Agenda Item No.: J.5

MARANA
UNIFIED SCHOOL DISTRICT

Governing Board Agenda Item

Meeting Date:	November 12, 2026
From:	Kristin Reidy, Assistant Superintendent
Subject:	Policy Revisions
Priority:	To plan for future needs in a proactive, accountable manner

Consent [] Action [X] Discussion []

Background:

The following policies are being revised based on the recommendation of the Arizona School Boards Association. The changes are a result of alignment to current practices, legal reference updates, and alignment with statutory language.

ECAC, ECAC- R - Vandalism and Reporting Suspected Crimes
Language from Regulation GBEB-R (Staff Conduct) regarding employee reporting duties for observed weapons, firearms, drug-free school zone, and related safety incidents was incorporated into Policy ECAC and Regulation ECAC-R to better align those provisions with the District's school safety and crime-reporting content in Section E. The added policy language addresses the specific immediate reporting duties imposed by law when school personnel observe violations involving weapons, a minor in possession of a firearm, or drug-free school zone offenses. The added regulation language provides the administrative process for documenting, routing, and escalating those reports. Transferring these provisions to ECAC/ECAC-R improves organization, aligns the language with the District's school safety reporting framework, and separates these legal reporting duties from the more general employee-conduct provisions formerly housed in GBEB-R.

JFB - Open Enrollment
This revision reflects the removal of the requirement for families to apply for open enrollment when transitioning to the next school in a feeder pattern. It also clarifies that families may apply for open enrollment at multiple schools, but may only enroll at one school per year.

JJAB - Limited Open / Closed Forum
This revision reflects the requirements of Chapter 4, HB 2312, establishing A.R.S. 15- 120.08. The policy now provides that a public school may not deny a patriotic youth group equal access or a fair opportunity to meet in a designated open forum or limited public forum, or otherwise

discriminate against the group based on its membership or leadership requirements or its oath of allegiance to God and country. The policy also incorporates the statutory procedures governing requests by patriotic youth groups to address students during the first quarter of the school year and the distribution of materials provided by those groups.

KFA - Public Conduct on School Property
This policy has been comprehensively updated as part of ASBA's continuing review of the model policy manual. The revisions improve the organization and alignment of the policy with Arizona law governing public conduct on school property.

KI, KI-R, KI-E - Visitors In Schools
Policy KI has been revised to incorporate relevant provisions of Regulation KI-R and consolidate visitor requirements in one policy. The revised policy clarifies school and classroom visit procedures, including principal approval, advance arrangements for classroom visits, and the requirement that visitors report to the school office upon arrival. The policy also identifies restrictions applicable to visitors, including prohibitions involving alcohol, weapons, drugs, and tobacco or tobacco products on District property, and clarifies consequences for failure to comply with District requirements or lawful directions.

Regulation KI-R has been incorporated into Policy KI under the headings Visitor Procedures and Compliance. Accordingly, Regulation KI-R has been removed from the model manual.

Exhibit KI-E has been revised to provide a more complete request and approval form for school and classroom visits, tours, and observations. The exhibit adds visitor contact and scheduling information, identifies the type of request, and incorporates acknowledgment of principal approval, school office check-in, and compliance with District visitor requirements.

Recommended Motion:

I move that the Governing Board approve the revisions to Policy ECAC, Vandalism and Reporting Suspected Crimes, Policy JFB, Open Enrollment, Policy JJAB, Limited Open/Closed Forum, Policy KFA, Public Conduct on School Property, and Policy KI, Visitors in Schools.

Approved for transmittal to the Governing Board: 
Dr. Daniel Streeter, Superintendent

Questions should be directed to: Kristin Reidy, Assistant Superintendent
Phone: (520) 682-4757

ECAC ©

VANDALISM AND REPORTING

SUSPECTED CRIMES

Vandalism

The Superintendent is authorized to sign a criminal complaint and to press charges against perpetrators of vandalism against school property.

