

Helix School District 1R

Code: **KJA**
Adopted: 1/8/97
Orig. Code(s): None

Materials Distribution**

Requests by individuals or groups to distribute pamphlets, booklets, flyers, brochures and other similar materials to students for classroom use or to take home shall be submitted to the school administration office. Materials themselves as well as the proposed method of distribution shall be subject to review and may only be distributed after receiving the approval of the superintendent/principal.

Materials shall be reviewed and may be rejected based on legitimate educational concerns. Such concerns include:

1. The material is or may be defamatory;
2. The material is inappropriate based on the age, grade level and/or maturity of the reading audience;
3. The material is poorly written, inadequately researched, biased or prejudiced;
4. The material contains information which is not factual;
5. The material is not free of racial, ethnic, religious or sexual bias; or
6. The material contains advertising that violates public school laws, rules and/or policy and is deemed inappropriate for students or that the public might reasonably perceive to bear the sanction or approval of the District.

The superintendent/principal shall determine 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. Notification to students or parents of the availability of the materials in a specified location if this procedure is deemed less disruptive to the educational process;
3. Inclusion of materials in a direct mailing; or
4. Solicitation of school related groups such as parent organizations to disseminate materials.

The practice of distribution pamphlets, booklets, flyers, brochures and other similar materials shall be periodically reviewed to ensure that the mere volume of requests have not become an interruption to the educational process.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

46 Op Atty Gen 239 (1989).