

KHC
DISTRIBUTION / POSTING OF
PROMOTIONAL MATERIALS

(And Display)

The Governing Board authorizes its schools and departments to display promotional materials from the following groups only for the purpose of informing students or their parents/guardians of activities, events, programs or other subjects that are of concern or interest to students and their parents/guardians:

- School related organizations.
- Non-school related tax exempt organizations.
- Non-school related organizations that rent space or facilities within the District.
- Teacher tutors.
- District Contracted Vendors.

Definitions and Limitations

For the purpose of this policy, "promotional materials" means written material in the form of notices, announcements, flyers, or brochures. *Limitation:* No commercial publication shall be posted unless its purpose is to further a school activity, such as graduation, class pictures, or class rings. Non-school related organizations will be limited to one (1) flyer per quarter and will only be approved for notices, announcements, brochures and flyers that further a school activity, such as graduation, class pictures or class rings.

Fiscal year quarters are as follows:

First Quarter: July - September
Second Quarter: October - December
Third Quarter: January - March
Fourth Quarter: April - June

School Related organization: An organization (i) whose activities support and promote the educational mission of the District, as determined by the Governing Board, or (ii) a local, state or federal government agency. School related organizations may include parent organizations, booster clubs, school employee organizations, Community Schools Programs, the Arizona Interscholastic Association and other organizations and clubs affiliated with the District and its schools.

Parent organizations: Parent organizations that rent space in the schools and wish to display their promotional materials on school grounds may display those materials in areas designated by the principal or the principal's designee at the school site. All such materials must clearly state that they are sponsored by the parent organization and must prominently display the

District disclaimer. Such materials do not have to be approved by the Legal Department but must be approved by the principal or the principal's designee.

Non-school related tax exempt organizations: Organizations that have obtained Internal Revenue Code 501 (c)(3) status. The organization must provide the District with proof that it currently has tax-exempt status pursuant to Section 501(c)(3) (not simply that the organization has applied for such tax-exempt status). The District will maintain a copy of the organization's Section 501 (c)(3) letter. Please note, the District cannot provide legal advice regarding the process to become a 501 (c)(3) tax-exempt organization. Please contact the Internal Revenue Service (IRS) for further information.

Non-school related organizations that rent space or facilities within the District. A rental contract must be processed before approval of any written material for display. The material must only refer to the activity being held during the rental. Applications for rental contracts may be obtained by contacting the school site.

Teacher tutors. Schools may maintain a list of teachers who provide tutoring services and other types of after-school lessons for students. The list must include a disclaimer that the District is not endorsing such services or the individuals listed and makes no representation as to the suitability of the teachers to provide the services listed. *Please note that District teachers may have restrictions on these activities, as outlined in Board policy and the Teacher Employment Agreement.*

District Contracted Vendors. Any person or organization that has a contract with the School District/public entity.

The District and its schools will not distribute or display communications of school-related organizations that, in the judgment of the Superintendent or the Superintendent's designee, would:

- Cause the District to violate state or federal laws or its policies.
- Promote illegal activity for minors.
- Promote illegal discrimination on the basis of gender, race, religion, national origin or ethnicity, or disability.
- Contain words, symbols or images that would be regarded as lewd, obscene, vulgar or plainly offensive if communicated by a student on school grounds.
- Defame a person or organization.
- Threaten serious disruption of a school or school-sponsored activity.

As required by federal law, the District will not deny any non school related organization the opportunity to display materials on the basis that the offered program, activity or event will be provided from a religious, philosophical or political perspective.

Regulations

The Superintendent may adopt regulations as necessary to implement this policy.

Adopted: September 21, 2010

LEGAL REF.:

20 U.S.C. 9134, The Children's Internet Protection Act

47 U.S.C. 254, Communications Act of 1934 (The Children's Internet Protection Act)

CROSS REF.:

[KCA](#) - School-Community Relations Goals

[KD](#) - Public Information and Communications

[KHA](#) - Public Solicitations in Schools

[KHCA](#) - Distribution/Posting of Promotional Materials (Outside Organizations)

Uniform Code of Student Conduct Article A.7 - Student Rights: Right to Publish