

203

STUDENT RIGHTS AND RESPONSIBILITIES/SURVEYS

BOARD ADOPTED MAY 15, 2017

203 STUDENT RIGHTS AND RESPONSIBILITIES/SURVEYS

A. PURPOSE

1. This policy sets forth guidelines by which student rights and responsibilities are determined, consistent with law and regulations. This policy also sets forth guidelines regarding the conduct of surveys and collection and use of information for marketing purposes, consistent with law and regulations.

B. DEFINITION

1. **Personal Information** means individually identifiable information including a student's or parent's/guardian's first and last name; home or physical address, including street name and the name of the city or town; telephone number; or social security number.

C. AUTHORITY

1. The Board has the authority and responsibility to establish reasonable rules and regulations for the conduct and deportment of Intermediate Unit 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 Board policy and program rules.
2. Surveys conducted by outside agencies, organizations and individuals shall be approved by the Director of Special Programs & Services or designee, prior to administration to students.

D. GUIDELINES

1. Consequent upon the rights established for each student are certain responsibilities, which include conformance to Board policies and Intermediate Unit rules and regulations; respect for the rights of teachers, students, administrators and all others who are involved in the educational process; and expression of ideas and opinions in a respectful manner.
2. It shall be the responsibility of the student to:
 - a. Be aware of all policies, rules and regulations for student behavior and conduct him or herself accordingly. Each student shall assume that, until a rule is waived, altered or repealed in writing, it is in effect.
 - b. Volunteer information in matters relating to the health, safety and welfare of the Intermediate Unit community and the protection of Intermediate Unit property.
 - c. Dress and groom to meet standards of safety and health, and not to cause substantial disruption to the educational processes.

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- 36 d. Assist the Intermediate Unit staff in operating safe Intermediate Unit programs.
- 37 e. Comply with federal, state and local laws.
- 38 f. Exercise proper care when using Intermediate Unit facilities, instructional materials and
- 39 equipment.
- 40 g. Attend school daily and be on time to all classes and other Intermediate Unit functions.
- 41 h. Make up work when absent from school.
- 42 i. Pursue and attempt to satisfactorily complete the courses of study prescribed by local school
- 43 authorities.
- 44 j. Report accurately in student media.
- 45 k. Not use obscene language in student media or on Intermediate Unit property.
- 46 l. Understand that violations of this policy may result in disciplinary action.
- 47 3. Instructional Materials
- 48 a. All instructional materials, including teachers' manuals, audiovisuals, or other supplementary
- 49 instructional material, used in the instructional program shall be available for inspection by
- 50 the parents/guardians of students, in accordance with Board policy. Instructional materials do
- 51 not include tests, academic assessments, or lesson plans.
- 52 4. Surveys/Evaluations
- 53 a. All surveys and instruments used to collect information from students shall relate to the
- 54 Intermediate Unit's educational objectives.
- 55 b. The parent/guardian shall be informed of the nature and scope of individual surveys and their
- 56 relationship to the educational program of their child and the parent's/guardian's right to
- 57 inspect, upon request, a survey created by a third party prior to administration or distribution
- 58 to a student. Such requests shall be in writing and submitted to the Director of Special
- 59 Programs & Services.
- 60 c. No student shall be required, without written parental/guardian consent for students under
- 61 eighteen (18) years of age or written consent of emancipated students or those over eighteen
- 62 (18) years, to submit to a survey, analysis, or evaluation that reveals Protected Information.
- 63 For purposes of this policy, Protected Information, as addressed by the Protection of Pupil
- 64 Rights amendment (PPRA), includes:
- 65 i. Political affiliations or beliefs of the student or student's parent/guardian.
- 66 ii. Mental and psychological problems potentially embarrassing to the student or family.
- 67 iii. Sexual behavior and attitudes.
- 68 iv. Illegal, antisocial, self-incriminating and demeaning behavior.

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- 69 v. Critical appraisals of other individuals with whom the student has a close family
70 relationship.
- 71 vi. Legally recognized privileged and comparable relationships, such as those with lawyers,
72 physicians, and ministers.
- 73 vii. Religious practices, affiliations, or beliefs of the student or student's parent/guardian.
- 74 viii. Income, other than that required by law to determine eligibility for participation in a
75 program or for receiving financial assistance under such program.
- 76 d. However, such survey, analysis or evaluation may be conducted on a wholly voluntary basis,
77 provided that the student and parent/guardian have been notified of their rights and of their
78 right to inspect all related materials.
- 79 5. Collection of Information for Marketing
- 80 a. The parent/guardian has the right to inspect the material and opt out the student from
81 participating in any activity that results in the collection, disclosure or use of personal
82 information for purposes of marketing or selling that information. This does not apply to the
83 collection, disclosure or use of personal information collected from students for the exclusive
84 purpose of developing, evaluating, or providing educational products or services for or to
85 students.

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87 **E. DELEGATION OF RESPONSIBILITY**

- 88 1. The Director of Special Programs & Services or designee shall develop administrative procedures
89 consistent with law and Board policy to ensure that student rights under specific conditions are
90 properly recognized and maintained.
- 91 2. The Director of Special Programs & Services or designee shall notify parents/guardians and
92 students of:
- 93 a. This policy and its availability.
- 94 b. The specific or approximate dates during the school year when activities described above are
95 scheduled, or expected to be scheduled.
- 96 c. How to opt their child out of participation in activities as provided in this policy.
- 97 d. How to request access to any survey or other material described in this policy.
- 98 3. The Director of Special Programs & Services or designee shall establish administrative
99 procedures for protecting student identity and privacy in the administration of protected
100 information surveys and the collection, disclosure or use of personal information for marketing,
101 sales or other distribution purposes.