Students who destroy school property through vandalism or arson, or who create a hazard to the safety of other people on school property, may be referred to law enforcement authorities. Such students who are caught vandalizing school property shall be subject to disciplinary action, including but not limited to suspension and expulsion. A conference with the student's parents will be required.

Parents and students shall be made aware that the law provides that parents are liable for the willful destruction of property by a minor in their custody or control.

The District may file suit to recover the cost of vandalism from the student and/or parent(s).

Reporting Suspected Crimes or Incidents

Staff members are to report any suspected crime against a person or property that is a serious offense, involves a deadly weapon or dangerous instrument or ~~that could pose a threat of death or~~ serious physical injury, and any conduct that poses a threat of death or serious physical injury to employees, students or others on school property.

All such reports shall be documented and communicated to the principal or other school administrator in accordance with District procedures. The administrator shall ensure the matter is promptly reported to the Superintendent who shall be responsible for reporting to local law enforcement~~.~~ as required by Governing Board policy and law.

"Serious offense" is defined in A.R.S. 13-706; "deadly weapon," "dangerous instrument," and "serious physical injury" are defined in A.R.S. 13-105. Conduct that is considered to be

bullying, harassment or intimidation shall be addressed according to Policy JICK as required in A.R.S. 15-341(A)(36).

~~Subject to the conditions provided under~~ Observed Weapons and Drug-Free School Zone Violations

In addition to the reporting requirements above, and as required by law, any school employee who observes 1) a violation of A.R.S. ~~8-303~~13-3102~~, the school district or charter school is~~ ~~to~~ (A)(12) (possession of a deadly weapon on school grounds) or 2) A.R.S. 13-3111 (minor in possession of a firearm) shall immediately report the violation to a school administrator, and the administrator shall immediately report the violation to a peace officer, as required by A.R.S. 15-515.

Any school employee who observes a violation of A.R.S. 13-3411 (drug-free school zone violations) shall immediately report the violation to a school administrator, and the administrator shall immediately report the violation to a peace officer; failure to report as required is unlawful.

Subject to the requirements of federal law, the school district or charter school shall notify the parent or guardian of each student who is involved in a suspected crime or any conduct that is described above~~, subject to the requirements of federal law~~.

~~The District shall post the policies and procedures pertaining to "Reporting Suspected Crimes or Incidents," as developed by the Department of Education, on the District's website to verify that the District has adopted the required policies and procedures.~~

If a peace officer takes a juvenile into temporary custody pursuant to A.R.S. 8-303 on school property, an employee of the school, after consultation with the investigating law enforcement agency to ensure notification would not pose a risk to the juvenile or the investigation, shall immediately notify the juvenile's parents, guardian or custodian of the juvenile's custody. If the juvenile is a ward of the state, the school employee shall notify the Department of Child Safety.

The District shall post the reporting policies and procedures prescribed by A.R.S. 15-153 on the District's website.

If the District maintains an online Manual of policies and procedures, the District may post a link to that manual with a reference to the appropriate policies and procedures.

A person who violates the reporting requirements may be disciplined for violating the policies of the School District Governing Board pursuant to A.R.S. 15-341 and notwithstanding A.R.S. 15-341, may be subject to dismissal. ~~The District shall maintain a record of~~ Each school district governing board shall prescribe and enforce policies and procedures that require the School District to maintain a record on any person who is disciplined pursuant to this policy and, on request, shall make that record available to any public school, school district governing board or charter school governing body that is considering hiring that person.

Adopted: ~~Thursday, February 5, 2026~~ November 12, 1026

LEGAL REF.:
A.R.S.
~~12-661~~8-303
~~15-842~~12-661
13-105
13-706
13-3102
13-3111
13-3411
15-153
15-341
15-515
15-842

ECAC-R ©

REGULATION

VANDALISM AND REPORTING SUSPECTED CRIMES

Vandalism Reporting

The principal will establish a system through which students and members of the school community can report any instance of vandalism or suspected vandalism. Each employee of the District shall report to the principal or other administrator every perceived incident of vandalism and, if known, the names of those ~~responsible~~ involved.

