



# Madison Metropolitan School District Board of Education Policies and Procedures

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| <b>POLICY</b> | <b>RECRUITMENT OF PUPILS</b> | <b>7541</b><br>Community Relations |
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## Recruitment of Pupils

Other than as set forth below, there shall be no recruitment of high school pupils by any prospective employer, post-secondary educational institution, or branch of the Armed Forces in the Madison Metropolitan School District.

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| <b>PROCEDURE</b> | <b>RECRUITMENT OF PUPILS</b> | <b>7541</b><br>Community Relations |
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## Recruitment of Pupils

1. With the approval of the PRINCIPAL, representatives of prospective employers, post-secondary educational institutions, and the Armed Forces may present information to pupils in the Madison Metropolitan School District high schools. Military recruiters will have the same access to students on school grounds that is available to prospective employers and post-secondary educational institutions. Military recruiters, prospective employers and post-secondary educational institutions shall each be allowed access to students on school grounds on up to

three days during a school year per high school and may distribute recruitment materials to students during any of the three recruiting visits. The three days may be designated by the PRINCIPAL and may include designated forums or events that take place outside of normal school hours. Schools shall not require students to participate in any entity's scheduled recruiting visit.

- a. A "recruiting visit" is defined as a scheduled appearance in a high school by a representative of a prospective employer, post-secondary educational institution, or branch of the Armed Forces for the specific purpose of presenting information to students regarding post-secondary, career, education, or employment options. Any individual appearing at a school who seeks immediate access to students for the purpose of any recruiting activity who has not arranged for a scheduled appearance in advance may be denied access to students by the Principal. When scheduling a recruiting visit, the school shall designate an appropriate time and location for the visit. A scheduled recruiting visit shall not be approved to take place in any class or in any school cafeteria during any regular lunch period, and recruiters shall not unilaterally change the designated time or location for their recruiting activities.
  - b. If a school invites a prospective employer, post-secondary educational institution, or representative of the Armed Forces to a class (or classes) to speak, present or direct an activity in connection with the class curriculum (e.g., a guest speaker/lecturer), such an appearance must be pre-approved by the PRINCIPAL, but shall not be considered a "recruiting visit." A school may invite individuals to speak to students under this Paragraph regarding future careers and/or educational options that are related to the curriculum/content of the class. An invitee under the first sentence of this Paragraph shall not use instructional time for any activities that exceed the scope of the school's invitation, and the PRINCIPAL reserves the right to re-characterize an invitee's presentation or activity as one of the three designated "recruiting visits" if circumstances warrant.
2. Counselors may provide information related to the military as career information for students. Counselors may provide information related to alternatives to military service.
  3. All recruitment materials shall be appropriately identified and placed only in areas of the school that have been approved by the PRINCIPAL and that are clearly and directly associated with the school's formal career counseling and guidance functions, such as the guidance office(s). "Recruitment materials" are defined as materials not produced by the high school that are sent to the school or left at the school by a prospective employer, post-secondary educational institution, or branch of the Armed Forces intended to be viewed by or distributed to students that (A) are not used during and in direct connection with a "recruiting visit" as defined in Paragraph 1 of this Policy; and (B) have not been otherwise expressly approved and authorized by the BOARD. A school may reject recruitment materials offered for display or placement if, in the judgment of the school, the materials would use

an excessive amount of available space or for other non-arbitrary reasons applied uniformly to all recruiters.

4. Parents will be notified in writing of the BOARD's POLICY on recruitment via the first bulletin or newsletter sent to parents each year.
5. Students will be notified in writing of the BOARD's POLICY on recruitment via the student handbook.
6. Parents and students will be notified of a parent's or student's right to not have the student's name, address and telephone number released to the military. The parents and students will be notified of such right in the student handbook, on the District's web site, in a newsletter, and at registration.

3/24/08

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MADISON METROPOLITAN  
SCHOOL DISTRICT

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