



Book	Policy Manual
Section	900 Community
Title	Nonschool Organizations/Groups/Individuals
Code	913.4 - NEW POLICY
Status	DRAFT - Under Construction
Last Reviewed	August 5, 2019

### **Purpose**

**The Board recognizes that nonschool organizations, groups, and individuals may wish to utilize the District as a means to engage the school community in activities and/or to distribute or post nonschool materials. The Board directs that requests for such utilization from nonschool organizations, groups, or individuals shall be governed by this policy.**

**Activities or school-related information and materials from nonschool organizations, groups, and individuals that are integrated with or presented as a part of the District's curriculum or an approved school event or student organization are approved and governed by Board policies related to curriculum and student activities, and are not governed by this policy.[2][3][4]**

**Requests from students to personally distribute or post materials shall be governed by Policy 220 - Student Expression/Distribution and Posting of Materials.[1]**

### **Authority**

**The Board recognizes that the school community may benefit from receiving information from nonschool organizations, groups, and individuals, provided the distribution and posting of such information does not interfere with the educational program of the schools. The District's primary responsibility shall be to maintain a safe and orderly school environment and to protect the rights of all members of the school community.**

**The Board prohibits advertisement or promotion by nonschool organizations, groups or individuals during instructional time or at school-sponsored locations or activities not otherwise open to nonschool organizations, groups, or individuals.[5][6]**

**The Board directs that the review and consideration of any activities or nonschool materials requested under this policy shall not discriminate on the basis of content or viewpoint.**

### **Definitions**

**Nonschool organizations, groups, or individuals shall mean those entities that are not part of the school program, school-sponsored activities, or organized pursuant to the**

**Pennsylvania School Code or Board policy. When employees or Board members act on behalf of a nonschool organization or group, or on their own behalf, this policy applies to them. Students are governed by a separate and distinct Board policy regarding student expression and distribution and posting of materials.[1]**

**Nonschool materials shall mean any printed, technological, or written materials prepared by nonschool 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, including but not limited to, fliers, invitations, announcements, pamphlets, posters, Internet bulletin boards, nonschool organization websites, and the like.**

**Distribution shall mean issuing nonschool materials to others on school property or during school-sponsored events; placing upon desks, tables, on or in lockers; or engaging in any other manner of delivery of nonschool materials to others while on school property or during school functions.**

**Posting shall mean publicly displaying nonschool materials on school property or at school-sponsored events, including but not limited to affixing such materials to walls, doors, bulletin boards, easels, the outside of lockers, on District-sponsored websites, through other District-owned technology, and the like.**

**Prohibited activities and materials shall mean activities and materials that:**

- 1. Violate federal, state, or local laws, Board policy or District rules or regulations.**
- 2. Are libelous, defamatory, obscene, lewd, vulgar, or profane.**
- 3. Advocate the use or advertise the availability of any substance or material that may reasonably be believed to constitute a direct and serious danger to the health or welfare of students, such as tobacco/nicotine, alcohol, or illegal drugs.**
- 4. Incite violence, advocate use of force, or threaten serious harm to the school or community.**
- 5. Are likely to or does substantially disrupt the educational process, such as school activities, school work, or discipline, as well as safety and order on school property or at school functions.**
- 6. Interfere with, or advocate interference with, the rights of any individual or the safe and orderly operation of the schools and their programs.**
- 7. Violate District procedures on time, place, and manner for posting and distribution of otherwise protected expression.**

### **Delegation of Responsibility**

**The Superintendent or designee shall review all nonschool materials submitted by nonschool organizations, groups, and individuals and post approved materials to the designated area on the District website.**

### **Guidelines**

#### **Nonschool Materials**

**The Board requires that nonschool organizations, groups, or individuals who wish to distribute or post nonschool materials submit them to the Community Relations Coordinator via email at least five (5) school days in advance of the posting time and include a copy of the material to be posted.**

**If the Community Relations Coordinator approves the submitted nonschool materials, the nonschool organization, group, or individual shall comply with Board policy and the District's time, manner, and place restrictions for distribution and posting of materials.**

**Materials submitted by nonschool organizations, groups, or individuals may only be posted on the designated area of the District's website.**

### **Nonschool Activities**

**Activities sponsored by nonschool organizations, groups, or individuals shall not occur during instructional time or school-sponsored activities.**

**Requests by nonschool organizations, groups, or individuals to invite or promote student participation in nonschool activities shall comply with Board policy on distribution and posting of materials.**

### **Fundraising**

**Where activities or materials otherwise comply with this policy, fundraising activities may be announced.**

**Directory information for students or staff members will not be released to nonschool organizations, groups, or individuals that seek this information for the purpose of fundraising.[8]**

### **Travel Services/Foreign Trips**

**Solicitation and sale of travel services for foreign trips to students may be permitted with the approval of the Board.**

**Sellers of travel services to students must meet the following criteria:**

- 1. Belong to an association of certified sellers of travel.**
- 2. Provide proof of insurance.**
- 3. Submit references.**
- 4. Provide proof of a performance bond.**
- 5. Include in all information provided to students and parents/guardians that use of tobacco/nicotine, alcohol, and controlled substances will be prohibited.**
- 6. Include in all information provided to students and parents/guardians that the activity is not a school-sponsored event.**

Legal

1. Pol. 220
2. Pol. 105
3. Pol. 122
4. Pol. 230
5. 24 P.S. 510
6. 24 P.S. 511
7. 24 P.S. 775
8. Pol. 216
- 24 P.S. 779
- Pol. 907