Suspected Crimes or Incidents Reporting:

A. Any employee who becomes aware of conduct described in Policy ECAC shall document and report the matter to the principal or other school administrator in accordance with District procedures.

B. The administrator shall ensure the matter is promptly reported to the Superintendent and report to local law enforcement as required by Governing Board policy and law.

C. The administrator shall ensure any required immediate reporting to a peace officer occurs without delay when applicable.

D. Any school employee who observes a violation of A.R.S. 13-3102(A)(12) or A.R.S. 13-3111 on school premises shall immediately report the violation to a school administrator. The administrator shall immediately report the violation to a peace officer.

E. Any school employee who observes a violation of A.R.S. 13-3411 shall immediately report the violation to a school administrator. The administrator shall immediately report the violation to a peace officer.

JFB
OPEN ENROLLMENT

The District has an open-enrollment program as set forth in A.R.S. 15-816 and A.R.S. 15-816.01 *et seq*. The open enrollment program described in this policy shall be accessible from the District website and made available to the public on request.

District resident pupils may enroll in another school district or in another school within this District. Resident transfer pupils and nonresident pupils may enroll in schools within this District, subject to the procedures that follow.

No tuition shall be charged for open enrollment, except as authorized by applicable provisions of A.R.S. 15-764, 15-797, 15-823, 15-824, and 15-825.

This policy must be easily accessible from the home page on each school's website and be available in English and in Spanish or in any other language used by a majority of the populations served by the school or School District.

Resident Pupils and Continuing Open Enrollment Pupils

The District shall enroll at any time any resident pupil who applies for enrollment to the school that serves the attendance area in which the pupil resides and shall reserve capacity for all resident pupils.

The District shall reserve capacity for all continuing open-enrollment pupils so long as the open enrollment pupil is remaining in the same school, subject to the terms of this policy ~~Beginning for the 2027-2028 school year, a new open-enrollment application must be submitted each time a student seeks to enroll in a school in which the student is not currently enrolled. For example, a new application must be completed when a pupil moves from elementary school to middle school.~~

The District may deny enrollment in a subsequent school year to a continuing open-enrollment pupil if it is determined that the pupil requires participation in a specialized program for which there is no excess capacity.

Capacity

The District shall update on each school's website the school's capacity and whether the school is currently accepting open enrollment students, by grade level, at least once every twelve (12) weeks unless there are no changes to report for the individual school.

If a school has any other separate capacity by specialized program, the information required pursuant to 15-816.01 shall also be posted on the school's website by specialized program.

The Superintendent shall annually estimate how much excess capacity may exist to accept resident transfer and open-enrollment pupils. The estimate of excess capacity shall be made for each school and grade level and shall take into consideration:

A. District resident pupils in assigned school attendance areas, including those issued certificates of educational convenience and those required to be admitted by statute.

B. Resident transfer pupils who were enrolled in the school the previous year.

C. Nonresident pupils who were enrolled in the school the previous year.

The Governing Board shall make the final determination of excess capacity and may require resident transfer pupils and/or nonresident pupils to be subject to the enrollment priorities and procedures found below if insufficient capacity exists for all returning pupils after resident pupils are enrolled. The excess-capacity estimates shall be made available to the public beginning in September of each year for the following school year.

Schools shall accept pupils throughout the school year as capacity allows. Pupils who are denied access due to capacity shall be informed that they are on a wait list and of the details regarding the process prescribed in A.R.S. 15-816.01(E).

Pupils shall be selected from the wait list and from on-going open enrollment applications as seats become available.

Information and Application

The Superintendent shall prepare a written information packet concerning the District's application process, standards for acceptance or rejection, and policies, regulations, and procedures for open enrollment. The packet will be made available to everyone who requests it.

