

Policy Statement #8105 (Community) Regarding School Visitations and Observations

I. Purpose

- A. To set parameters for school visits and observations while providing the means to keep schools safe, orderly, and focused on learning

II. Definition

- A. Employee - an individual whose compensation is paid by the Calvert County Public Schools
- B. Visitor - a person (not a student the school involved, a volunteer, or an employee of CCPS) who has legitimate school business to transact, such as a conference with a staff member, and whose conduct is not disruptive or disturbing to the normal operation of the school. Visitors may include, but are not limited to, parents, community members, and agency representatives.
- C. Volunteer – any person at the request of the principal or designee, who provides services for the Calvert County Public School System without receiving monetary compensation
- D. School Visit – a scheduled and approved presence on school property by a visitor for a specific, legitimate purpose that does not include observing instruction for evaluative or monitoring purposes. School visits may include, but are not limited to, conferences with staff, participation in school-sponsored events, meetings, or other approved activities. All school visits shall be conducted in a manner that does not disrupt the normal operations of the school or interfere with the instructional program.
- E. Observation – a pre-approved, time-limited presence in a classroom or other instructional setting. Observations may be requested for educational or student-specific purposes, including by a parent or guardian, and shall be conducted in accordance with applicable law and regulation, including COMAR, in a manner that minimizes disruption, protects the confidentiality of students and staff, and does not interfere with instruction. Observations are subject to administrative approval and established procedures, including reasonable limitations on frequency and duration.

III. Policy Statement

- A. The Board of Education welcomes and encourages visits to schools by parents, guardians, community members, and other interested individuals. In addition, the Board of Education recognizes the importance of creating and maintaining learning environments which are secure and where distractions are kept to a minimum. Understanding that there is a dynamic balance among these interests, the Board intends that Calvert County Public Schools be open and inviting while secure and focused on learning.

Community #8105

Originally Adopted: 8/9/73

Revised: 5/13/82, 3/11/04, 4/19/07; 4/8/10; 4/10/14; 4/12/18; 5/12/22; 6/11/26

Reviewed without any changes:

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- B. In the interest of protecting students and staff and at the same time recognizing parental rights, CCPS policy #1930 establishes the criteria and process which determines when an individual registered on a public offender registry is permitted on school property.

IV. Delegation of Authority

- A. The Superintendent is directed to develop administrative procedures to implement this policy in accordance with all local policies and local, state and federal laws and regulations and to communicate this policy and accompanying procedures to all relevant parties.

V. Exceptions

- A. There are no exceptions to this policy. However, the Board, by majority vote, may temporarily suspend all or part of this policy. Suspension of all or part of this policy, however, in no way relieves the Board of its obligation to comply with the pertinent local, state and federal laws and regulations or the rules and regulations of the Maryland State Board of Education and the Maryland State Department of Education.

VI. Review

- A. This policy will be reviewed at the end of four years, or sooner, if approved by majority vote of the Board of Education in public session.

VII. Effective Date

- A. This policy is effective June 11, 2026.

Citations

State Law:

State Reg.:

Federal Law:

Adm. Reg.:

Neg. Agr.:

Other Citation:

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