

SCHOOL DISTRICT OF MAYVILLE

860

PRESENCE ON SCHOOL PREMISES

The Board of Education recognizes that school buildings and grounds and access to them are valuable for the education of students and for a variety of school district and other public activities. The Board also recognizes that it has a responsibility to ensure that the educational functions carried out in its buildings and on its grounds are not disrupted or impaired; to provide for the general welfare and safety of students, employees and other individuals authorized to be in school buildings; and to protect and safeguard the buildings, equipment and other property.

Accordingly, the Board has adopted this policy in order to balance the district's obligations to provide education to students, protect the safety and welfare of its students and employees, and protect its buildings, grounds and equipment from damage and vandalism, with the potential rights of the public to access and use school buildings and grounds. The policy applies to all District buildings and grounds other than the District Offices located at 234 North John St., Mayville, Wisconsin.

Presence in Buildings or on Grounds During School Hours – No student who is under out-of-school suspension or expulsion, or any other person who is not a student presently enrolled to attend a District school or not a District employee may be present in any school building or on school grounds during school hours without having first secured authorization from the building principal or other person in charge of the school building as designated by the building principal or District Administrator, except while in direct route to secure such authorization. The building principal or designee shall have discretion in authorizing any such person to be present in the building or on school grounds. The authorization, if granted, shall be in writing and may include conditions under which such authorization applies. Any person on school premises during school hours who is a student under out-of-school suspension or expulsion or who is not a District student or employee shall upon request of any District employee display the written authorization. If such person has no such authorization or if such person's activities are not in conformity with such authorization, the District employee shall immediately escort the person to the building principal or designee or shall call the building principal or designee for assistance. The principal or designee shall either issue such person authorization or, if authorization is refused or if the person's activities were in violation of a previously granted authorization, the building principal or designee shall request such person to leave the school premises. If the person refuses to cooperate, the building principal or designee shall contact the appropriate law enforcement agency for assistance.

For good cause, such as for parent-teacher conferences or general assemblies at which the presence of parents/guardians of students or the public in general is invited, the building principal or District Administrator may grant a general authorization to a particular class or classes of persons. Such general authorization may, but is not required to, be in writing and be posted at the doors to the school building in question. The authorization, if in writing, shall describe the general class or classes of persons authorized, times of authorized presence and places of authorized presence.

Presence in Classrooms – Except for students, teachers or other District employees, no person shall be present and no teacher or other professional employee of the District having

charge and control of a classroom shall permit any person to be present in any classroom while a class is in session unless such person has been authorized to be in such classroom while class is in session by the Board, District Administrator, building principal or other professional employee of the District with the authority from the principal to authorize such presence. In authorizing the presence of the person in the classroom while a class is in session, the Board, District Administrator, building principal or designee may impose such conditions upon the presence of the person in the classroom as may be reasonably necessary to ensure that the educational function to be carried out in the classroom while the person is present is not disrupted, impaired or diminished and to effect the purposes of this policy.

In the event the person fails to comply with any such reasonable condition imposed, the teacher may immediately request such person to leave the classroom and may call upon the assistance of the building principal or designee to carry out such request. If the person refuses to cooperate, the building principal or designee shall contact the appropriate law enforcement agency for assistance.

Presence in Buildings or on School Grounds Outside of School Hours – No person except a District employee shall be permitted in school buildings outside of school hours unless the building principal or designee is also present in the building and authorization for such presence was granted by the building principal or designee in writing. This prohibition does not apply to:

1. Students engaging in school-sanctioned extracurricular activities outside of school hours.
2. Situations where school buildings are being used in accordance with the Board's policy on public use of school facilities or an agreement with the City of Mayville Recreation Department.

The building principal or District Administrator may grant general authorizations for presence in school buildings outside of school hours for good cause (e.g. for graduation ceremonies, open house, parent-teacher conferences, general assemblies at which the presence of parents/guardians of students or the public in general is invited and school-sanctioned events open generally to the public) in the same manner as specified above.

Persons may be on school grounds outside of school hours so long as the person's activities while on school grounds do not adversely affect the protection of school property from damage or vandalism.

LEGAL REF.: Sections 120.12(1) Wisconsin Statutes
120.13(35)
121.02(1)(i)

CROSS REF.: 860-Rule, Guidelines for Implementing the Board's Individuals'
Presence on School Premises Policy
187, Public Participation at Board Meetings
522, Staff Conduct (Personal Business During School Day)
720, Safe and Healthful Facilities
731, Building and Grounds Security
830, Public Use of School Facilities

APPROVED: May 21, 1973

ADOPTED: June 18, 1973

REVIEWED:

REVISED: November 17, 1975; October 7, 2002; November 5, 2007

Signatures of School Board Members:

_____	_____
_____	_____
_____	_____
_____	_____