

Milton Town School District

Policy

H4: DISTRIBUTION OF NON-SCHOOL SPONSORED LITERATURE

The Milton Town School District (MTSD) Board of School Trustees wishes to promote positive relationships with the community in order to enhance community support and involvement in the district's schools. It is therefore the policy of the MTSD to allow limited distribution of non-school sponsored literature on school grounds or at school events by community members or district employees acting on their own behalf or on behalf of a community group. Accordingly, the Superintendent may permit the distribution of non-school sponsored literature without discrimination as to the viewpoint of the literature in accordance with this policy.

Non-school sponsored literature means any printed, written, or electronic materials prepared by non-school organizations, groups or individuals for posting or general distribution that are not prepared as a part of the curricular or approved extracurricular programs of the district. It also includes materials prepared by district employees acting on their own behalf or on behalf of a community group. Non-school sponsored materials includes such things as fliers, invitations, announcements, pamphlets, posters, photographs, pictures, films, audio recordings, digital media recordings, and electronic messages.

Distribution means handing non-school literature to others on school property or during school-sponsored events; posting on school property such as walls, bulletin boards, and district web-sites; placing upon desks, tables, on or in lockers; making available in school offices; delivered with or via classroom or school newsletters; or engaging in any other manner of delivery of non-school sponsored literature to others while on school property or during school functions.

This policy prohibits the distribution of literature that:

- a) Is libelous, defamatory, obscene, lewd, vulgar, or profane;
- b) Violates federal, state or local laws;
- c) Advocates the use or availability of materials or services that are illegal or inconsistent with school objectives, including but not limited to materials or advertisements for tobacco, alcohol, intoxicants, illegal drugs, and movies or products unsuitable for children;
- d) Incites violence, unlawful acts or the violation of Board policies or school rules;
- e) Interferes with or advocates interference with the rights of any individual or the orderly operation of the schools and their programs;
- f) Promotes any particular political interest, candidate, party or ballot measure, unless such materials are being distributed at a forum in which candidates or advocates from all sides are presenting their views to the students during school hours;
- g) Discriminates against, attacks or denigrates any group on account of any unlawful consideration; or
- h) Solicits funds or services for an organization, with the exception of solicitations authorized in Board policy e.g. Policy E106: Fundraising to Support School Programs.

The Board recognizes that many worthwhile organizations seek to inform the school community of events and activities of interest to children. District resources must however be directed toward providing the highest quality educational program to all students. Since the distribution of

non-school sponsored literature with or via classroom or school newsletters requires district resources, clerical support and/or teacher time, such distribution is further limited to:

- a) Joint-use partners as established in a memo of understanding (literature content must be focused on the joint-use partner's program for youth conducted for district students);
- b) Contracted programs (e.g. district grants) approved by the Board (literature content must be focused on contracted programs conducted primarily on district campuses for district students);
- c) Parent-teacher organization promotion of school site-related events, activities, and programs (not the events of other agencies or organizations);
- d) Governmental organizations such as the Milton Police Department, Milton Fire Department, or Milton Recreation Department that wish to distribute materials pertaining to student and community health, safety or education.

Any non-school sponsored literature to be distributed with or via classroom or school newsletters must be translated, copied, and bundled according to school specifications, or it will be rejected.

All non-school sponsored literature intended for distribution on school property or at school-sponsored events shall be submitted to the superintendent or his designee two weeks in advance for prior review as to the following:

- a) to confirm that the literature includes the name of the person or organization sponsoring the distribution and their contact information, and that there is no implication that the literature is endorsed by the school district, and
- b) to confirm that the literature does not fall in one of the prohibited categories listed above.

Prior review of literature is not required when the non-school sponsored literature is distributed by an attendee to other attendees at a meeting intended for adults held after school hours.

The Superintendent or designee also may consider the educational value of the literature, the age or maturity of students in the intended audience, and whether the literature supports the basic educational mission of the district, directly benefit the students or are of intrinsic value to the students or their parents/guardians.

The superintendent may place reasonable time, place, and manner restrictions on the distribution of non-school sponsored literature.

Non-school sponsored literature may not be used during instructional time or school-sponsored activities unless it is of educational value to the school program, benefits district students or the school community, and is factually accurate.

Notwithstanding anything in this policy, the school district may adopt more restrictive rules for signs or messages on school property that bears the school imprimatur due to their location. For example, the school district may restrict the content of messages on advertising displayed on baseball field fences or brick pavers in walkways if advertising space is sold in those locations to raise money for the school district. Selling advertising in that way does not create a public forum in those locations.

Date Warned: 02/07/11

Date Adopted: 04/25/11