

1 Joint School District No. 2, Meridian

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3 SCHOOL – COMMUNITY RELATIONS

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5 Series 1000

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7 Policy Title Outside/Community Speakers

Code No. 1001.20

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10 It is the policy of Joint School District No. 2 that the use of outside/community speakers
11 will be encouraged when the following conditions have been met:

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13 Selection of speakers and topics must be appropriate to the age and grade level of the
14 students.

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16 Teachers should insure that guest speakers and topics will relate directly to the
17 curriculum. Approved request forms should be used and building procedures governing
18 guests should be followed for all speakers. Material in written or visual form should be
19 previewed by the teacher before distribution. If the teacher is uncertain if the topic of the
20 speaker and/or their materials is appropriate, they should seek council and approval
21 from the building administration.

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23 Prior notification and approval of the building principal or assistant principal is required
24 before scheduling an outside presentation and any controversial materials. Students will
25 be informed about up coming guest speakers as soon as the teacher receives approval.
26 Signed participation/permission slips will be required from all students for guest
27 speakers dealing with “Family Life and Sex Education.” Any topic deemed sensitive* or
28 controversial* by the building principal will also require parental permission forms to be
29 signed in advance and returned to the classroom teacher.

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31 *A sensitive or controversial topic is defined as one that is debatable, contestable, in
32 dispute or questionable and in which there is a clearly recognized community division.

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34 Requests must be submitted to the principal or assistant principal on the approved
35 Guest Speaker Form no less than seven working days prior to the scheduled visit.
36 Requests for clearly non-controversial topics may be approved on shorter notice at the
37 discretion of the principal or designee.

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39 The principal or assistant principal must respond in writing to a teacher’s request within
40 three working days after receiving a request for a speaker.

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42 When dealing with controversial issues or candidates for public office, both sides will be
43 presented.

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45 Alternative educational experiences that relate to the course of study will be provided for
46 those students opting not to hear the guest speaker(s).

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48 When using an outside speaker, primary responsibility for the instruction and supervision
49 of students is retained by the teacher.

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51 Any teacher-directed follow-up activities/lessons will be consistent with the approved
52 curriculum, Master Contract and District Policy.

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54 Following the speaker presentation, if a parent finds the presented material offensive, a
55 parent/teacher conference will be held with the supervising administrator before any
56 further actions are taken.

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58 In the event an outside/community speaker is denied access to the classroom, the
59 teacher will meet with the building principal or assistant principal within three working
60 days of the denial to discuss the reason(s) for the denial. If the teacher is not satisfied
61 with the reasons presented for the denial, he/she may appeal the decision to the
62 appropriate elementary or secondary director. If consensus is not reached at this level,
63 the teacher may forward his/her appeal to the superintendent. Finally, the
64 superintendent's decision can be appealed to the board of trustees.

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77 Date of Revision:

78 08/22/94

Legal Reference: Code of Idaho
