

# Central School District 13J

Code: **KJA**  
Adopted: 9/11/00  
Readopted: 10/03/11  
Orig. Code(s): KJA

## **Materials Distribution\*\***

The primary function of the district is to provide educational experiences for its students. Various organizations, private and public, profit and nonprofit, often seek to have materials distributed to students, staff and parents at school, school events and activities. Requests by individuals or groups to distribute pamphlets, booklets, flyers, brochures and other similar materials shall be submitted to the superintendent or his/her designee. Approval or rejection of materials shall be at the superintendent's, or his/her designee's, discretion, based on whether the material has educational merit and/or has other merit warranting distribution within the schools, school events and activities. All distribution of materials and the method of distribution shall be subject to review by the superintendent and his/her designee.

Materials shall be reviewed based on legitimate educational concerns. Such concerns include: the material is or may be defamatory; the material is inappropriate based on the age, grade level and/or maturity of the reading audience; the material is poorly written, inadequately researched, biased or prejudiced; the material contains information that is not factual; the material is not free of racial, ethnic, religious or sexual bias; or the material contains advertising that violates public school laws, rules and/or policy, is deemed inappropriate for students or that the public might reasonably perceive to bear the sanction or approval of the district.

The school administration shall determine the distribution procedures. Such procedures may include:

1. Distribution to each student before or after class if materials are not directly related to the instructional goals;
2. Availability of the materials in a specified location if this procedure is deemed less disruptive to the educational process; or
3. Solicitation of school-related groups such as parent organizations to distribute materials.

The practice of distributing pamphlets, booklets, flyers, brochures and other similar materials shall be periodically reviewed to ensure that the volume of requests is not disruptive to the educational process.

END OF POLICY

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### **Legal Reference(s):**

[ORS 332.107](#)

46 OR. ATTY. GEN. OP. 239 (1989)

### **Cross Reference(s):**

GBI - Gifts and Solicitations