

DISTRIBUTION/ADVERTISEMENT/PROMOTION OF ANY KIND
OF NONSCHOOL-SPONSORED LITERATURE

Approval Procedure

When prior approval for distribution/advertisement/promotion of any kind of nonschool-sponsored literature is required, individuals seeking such approval must follow these procedures.

1. A person seeking approval for distribution/advertisement/promotion of any kind of literature must submit a copy of the literature, together with a description of the proposed recipients, to the superintendent/designee for review. The superintendent/designee shall review the literature in light of the guidelines established in this policy. The person requesting approval shall be informed of the superintendent's/designee's decision. Request for approval is allowed once per semester.
2. If approval for distribution/advertisement/promotion of any kind is denied, the person requesting approval may appeal to the Superintendent/-designee. The appeal shall be in writing and shall state the reasons why the appellant believes the denial of approval was incorrect. The Superintendent/ shall receive such information as is presented to him/her by the appellant and may conduct such investigation as he/she deems necessary to be apprised of the facts. The Superintendent/designee shall render his/her decision in writing.

Method of Distribution/Advertisement/Promotion of any Kind

1. The method of distribution/advertisement/promotion of any kind process is available online.
2. No recipient may be charged a fee to receive any literature.
3. Literature may not be distributed/advertised/promoted in a manner that violates any other policy of the District.
4. No literature shall be placed on the windshields of cars parked on District property. Most ordinarily, literature will be distributed/advertised/promoted hand-to-hand.
5. If someone is distributing/advertising/promoting in any way literature in violation of these policies, the individual(s) will be asked to immediately stop distribution/advertisement/promotion. If the individual refuses, authorities will be notified and legal action may be taken.

Exception

This policy does not apply to the distribution/advertising/promotion of any kind of literature by nonschool-sponsored groups during those nonschool times when such groups have permission to use school premises.

(Approval date: August 14, 2001)
(Re-approval date: September 23, 2002)
(Re-approval date: May 11, 2015)
(Re-approval date: February 10, 2020)