The information packet shall include the enrollment application form and shall advise applicants that they must submit enrollment applications between December 1 and January 15 in order to be considered in Group A for priority enrollment. Once accepted for open enrollment, an open enrollment application is not required to be completed each year that the pupil remains in the same school or a school at the next level in the same feeder pattern. An open enrollment application is required if the pupil seeks to enroll in another District school, ~~including a school that is in the same feeder pattern as the school that the pupil is attending at the time the application is submitted~~. Students may apply for open enrollment at multiple schools, but may only enroll at one school per year.

Open Enrollment Application and Selection Process

If the Governing Board has determined that there is excess capacity to enroll additional pupils, such pupils shall be selected on the basis of designated priority categories from the pool of pupils who have properly completed and submitted applications and who meet admission standards.

All students who submit a complete and accurate application for open enrollment between December 1 and January 15 of the school year preceding the year for which the student seeks enrollment will be placed in Group A. Students who apply after January 15 will be placed in Group B.

Enrollment decisions will be made beginning on January 16 and continuing thereafter. The District will give preference to all students in Group A before enrolling students from Group B.

Within each group, the District will give enrollment preference to:

A. Resident transfer pupils who were enrolled in the school the previous year. If capacity is not sufficient to enroll all of these pupils, they shall be selected based on the date the completed open enrollment application was submitted.

B. Continuing open enrollment students. If capacity is not sufficient to enroll all of these students, they shall be selected based on the date the completed open enrollment application was submitted.

C. Pupils who are children of employees at the school.

D. Any sibling who would be enrolled in the same school concurrently with pupils identified in A or B above.

E. Students who are applying to attend a school that is in the feeder pattern of the pupil's school of enrollment.

F. Resident transfer pupils who were not enrolled in the school the previous year.

If capacity is not sufficient to enroll all of the pupils within any of these categories, applicants shall be selected based on the date the completed open enrollment application was submitted. If the school has excess capacity after all pupils with enrollment priorities as set forth above are admitted, pupils shall be admitted based on the date a complete and accurate application for open enrollment was submitted for the student, except that preference shall be given to the siblings of a pupil selected.

If a school remains open as part of a boundary change and capacity is available, students assigned to a new attendance area may stay enrolled in their current school.

Except as provided in A.R.S. 15-816.01, no school will limit admission based on any of the following:

A. Ethnicity or race.

B. National origin.

C. Sex.

D. Income level.

E. Disability.

F. Proficiency in the English language.

G. Athletic ability.

Definitions

Resident pupil means a student who resides within the District and is seeking enrollment in the school that serves the attendance area in which the pupil resides.

Resident transfer pupil means a resident pupil who is enrolled in or seeking enrollment in a school that is within the School District - but outside the attendance area - of the pupil's residence.

Nonresident pupil means a pupil who resides in this state and who is seeking enrollment in a school district other than the school district in which the pupil resides.

Continuing open enrollment pupil means a pupil who is remaining in the same school for the next school year.

Admission Standards

The District may refuse to admit any pupil who has been expelled from another educational institution or who is in the process of being expelled from another educational institution regardless of whether or not such pupil is a member of any priority category described herein.

The District may refuse to admit or may revoke open enrollment of any pupil whose open enrollment application contains inaccurate or incomplete information.

Notification

The District shall notify members of Group A in writing by February 15 as to whether the applicant has been accepted, placed on a waiting list pending the availability of capacity, or rejected. Members of Group B will be notified of admission decisions on a rolling basis. The District shall also notify the resident school district of an applicant's acceptance or placement on a waiting list. If the applicant is placed on a waiting list, the notification shall inform the emancipated pupil, parent, or legal guardian of the date when it will be determined whether there is capacity for additional enrollment in a school. If the pupil's application is rejected, the reason for the rejection shall be stated in the notification.

Students accepted need to enroll within thirty (30) days or their acceptance will be forfeited, and they will need to re-apply.

