

MONONA GROVE SCHOOL DISTRICT

Board Policy 333.2

STUDENT SURVEYS

The district shall protect the privacy rights of parents/guardians and their children. The district shall also comply with all applicable state and federal laws regarding the administration of student surveys.

No student shall be required to participate in any survey associated with a school program or the district's curriculum, or which is administered by a third party in the schools, if the survey includes one or more of the following items:

- a. political affiliations or beliefs of the student or the student's parent/guardian;
- b. mental and psychological problems of the student or the student's family;
- c. sex behavior or attitudes;
- d. illegal, anti-social, self-incriminating or demeaning behavior;
- e. critical appraisals of other individuals with whom students have close family relationships;
- f. legally recognized privileged or analogous relationships such as those of lawyers, physicians and ministers;
- g. religious practices, affiliations or beliefs of the student or the student's parent/guardian; or
- h. income, other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such a program.

The building principal shall notify parents/guardians at the beginning of each school year of the specific or approximate dates during the school year when such survey activities are scheduled involving their children. Parents/guardians shall be given the opportunity to request that their child not participate in a survey containing the above information. If a survey containing any of the above information is funded in whole or in part by a program administered by the U.S. Department of Education, written consent shall be obtained from the student or, in the case of a minor student, the student's parent/guardian before the student participates in the survey.

Parents/guardians may, upon request, inspect a survey containing any of the above information and any survey created by a third party before the survey is administered or distributed to a student. They may also request to inspect any instructional materials used in connection with the survey. Requests to inspect a survey or instructional materials should be made to the building principal or his/her designee. Survey inspection requests should be made prior to the date in which the survey is scheduled to be administered to students. The principal or designee shall respond to such requests without delay.

In the event the district or a school is to administer or distribute a survey covering one of the items listed above and parents/guardians were not notified at the beginning of the school year of the specific survey and approximate dates of administration or distribution, the district or school shall provide written notice to parents/guardians no later than 30 days prior to the administration or distribution of the survey. The notice shall outline their right to inspect, upon request, any survey revealing the information outlined above or any instructional materials used in connection with such survey and provide them an opportunity to opt their child out of taking any such survey. In such situations, the district or school shall make every effort to allow a parent/guardian access to a survey within five business days of receiving a request to inspect the survey.

This policy shall be published annually in student and staff handbooks, which are distributed to students, parents/guardians and employees in the district.

LEGAL REFERENCE: No Child Left Behind Act of 2001 (Pupil Protection Rights Amendment)

CROSS REFERENCES: Administrative Exhibit 333.2 (1), Request to Inspect a Survey and/or Related Instructional Materials Form
Administrative Exhibit 333.2 (2), Student Survey Opt Out Form

BOARD APPROVAL: August 18, 2004