

**Community Relations**

**RELATIONS BETWEEN PUBLIC AND SCHOOL PERSONNEL**

- a. The Governing Board recognizes that teachers and other employees of the district have dual roles in their relations with the public which complicate decision-making from time to time. Teachers, for example, may have to decide between their responsibilities as professionals employed by the district or as members of the community when questions arise concerning goals or operations of the schools.
- b. The board believes that the Constitutional rights of teachers and other employees must be protected, including the right of free speech. The Board also believes that the schools, teachers and other employees, the administration and the Board should not be subject to unfair, unwarranted or malicious attack, either from members of the public or from members of the staff.
- c. To help achieve these two goals the Board has developed procedures for the handling of differences of opinion between the Board and the public, between the Board and the staff (employee grievance procedures), and between the public and the district employees.

In implementing complaint and grievance procedures, the Board will:

1. protect and guarantee each employee's constitutional rights.
2. assist employees as needed in distinguishing between their professional employee responsibilities and their lay citizen ones.
3. handle differences of opinion and complaints in a manner which is fair, reasonably quick, and which can be expected to resolve the dispute.
4. provide for channels of communication within the school system to enable employees and the public to have ready access to the policies, regulations, bylaws and actions of the Board.

**Soliciting Funds From and by School Personnel for Non-School Use**

Because fund-raising drives divert time, energy and attention of the staff from their educational tasks, the Board will normally sanction only one such major drive per year. Unless the Board acts otherwise, the one drive will be participation in the annual United Way campaign.

Every precaution shall be taken to ensure the voluntary nature of any authorized solicitation. No distinction between contributors and non-contributors shall be made. This shall not prohibit dissemination of authorized promotional literature, but shall prohibit use of buttons, tags, or other display devices intended to designate contributors publicly.

Any authorized solicitation shall be scheduled and conducted in such a manner as to avoid interruption of regular school activities.

There shall be no solicitation of teachers on personal matters on the school premises by a salesman or agents. All persons who enter the school buildings while school is in session for either of these purposes are to be asked by the principal to schedule their visits during non-class time.

### **Distribution of Materials to School/Personnel**

- a. No staff member shall communicate or distribute, or permit another person to communicate or distribute, to any school any notice relating to other than school matters without first obtaining the Superintendent's permission, or principal's permission if restricted to one campus.
- b. Unless authorized, the staff member shall not permit the subscription or collection of money on school premises, or allow any article to be exhibited thereon for the purpose of sale or otherwise, or permit any person to enter the school for the purpose of commercially photographing students, securing the names of students, or transacting any private business.

### **Complaints Concerning the Schools**

Constructive criticism of the schools is welcome when it is motivated by a sincere desire to improve the quality of the educational program and to assist the schools of the district to perform their tasks more effectively.

When a complaint is made directly to the Board as a whole or to an individual Board member it shall normally be referred to the administration for study and possible solutions.

*Legal Reference:*

EDUCATION CODE

118111 Exclusion of books by govern board

35146 Closed sessions

35203 Duty of district attorney to defend certain cases

35204 Contract with attorney in private practice

35160.5(a)(3) Requirements of school district policies: parental complaints re employees

44811 Upgrading, insulting, and abusing teachers

44932-44949 Resignation, dismissal and leaves of absence (rights of employee; procedures to follow)

51520 Solicitations

60040-60047 content requirements for instructional materials

60400 Adoption by district board; requirements (textbooks)

GOVERNMENT CODE

950 et seq. Actions against public employees

54957 et seq. Closed sessions

56500 et seq. Procedural safeguards; special education programs

CODE OF REGULATIONS, TITLE 5

3950-3953 Complaint procedures; categorical aid programs

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Reviewed: 11/15/94

**WEST SONOMA COUNTY UHSD**

Sebastopol, California