As provided by A.R.S. 15-816.07, the District and its employees are immune from civil liability for decisions relative to the acceptance or rejection of the enrollment of a nonresident student when the decisions are based on good faith application of this policy and the applicable statutory requirements and standards.

Transportation of Students Admitted Through Open Enrollment

A resident transfer student is eligible for District transportation on routes within the attendance boundaries of the school to which the student has been accepted for open enrollment transfer. It is the responsibility of the parents or guardians of the resident transfer student to have the student at a designated pickup point within the receiving school's transportation area.

Nonresident open enrollment students are eligible for District transportation from a designated pickup point on a bus route serving the attendance area of the school to which the student has been admitted, or as may be otherwise determined by the District.

The District *may* provide transportation for open enrollment nonresident students who meet the economic eligibility requirements established under the national school lunch and child nutrition acts for free or reduced-price lunches so long as the transportation is not more than thirty (30) miles to and from the school of attendance, or to and from a pickup point on a regular District transportation route, or for the total miles traveled each day to an adjacent district.

The District *shall* provide transportation for nonresident transfer students with disabilities whose individualized education program (IEP) specifies that transportation is necessary for fulfillment of the program so long as the transportation is not more than thirty (30) miles to and from the school of attendance, or to and from a pickup point on a regular District transportation route, or for the total miles traveled each day to an adjacent district.

Adopted: ~~November 13, 2025~~ November 12, 2026

JJAB ©

LIMITED OPEN / CLOSED FORUM

Student meetings may be held in the school(s) of the District that offer instruction in grades seven (7) and eight (8) or above under a "limited open forum" if requested by a pupil in grade seven (7) or above. Furthermore, insofar as the District has a procedure defined as a "limited open forum" under the provisions of Title VIII, the Equal Access Act, Section 801 *et seq*., the District school(s) shall offer to students a fair opportunity to conduct meetings using school facilities whereupon:

A. Such meetings are voluntary and student initiated.

B. There is no sponsorship of such meetings by the District, District employees or governmental entities, or employees of governmental entities.

C. District employees present at religious meetings will be present only in a nonparticipatory capacity.

D. Such meetings shall not materially and substantially interfere with the orderly conduct of the educational activities of the District.

E. Nonschool persons shall not be permitted to direct, conduct, control, or regularly attend such student group meetings.

Patriotic Youth Group

A public school may not deny a patriotic youth group equal access or a fair opportunity to meet in a designated open forum or limited public forum, or otherwise discriminate against the group, including on the basis of its membership or leadership requirements or its oath of allegiance to God and country. For purposes of this policy, the term *patriotic youth group* has the meaning prescribed in A.R.S. 15-120.08.

Any patriotic youth group representative who seeks to address students must, during the first two (2) weeks of the school year, submit a verbal or written request to the principal. The principal may provide a verbal or written approval with an assigned date and time for the presentation. Pursuant to A.R.S. 15-120.08(A) the presentation will be scheduled during the first quarter of the academic school year and

may be scheduled during regular school hours. Subject to the conditions provided in 15-120.08(B), the principal may accept materials from the patriotic youth group for distribution to students.

Neither the District, any employee or agent of the District, nor of any state or federal governmental entity shall be permitted to:

A. Influence the form or content of any prayer or other religious activity connected with student meetings.

B. Require any person to participate in prayer or other religious activity.

C. Expend public funds beyond the incidental cost of providing the space for such student-initiated meetings.

D. Compel any employee of the District to attend a school meeting that is contrary to the beliefs of the employee.

E. Sanction meetings that are otherwise unlawful.

F. Limit the rights of groups of students to avail themselves under the provisions of this policy to a specified numerical size.

G. Abridge either Arizona or U.S. constitutional rights of any employee, official, or student of the District.

Nothing in this policy shall be construed to limit the authority of the school or its agents or employees to maintain order and discipline on school premises, to protect the well-being of students and employees, and to assure that attendance of students at such meetings is voluntary.

