

**Policy Statement #1047 (Administration) of the Board of Education  
Regarding Display and Distribution of Materials**

I. Purpose

- A. To control the time, place, and manner for the display and distribution of printed and electronic informational materials on school property

II. Definitions

- A. Informational material - includes, but is not limited to, materials sent home with students, information published in school newsletters, information sent to subscribers of school email notification lists, materials displayed on school property, materials distributed at open houses and other school-related activities; and advertising for school-related fundraising.
- B. Limited public forum –limiting the subject matter and class of speaker on school property.
- C. Outside entities – individuals; profit and non-profit agencies; companies; corporations; or organizations; other than federal, state, or local governmental entities; not affiliated with Calvert County Public Schools
- D. School property - Any Calvert County Public Schools (CCPS) building and/or grounds, any CCPS leased or owned vehicles, and vehicles contracted for official school business.

III. Policy Statement

- A. The Board of Education believes that to achieve its vision and mission, policies must support learning environments which are safe, secure, and, to the greatest extent possible, free from disruption. It is also necessary that learning and administrative structures, processes, and procedures maximize the time employees devote to teaching and supporting student learning.
- B. The Board also believes that collaboration with parents and the broader community is an essential component in achieving these goals.
- C. To support these beliefs, the Board will maintain a limited public forum for the display and distribution of informational materials on school property by establishing an approval process for the display and distribution of print and electronic informational materials, defining what constitutes appropriate content for informational materials approved for display and distribution, and articulating the time, place, and manner for approved display and distribution.
- D. Informational materials for outside entities, other than materials for school-related fundraising, approved for display, distribution, posting, and stacking should include a disclaimer stating, “These events and activities are not sponsored by the Calvert County Board of Education or Calvert County Public Schools. We provide equal opportunities to

outside agencies to distribute materials that offer opportunities to students and/or their parents, but that permission should not be considered a recommendation or endorsement by the school district.”

IV. Delegation of Authority

- A. The Board of Education directs the Superintendent of Schools to develop administrative procedures to implement this policy in accordance with all local policies and local, state and federal laws and regulations and to communicate this policy and accompanying procedures to all relevant parties.

V. Exceptions

- A. There are no exceptions to this policy. However, the Board, by majority vote, may temporarily suspend all or part of this policy. Suspension of all or part of this policy, however, in no way relieves the Board of its obligation to comply with the pertinent local, state and federal laws and regulations or the rules and regulations of the Maryland State Board of Education and the Maryland State Department of Education.

VI. Review

- A. This policy will be reviewed at the end of three years, or sooner, if approved by majority vote of the Board of Education in public session.

VII. Effective Date

- A. This policy is effective September 14, 2023.

Citations

State Law: §§ 8-701-705, §§ 8-714-722, and §§ 8-725-737 of the Transportation Article of the Annotated Code of Maryland

State Reg.: COMAR 11.19.01.10

Federal Law: First Amendment of the United States Constitution

Adm. Reg.:

Neg. Agr.:

Other Citation: §8 of Article 6 of the Calvert County Zoning Ordinance

Related Policies

2718 Responsible and Appropriate Use of Computer Systems and Other Electronic Communication Media