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BOARD AGENDA ITEM

ITEM NO: 4.2

BOARD MEETING DATE: Tuesday, November 10, 2026

UNFINISHED BUSINESS: Approval of Revisions to Policy KI, *Visitors in Schools* (second reading)

SUBMITTED BY: Denise Bartlett, Superintendent

PRESENTED BY: Denise Bartlett, Superintendent

The proposed revisions to Policy KI, *Visitors to Schools*, clarify the District's procedures and expectations for visitors to school campuses, with an emphasis on maintaining a safe and secure learning environment, protecting student privacy, and minimizing disruptions to instruction.

The Regulation, KI-R, has been eliminated, and all language from the regulation has been included in the policy.

After the first reading of this policy on October 27, 2026, there were a few recommended revisions:

- Added the phrase, “but not limited to” into the procedures so that procedures that may not be listed may be included.
- Removed language from the paragraph regarding protecting student privacy to increase readability.

The revisions from the first reading included the following changes:

- **Visitor Procedures and Campus Security:** Clarifies the Superintendent's authority to establish visitor procedures, including sign-in requirements, identification badges, limits on visitors, and designated visitation times. Reinforces restrictions on weapons, alcohol, drugs, and tobacco on District property.

- **Classroom Visits and Observations:** Establishes procedures for parents and prospective parents to visit classrooms, including advance scheduling, principal approval and supervision, and a 15-minute limit on classroom observations. Clarifies the circumstances under which visits may be restricted to protect student and staff safety and well-being.
- **Student Privacy:** Adds language prohibiting unauthorized photography, video recording, and audio recording of students, staff, or classroom activities during school visits.
- **Private Service Providers:** Establishes restrictions on campus visits by outside agencies and privately employed service providers unless invited by school personnel, with exceptions for law enforcement and Child Protective Services personnel.
- **Visitor Compliance:** Clarifies the consequences for individuals who fail to follow District visitor procedures, including removal from school property, restrictions on future visits, and potential legal consequences.

The proposed revisions provide clearer expectations and consistent procedures for managing visitors across District campuses. They balance opportunities for parent involvement and school visits with the District's responsibility to protect student privacy, maintain campus security, and minimize disruptions to teaching and learning.

RECOMMENDED MOTION: I move that the governing board approve revisions to Policy KI, *Visitors in Schools*, as presented.