

# MONROE CAREER AND TECHNICAL INSTITUTE

SECTION: PUPILS

TITLE: STUDENT RIGHTS/SURVEYS

ADOPTED: July 10, 2006

REVISED:

235. STUDENT RIGHTS/SURVEYS	
<p>1. Purpose</p>	<p>This policy sets forth guidelines by which student rights and responsibilities are determined, consistent with law and regulations.</p>
<p>2. Authority SC 1850.1 Title 22 Sec. 12.3</p>	<p>The Joint Operating Committee has the authority and responsibility to establish reasonable rules and regulations for the conduct and deportment of students. At the same time, no student shall be deprived of equal treatment and equal access to the educational program, due process, a presumption of innocence, and free expression and association, in accordance with Joint Operating Committee policy and school rules.</p> <p>Surveys conducted by outside agencies, organizations and individuals shall be approved by the Joint Operating Committee, based on the Director's recommendation, prior to administration to students.</p>
<p>3. Guidelines Title 22 Sec. 12.2</p>	<p>Attendant upon the rights established for each student are certain responsibilities, which include respect for the rights of others; obedience to properly constituted school authority; and compliance with the policies and regulations of the school.</p> <p>A student who has reached the age of eighteen (18) years possesses the full rights of an adult and may authorize those school matters previously handled by parents/guardians.</p> <p><u>Instructional Materials</u></p>
<p>Pol. 105.1</p>	<p>Parents/Guardians shall be notified annually that all instructional materials, including teachers' manuals, audiovisuals, or other supplementary instructional material, used in the instructional program shall be available for inspection by the parents/guardians of students, in accordance with Joint Operating Committee policy. Instructional materials do not include tests or academic assessments.</p>

<p>20 U.S.C. Sec. 1232h</p> <p>20 U.S.C. Sec. 1232h Title 22 Sec. 4.4</p>	<p><u>Surveys/Evaluations</u></p> <p>All surveys and instruments used to collect information from students shall relate to the school's educational objectives.</p> <p>Parents/Guardians shall have the right to inspect, upon request, a survey created by a third party prior to administration or distribution to a student. Such requests shall be in writing and submitted to the building administrator.</p> <p>No student shall be required, without written parental consent for students under eighteen (18) years of age or written consent of emancipated students or those over eighteen (18) years, to submit to a survey, analysis, or evaluation that reveals information concerning:</p> <ol style="list-style-type: none"><li>1. Political affiliations or beliefs of student or parents/guardians.</li><li>2. Mental and psychological problems of the student or family.</li><li>3. Sexual behavior or attitudes.</li><li>4. Illegal, antisocial, self-incriminating or demeaning behavior.</li><li>5. Critical appraisals of other individuals with whom respondents have close family relationships.</li><li>6. Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.</li><li>7. Religious practices, affiliations, or beliefs of the student or parents/guardians.</li><li>8. Income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.</li></ol> <p>However, such survey, analysis or evaluation may be conducted on a voluntary basis, provided that the student and parent/guardian have been notified of their right to inspect all related materials and to opt out the student from participation.</p> <p>The school shall implement procedures to protect student identity and privacy when a survey contains any of the restricted subject areas listed above.</p>
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<p><b>20 U.S.C. Sec. 1232h</b></p>	<p><b><u>Collection of Information for Marketing</u></b></p> <p><b>Parents/Guardians have the right to inspect the material and opt out the student from participating in any activity that results in the collection, disclosure or use of personal information for purposes of marketing or selling that information. This does not apply to the collection, disclosure or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for or to students.</b></p>
<p>4. Delegation of Responsibility</p> <p><b>20 U.S.C. Sec. 1232h</b></p>	<p>The Director <b>or designee</b> shall develop and promulgate procedures consistent with law and Joint Operating Committee policy to ensure that student rights under varying conditions are properly described.</p> <p><b>The Director or designee shall annually notify parents/guardians concerning:</b></p> <ol style="list-style-type: none"> <li><b>1. Contents of this policy and its availability.</b></li> <li><b>2. Approximate dates that any surveys requesting personal information may be scheduled.</b></li> <li><b>3. Procedures to request access to survey instruments prior to administration.</b></li> <li><b>4. Procedures for opting students out of participation in surveys.</b></li> </ol>
<p>5. Definition</p>	<p><b>Personal information means individually identifiable information including a student's or parent's/guardian's name, address, telephone number, or social security number.</b></p> <p><b><u>Responsibilities</u></b></p> <ol style="list-style-type: none"> <li><b>1. Student responsibilities include regular school attendance, conscientious efforts in classroom work, and conformance to school rules and regulations. Most of all, students share with the administration and faculty a responsibility to develop a climate within the school that is conducive to wholesome learning and living.</b></li> <li><b>2. No student has the right to interfere with the education of other students. It is the responsibility of each student to respect the rights of teachers, students, administrators, and all others who are involved in the educational process.</b></li> <li><b>3. Students should express their ideas and opinions in a respectful manner.</b></li> </ol>

<p>School Code 1850.1</p> <p>PA Code Title 22 Sec. 4.4, 12.2, 12.3</p> <p>20 U.S.C. Sec. 1232h</p> <p>Joint Operating Committee Policy 105.1</p>	<p><b>4. It is the responsibility of the students to conform to the following:</b></p> <ul style="list-style-type: none"><li><b>a. Be aware of all rules and regulations for student behavior and conduct themselves in accordance with them . Students should assume that, until a rule is waived, altered or repealed in writing, it is in effect.</b></li><li><b>b. Volunteer information in matters relating to the health, safety and welfare of the school community and the protection of school property.</b></li><li><b>c. Dress and groom to meet fair standards of safety and health, and not to cause substantial disruption to the educational processes.</b></li><li><b>d. Assist the school staff in operating a safe school for all students enrolled therein.</b></li><li><b>e. Comply with Commonwealth and local laws.</b></li><li><b>f. Exercise proper care when using school facilities and equipment.</b></li><li><b>g. Attend school daily and be on time for instruction.</b></li><li><b>h. Make up work when absent from school.</b></li><li><b>i. Pursue and attempt to complete satisfactorily the courses of study prescribed by Commonwealth and local school authorities.</b></li><li><b>j. Refrain from the use of indecent or obscene language in projects.</b></li></ul> <p><b>Represent the school in a fashion that brings credit to the student and to the school.</b></p>
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