Adopted: ~~date of Manual adoption~~ November 12, 2026

LEGAL REF.:
A.R.S.
15-~~720~~120.08
15-720

20 U.S.C. 4071 *et seq*., Equal Access Act, (Section 801)

20 U.S.C. 7905

CROSS REF.:

KF - Community Use of School Facilities

KFA ©

PUBLIC CONDUCT ON SCHOOL PROPERTY

No person shall engage in conduct that may cause interference with or disruption of an educational institution. Interference with or disruption of an educational institution includes any act that might reasonably lead to the evacuation or closure of any property of the educational institution or the postponement, cancellation or suspension of any class or other school activity. For the purposes of this policy, an actual evacuation, closure, postponement, cancellation or suspension is not required for the act to be considered interference or disruption.

Interference or Disruption

A person commits interference with or disruption of an educational institution by doing any of the following:

A. Intentionally, knowingly or recklessly interfering with or ~~disruption of~~ disrupting the normal operations of an educational institution by either:

1. Threatening to cause physical injury to any employee or student of an educational institution or any person on the property of an educational institution.

2.Threatening to cause damage to ~~the~~ District~~, the~~ property ~~of the District~~, or the property of any ~~person attending the~~ District employee or student.

B. Intentionally or knowingly entering or remaining on the property of an educational institution for the purpose of interfering with ~~or denying~~ the lawful use of the property or in any manner that denies or interferes with the lawful use of the property to by others.

C. Intentionally or knowingly refusing to obey a lawful order given by the Superintendent or a person designated to maintain order.

The ~~above~~ threats identified ~~acts~~ in item A above need not be directed at a specific individual, the District, or specific property of the District to constitute a violation of this policy and Arizona law.

Restitution

Restitution for any financial loss caused by a violation of the policy may be required. Furthermore, an individual who interferes with or disrupts an educational institution is subject to misdemeanor or felony charges as provided in A.R.S. 13-2911.

~~A person may also interfere with or disrupt the District function by committing any of the following:~~

~~A. Any conduct intended to obstruct, disrupt, or interfere with teaching, research, service, administrative, or disciplinary functions or any activity sponsored or approved by the Board.~~

~~B. Physical or verbal abuse or threat of harm to any person on property owned or controlled by the District or at supervised functions sponsored by the District.~~

~~C. Forceful or unauthorized entry to or occupation of District facilities, including both buildings and grounds.~~

~~D. Illicit use, possession, distribution, or sale of tobacco, alcohol, or drugs, other controlled substances, or other illegal contraband on District property or at school-sponsored functions.~~

~~E. Use of speech or language that is offensive or inappropriate to the limited forum of the public school educational environment.~~

~~F. Failure to comply with the lawful directions of District officials or of District security officers or other law enforcement officers acting in performance of their duties, and failure to identify oneself to such officials or officers when lawfully requested to do so.~~

~~G. Knowing violation of a District rule and regulation. Proof that an alleged violator has a reasonable opportunity to become aware of such rules and regulations shall be sufficient proof that the violation was done knowingly.~~

~~H. Any conduct constituting an infraction of any federal, state, or city law or policy or regulation of the Board.~~

~~I. Carrying or possessing a weapon on school grounds unless the individual is a peace officer or has obtained specific authorization from the appropriate school administrator.~~

~~**Additional Requirements**~~
~~**of the General Public**~~

~~**The definition of *general public* is anyone who does not come under the definition of**~~ **Additional Requirements**
of the General Public

For purposes of this policy, *general public* means any person who is not a District student, faculty member, staff member, or employee.

A. No person shall visit or audit a classroom or other school activity, nor shall any person come upon or remain upon school premises, without approval by the principal or the principal's authorized representative. Nor shall any person conduct or attempt to conduct any activity on school premises without prior approval by the Superintendent or the Superintendent's authorized representative.

