

**Neah-Kah-Nie  
School District 56**

Code: **IICB-AR**  
Adopted: 11/12/01  
Readopted: 3/10/08  
Orig. Code(s): IICB

**Community Resource Persons - Guest Speakers**

In order to maintain an accurate accounting of guest speakers appearing at district schools, teachers are to provide the following information to the building principal at least one week before an invitation is extended:

1. Name of speaker(s);
2. Who they represent;
3. Issues of topics to be covered in presentation;
4. Class(es) and period(s) to who they will be speaking;
5. Teacher who extended the invitation;
6. Dates the speaker will be on campus.

Principals will make arrangements to maintain a permanent record of the above information and will be certain all staff members in their building are informed of this policy.

The teacher shall remain with the students while the guest speaker is with the class.