



Book	Policies & Procedures
Section	7000: Students
Title	DISTRIBUTION OF INFORMATION AND MATERIALS TO AND BY STUDENTS
Number	7220
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Adopted	July 11, 1994
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It is the policy of the board of Education that students, school personnel, and school facilities may not be used in any manner for advertising, selling, fund raising, or promoting the interests of any non-school agency, organization, or individual without the prior written approval of the superintendent or the superintendent's designee(s).

The purpose of this policy is to provide for the exercise of the right to distribute information to or by Moore School District students and patrons and at the same time to inform Moore School District students and patrons of the conditions which the Moore School District's Board of Education deem essential to prevent interference with the mission of the District.

Requests for schools to use or distribute materials must be submitted to the superintendent's office. The superintendent or designee(s) will determine whether acceptance of the material will contribute in a meaningful way to the educational program of the school. The educational program of the school is understood to include instruction, extracurricular activities, athletics, assemblies, and other similar activities carried out in accordance with the written mission and class/program offerings of the school.

Announcements of events sponsored by non-school and or non-profit community organizations that have worthwhile activities for children must meet the criteria listed above. Community for this purpose is defined as an activity or event sponsored by an institution of higher education that serves as a part of the educational community or events and activities carried out within the boundaries of the district which contribute in a meaningful way to the educational programs of the school (as defined above).

Commercial materials will not be distributed through the school unless they are of benefit to the overall educational program of the school and are approved by the superintendent or designee(s). These materials include but are not limited to, equipment, supplies, printed matter, logos, slogans, trademarks, symbols, individuals and programs which are recognizable as representing a commercial firm, product or service.

Any plans by an organization for distribution of materials or publications which would involve students in any manner must have the prior approval of the superintendent or designee(s).

Non-school related information notices, literature, or communications in any form may not be distributed through the schools without prior written approval of the superintendent or his/her designee(s). Written approval will only be given when the definitions and provisions of this policy are met.

An electronic copy of each issue of any publication or other printed material must be submitted to the superintendent or designee(s) who may take three (3) school working days, exclusive of the day of request and the day of the activity, for the purpose of reviewing such publication or material before its general distribution. If in the opinion of the superintendent or designee(s), the publication contains libelous or obscene language or art, advocates illegal action or disobedience, or contains material which encourages disruptive behavior, the superintendent or designee(s) shall notify the individual or sponsors of the publication that it cannot be published. Materials for publication or distribution must meet all provisions cited earlier. If approved, the place and time for distribution shall be established by the superintendent or designee(s). The publication must contain the names of the individual contributor, editors, and or publishers.

Will be electronically displayed on the school's webpage and electronically distributed by email.

The Board reserves the use of school time, personnel, and resources to conduct the district's curricular and activity programs. Fee paid advertising is subject to approval but is permitted in school newspapers, yearbooks, athletic programs, and or athletic facility billboards.