B. ~~Any member of the general public considered by the Superintendent, or a person authorized by the Superintendent, to be in violation of these rules shall be instructed to leave the property of the District. Failure to obey the instruction may subject the person to criminal proceedings pursuant to A.R.S.~~ Persons attending special functions shall confine themselves to the specific part of the facility assigned in the permit.

C. Persons who engage in disorderly conduct pursuant to A.R.S. 13-~~2911~~2904 ~~and to any other applicable civil or criminal proceedings, or to tribal ordinance~~ may be subject to removal and exclusion from the facility.

~~C~~D. ~~Persons attending special functions shall confine themselves to the specific part of the facility assigned in the permit~~ No person shall possess a deadly weapon on school grounds except as authorized by law.

~~D~~E. ~~Persons who~~ No person shall possess or engage in ~~disorderly conduct of any kind may be subject to removal and exclusion from the facility~~ the use of marijuana on District property, at a District event, or in a District vehicle.

~~E. The use of facilities shall be granted only for legitimate purposes. Therefore, the permit holder shall assume full responsibility for any unlawful act committed during the exercise of the permit.~~

~~F. No person shall possess or engage in the use of medical marijuana on District property, at a District event, or in a District vehicle~~ If the Superintendent, or a person authorized by the Superintendent, has reasonable grounds to believe that any member of the general public is in violation of these rules, the member of the general public shall be instructed to leave the property of the District. Failure to obey the instruction may subject the person to criminal proceedings pursuant to A.R.S. 13-2911 and to any other applicable civil or criminal proceedings.

Adopted: ~~date of Manual adoption~~ November 12, 2026

LEGAL REF.:

A.R.S.

13-~~2905~~2904

13-~~2911~~2905

13-~~3102~~2911

~~15-341~~13-3102

15-~~507~~108

~~36-2801~~15-341

15-507

36-2801 *et seq*.

36-2802

36-2851

CROSS REF.:

GBEBGBEA - Staff Conduct

GCQF - Discipline, Suspension, and Dismissal of Professional Staff Members– Ethics and Code of Conduct

GDQDGCQF - Discipline, Suspension, and Dismissal of Support Staff Members

JIC - Student Conduct

JK - Student Discipline

KI - Visitors to Schools

KI ©

VISITORS TO SCHOOLS

The Superintendent ~~shall~~ will establish school-visit procedures for the control of persons other than current school personnel or students who enter District premises. ~~Such~~ These procedures ~~shall permit full use of all legal means to ensure that students, employees, and District property are properly safeguarded. No person, other than one who is a peace officer or one who has obtained specific authorization from the appropriate school administrator, shall carry or possess a weapon on school grounds.~~

~~No visit, tour or observation shall be permitted if it threatens the health and safety of the pupils and staff.~~

~~**Parent and Prospective**~~
~~**Parent Visitors**~~

~~The Superintendent shall develop procedures to allow for visits, tours and observations of all classrooms by parents of enrolled pupils and parents who wish to enroll their children in the School District. See Regulation KI-R~~ may include sign-in protocols, name tags, limits on the number of visitors, and/or allowable visiting dates and times.

Visitors must follow all legal and District requirements including, but not limited to, restrictions against bringing alcohol, weapons, or drugs onto District property or using tobacco or tobacco products on District property.

Visitor Procedures

The Superintendent shall develop procedures to allow for visits, tours and observations of all classrooms by parents of enrolled students and parents who wish to enroll their children in the School District, unless a visit, tour or observation threatens the physical, intellectual, social or emotional health and/or safety of students and staff.

Approval by the principal is required for all school or classroom visits.

For those who wish to visit a classroom during the school day, the visitor must contact the principal in advance to arrange a day and time for such visit.

All visitors to any school must report to the school office upon arrival.

Parent and prospective parent visit, tour and observation policies ~~shall~~ and procedures must be easily accessible from the home page of each school's website.

