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## CLOVIS UNIFIED SCHOOL DISTRICT

### COMMUNITY RELATIONS CIVILITY POLICY

While on District campuses and premises, and/or attending or participating in District-sponsored events or activities, the following level of behavior is expected:

1. District staff should treat and communicate with parents and other members of the public with civility, courtesy and respect. District staff should avoid disruptive, volatile or hostile communications and actions.
2. Parents and other members of the public should treat students, District staff, and each other with civility, courtesy and respect. Parents and other members of the community should avoid disruptive, volatile or hostile communications and actions, and harassment of peers or District staff.

#### A. Unacceptable/Disruptive Behavior

Any conduct that disrupts or interferes with the discipline, order, conduct, administration, or operation of any District school campus, classroom, administration office, event or activity constitutes unacceptable behavior. Such conduct includes, but is not limited to, the following:

1. Disruption of or threats to disrupt classrooms or District-sponsored activities or events.
2. Disruption of or threats to disrupt the operation and order of any District school campus, administration office, or other facilities.
3. Threats to the health or safety of students, District staff, parents or members of the public on District premises or at District-sponsored events or activities.
4. Battery or assault upon students, District staff, parents or members of the public.
5. Intentionally or willfully causing damage to District property.
6. Using obscenities or speaking in a loud, insulting and/or demeaning manner.
7. Unauthorized entry onto District school campuses, grounds and facilities.
8. Failing to register as required under Board Policy and Administrative Regulation No. 1250 - Visitors/Public Attendance at District Events.

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### B. Recourse of District in the Event of Unacceptable/Disruptive Behavior

District staff may use reasonable and proper means to resolve incidents involving unacceptable or disruptive behavior, including but not limited to, the following:

1. Any District staff may:
  - a. Verbally admonish any parent or member of the public, who engages in unacceptable or disruptive behavior, to act and communicate civilly;
  - b. Provide a written copy of Board Policy No. 1250.1 and this administrative regulation to a parent or member of the public who engages in unacceptable or disruptive behavior;
  - c. Terminate the meeting, conference, telephone conversation or exchange with any parent or member of the public who engages in unacceptable or disruptive behavior;
  - d. Report any incident involving unacceptable or disruptive behavior to his or her immediate supervisor if the individual involved is a District employee or to the principal;
  - e. Request a parent or member of the public to leave District campus or premises or District-sponsored activities or events; and/or
  - f. Complete and submit to the principal or designee, or the designated employee at the District's main administration office, an Incident Report (Exhibit No. 1250.1).
2. The principal or designee or other designated District staff, who reasonably believes that a parent or member of the public may engage in unacceptable or disruptive behavior, may:
  - a. Assign an escort to that parent or member of the public while the parent or member of the public is on District school campuses or premises or District-sponsored activities or events;
  - b. Limit the area upon which that parent or member of the public may enter while on District school campuses or premises or District-sponsored activities or events;
  - c. Limit the time period during which that parent or member of the public may enter District school campuses or premises or District-sponsored activities or events; and/or
  - d. Issue a warning, verbal or written, to a parent or member of the public regarding acceptable behaviors and compliance with Board Policy No. 1250.1 and this administrative regulation.

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3. The Director of Student Services and School Attendance (SSSA) or designee may take one or both of the following actions:
  - a. Direct any parent or member of the public who engages in unacceptable or disruptive behavior to promptly leave District grounds and premises for a period not to exceed 14 days. The individual who is asked to leave shall do so promptly. When an individual is directed to leave, the Director of SSSA or designee may issue a written notice, notifying the offending person to leave the school grounds and not return and that he/she will be guilty of a misdemeanor in accordance with applicable Education Code and Penal Code provisions, including but not limited to Education Code sections 32210, 32211, 44910, or 44811 and/or Penal Code sections 415.5, 626.4, 626.7, 626.6, or 621.8 as appropriate. The person may not return to the school site before the expiration of the period, not to exceed 14 days, stated in the District's notice. If an individual refuses to leave upon a District school site or other District facilities request by District personnel or returns before the expiration of the period, not to exceed 14 days, stated in the District's notice, the Director of SSSA or designee may notify law enforcement officials.
  - b. Notify and/or seek the assistance of law enforcement officials or private security personnel in resolving any incident involving unacceptable or disruptive behavior.
4. A District employee whose person or property is injured or damaged by intentional or willful misconduct of a student may ask the District to pursue legal action against the student or the student's parent/guardian.
5. The District may seek any and all appropriate legal remedies against any parent or member of the public who engages in unacceptable or disruptive behavior, including but not limited to a restraining order and/or injunction, to protect its employees from violence or a credible threat of violence pursuant to the Workplace Violence Safety Act.
6. The Superintendent or designee may provide safety and/or crisis intervention techniques to District staff to raise awareness regarding how to resolve incidents involving unacceptable and disruptive behavior by parents and members of the public.

### C. Recourse to Parents and Community Members in the Event of Unacceptable/Disruptive Behavior by District Staff

Any parent/guardian or member of the public who is subjected to unacceptable conduct from any District employee may submit an Incident Report (Exhibit No. 1250.1 ) to the principal or designee by no later than 10 business days after the incident. Upon receipt of the Incident Report, the principal or designee, or other designated District employee, may resolve the incident as he or she determines to be proper. Notice of the resolution should be provided to the parent or member of the public, unless otherwise prohibited to do so for reasons of privacy or confidentiality.

## **CLOVIS UNIFIED SCHOOL DISTRICT**

Adopted: 03/24/2004

Reviewed: 03/06/2007, 10/01/2007

Amended: 11/16/2011, 11/18/2021 (AR 9210 renumbered as AR 1250.1)

Doc# 41625-3 (11/2021, None)