

# KHC Distribution of Non-School Materials

## FILE: KHC

### DISTRIBUTION OF NON-SCHOOL MATERIALS

The Board wishes to minimize intrusions on the teaching and learning time of students and staff. While there are many worthy activities in the communities served by Regional School Unit 1 that are sponsored by various non-profit organizations, the Board believes that students should not be used to distribute or carry home flyers, brochures, or other materials that are not directly related to school programs, school curriculum, or school-related activities.

Only the following materials may be distributed to students to be carried home:

- A. Communications from the Board, Superintendent, school administrators, and school staff such as newsletters, letters to parents, announcements of meetings or events, school forms, and classroom information;
- B. Information and notices concerning school-sponsored activities and programs for students and/or parents;
- C. Information and notices concerning activities and programs offered by groups affiliated with RSU 1 schools, such as parent-teacher organizations and booster groups; and
- D. Information and notices from municipal (e.g., Recreation Department, etc.), state and federal agencies concerning programs available to students.

To minimize disruption to classes, the building principal may limit the frequency with which non-school materials may be sent home with students.

### POSTING OF NON-PROFIT/COMMUNITY MATERIALS

Materials that interfere with the instructional process or the operations of the schools, that are lewd or obscene, libelous, that are discriminatory or infringe upon the rights of others, promote illegal activities or are in violation of any Board policy will not be posted.

Community materials may not be posted without the prior approval of the building principal.

Outside organizations are not authorized to directly distribute promotional materials to students or to their parents/guardians on school grounds.

Outside organizations that wish to distribute promotional material at RSU 1 schools must send a sample of the material to the Superintendent electronically. The name, address, and telephone number of the organization, along with the name of a contact person, must accompany the sample of the promotional material. Outside organizations which are non-profit or tax-exempt and are run as a "business" may not distribute materials to students as this is considered advertising.

The Superintendent/Designee retains the discretion, on a case-by-case basis, to approve the distribution of any materials from all groups concerning activities/programs that directly enhance the educational goals of the schools and are designed to benefit students. The Superintendent's/Designee's decision in each case shall be final.

Cross-Reference: KHB -- Advertising in Schools

KHA -- Public Solicitation in the Schools

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