Mask or Face Coverings
not Required

The District does not require masks or face coverings anywhere on the District's premises except where long-standing workplace safety and infection control measures that are unrelated to COVID-19 may be required.

Compliance

Anyone who is not a current student or staff member of the District schools and who violates this policy or applicable visitor procedures may be asked to leave District property; may be prohibited from future campus visits or subject to other limitations on future campus visits; and/or may be subject to other consequences as appropriate. Failure to comply with the lawful directions of District officials, District security officers, or law enforcement officers acting in performance of their duties, and failure to identify oneself to such officials or officers when lawfully requested to do so, will be against District policy. Failure to obey such instructions may subject the person to criminal proceedings applicable under law.

Adopted: ~~date of Manual adoption~~ November 12, 2026

LEGAL REF.:
A.R.S.
13-1302
13-2905
13-2911
~~15-184~~13-3102
15-~~341~~184

15-~~507~~341

15-342.05

15-507

36-681

A.G.O.

I84-054

CROSS REF.:

~~AD~~A - ~~Educational Philosophy/School~~ District Mission and Belief Statement

BBA - Board Powers and Responsibilities

KFA - Public Conduct on School Property

KI-R ©

REGULATION

VISITORS TO SCHOOLS

~~Parents enrolled pupils and parents who wish to enroll their children in the School District may visit, tour and observe the schools and classrooms. Visitors, including parents and parents of prospective pupils, must follow the school's procedures for scheduling visits, tours or observations. The District may discontinue visits, tours, and observations if such events threaten the health and safety of the pupils and staff.~~

~~The District may not impose any requirement to wear a mask or face covering anywhere on the governmental entity's premises, except where long-standing workplace safety and infection control measures unrelated to COVID-19 may be required.~~

~~All visitors to any school must report to the school office upon arrival.~~

~~For those who wish to visit a classroom during the school day, the visitor must contact the principal in advance to arrange a day and time for such visit. Conflicts with the school schedule shall be avoided.~~

~~In visiting a classroom, the teacher's first responsibility is to the class as a whole, and the teacher will be unable to converse at any length with the visitor. If a conference is desired, arrangements will be made by the teacher for an appointment with the parent either before or after school hours.~~

~~No person may enter onto school premises, including visits or audits to a classroom or other school activity, without approval by the principal. Neither will any person be allowed to conduct or attempt to conduct any activity on school premises that has not had prior approval by the principal.~~

~~Anyone who is not a student or staff member of the District schools, and is in violation of this policy, may be asked to leave the property of the District. Failure to comply with the lawful directions of District officials or of District security officers or any other law enforcement officers~~

~~acting in performance of their duties, and failure to identify oneself to such officials or officers when lawfully requested to do so, will be against District regulations. Failure to obey such instructions may subject the person to criminal proceedings applicable under law.~~

KI-E ©

EXHIBIT

VISITORS TO SCHOOLS

Parents/guardians of enrolled students and parents/guardians who wish to enroll their children in the School District must complete this form to request a visit, tour, or observation of a classroom.

Date: _____

Name of Parent/Guardian: _____

Phone: _____ Email: _____

Name of Student or Prospective Student: _____

School: _____ Grade: _____

Classroom/Teacher Requested, if known: _____

Type of Request:

□ Visit

□ Tour

□ Observation

Requested Date: _____ Requested Time: _____

Alternate Date/Time, if applicable: _____

Please provide any information that will assist the District in scheduling and accommodating the requested visit, tour, or observation:

_____

_____

_____

I understand that approval by the principal is required for all school or classroom visits. I also understand that all visitors must report to the school office upon arrival and comply with District policy and applicable visitor procedures.

Parent/Guardian Signature: _____ Date: _____

School Use Only

□ Approved

□ Approved with alternate date/time: _____

□ Denied because the visit, tour, or observation would threaten the health and safety of students or staff.

Principal/Designee Signature: _____ Date: _____

Comments/Conditions, if any:

_____

_____

_____