

Distribution of Literature and/or Information in the School System

Board Policy: A-7
Adopted: March 9, 1992
Rewritten: December 10, 2007

I. General Policy Statement

The Board believes that the students and the educational program must be the focus of the schools. Therefore the superintendent and principals must carefully screen and approve the distribution of any non-school material on school property. The following standards/regulations shall apply for approving and distributing non-school materials.

II. Standards

1. The administrator will determine whether the material substantially disrupts the educational environment and whether the manner in which the subject matter is conveyed is offensive or obscene.
2. Literature and/or information from profit making individuals, businesses or organizations shall not be distributed through the school system.
3. Political campaign materials for candidates may not be distributed to students or employees (including through employee mailboxes) or made available on school grounds during school time or at school events. However, on election days, posters and printed materials are permitted at schools used as polling places in accordance with state law and Board of Elections requirements. (No less than 50 feet from the entrance to the poll, unless a public sidewalk is closer)
4. The distribution of non-school material shall not interfere with instructional time.
5. Materials must be clearly identified, through the method of distribution or otherwise, as non-school materials that are neither endorsed nor necessarily reflective of the views of the school or school district.
6. The principal or the Superintendent shall limit distribution of non-school materials to those which are related to the educational program and/or to groups having a primary purpose of serving school-aged children.
7. The Superintendent or the principal may limit the time, location, and manner in which non-school material is distributed.
8. Any requests to distribute non-school material must be made within a reasonable amount of time for review and approval.
9. School sponsored sales literature and student publications are addressed under separate School Board Policies. (A-1 Fund Raising and C-5 Student Publications)