by the education district administration in a reasonable manner for a reasonable period of time pending the arrival of a police officer.

***Legal References:*** Minn. Stat. § 123B.02 (General Powers of Independent School Districts)  
Minn. Stat. § 128C.08 (Assaulting a Sports Official Prohibited)  
Minn. Stat. § 609.605, Subd. 4 (Trespasses on School Property)

***Cross References:***