

Informational Material Distribution or Posting

The district recognizes that a number of clubs, agencies, associations and community groups (noneducational organizations) provide valuable and needed noncurriculum related activities for district students. The district will endeavor to keep parents and students informed of the noncurricular, after school activities that are available.

Noncurricular information and material prepared by noneducational organizations may be posted or distributed in the schools subject to the following:

1. The organization must first present the information or material to the principal for review;
2. If the information is found to be acceptable for dissemination in the school setting, the organization must distribute or post the materials as directed by the principal.

The administration shall use the following criteria when reviewing information or material submitted for dissemination in the schools:

1. Does the information or material advance the educational goals of the district?
2. Is the material appropriate to the target audience given the age, grade level or maturity of the intended audience?
3. Is the material free of lewd, obscene, profane or libelous reference?
4. Is the material free of insulting or “fighting” words – those which by their very utterance inflict injury or incite an immediate breach of the peace?
5. Does the material avoid inciting or advocating imminent lawless action or disruption of the normal operation of the school?
6. Is the material free of references to political candidates, parties or issues to be decided in an election?
7. Is the material free of inferences that the district approves or sanctions the subject of the publication when the district has not or cannot take a position on the matter?

If the information or material submitted for review meets all of the above criterion it may be distributed or poste in the schools. If the information or material submitted fails to meet any one of the above criterion it may not be distributed or posted in the schools.

If the information or material is deemed appropriate for dissemination at school, the principal shall distribute or post the information or material as follows:

1. By posting to a designated board or notice area if the organization presents a single flyer or poster;
2. By placement in a designated distribution area if the organization presents a number of flyers or brochures but not enough for schoolwide distribution (the school will then notify students and parents of the availability of the information or material through regular communication channels);
3. By distributing the materials to all students or grades, if the materials are counted and collated for distribution to each classroom. Material to be distributed to students by the teachers must be presented to the principal in bundles organized for distribution to the targeted students in each classroom.

If members of an organization wish to distribute approved materials themselves, the principal shall allow the organization to disseminate the information or material as follows:

1. By distributing to students from a designated site before or after regular school hours (such distribution must not be coercive of students or interfere with or disrupt the normal operation of the school);
2. Members of an organization disseminating approved material before or after school hours must follow the directive of the principal with respect to when and where to set up distribution booths or tables.

The district shall have no responsibility for copying, collating, bundling or otherwise organizing noncurricular material for distribution in the schools if materials are delivered in insufficient quantities to be distributed to all targeted students. The principal will place the material in the designated distribution area.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)