



Material Distribution Request Partnership Checklist

Entities working in an officially-recognized partnership with Westerville City Schools will be given the opportunity to distribute informational materials home with students, providing that the materials do not violate Board policies or the law and are related to activities, opportunities or information pertaining to the partnership itself.

For the purposes of distributing informational materials home with students, a business or organization is considered to be working in an officially-recognized partnership with Westerville City Schools if any of the following apply:

- The requesting organization is partnering with the Westerville City School District through the Westerville Area Chamber of Commerce's Adopt-a-School program.
- The requesting organization is confirmed by the administration of a school or department within the Westerville City Schools to be partnering with them on a project or fundraiser to benefit the school, department or district.
- The requesting organization is making an opportunity or offer uniquely available to a school or department within the Westerville City Schools and/or the Westerville City School District community as a whole; the same opportunity or offer is not being extended to other school districts or communities.
- The requesting organization is working with one or more of the identified groups allowed access to backpack distribution, and together they are making an opportunity or offer uniquely available to a school or department within the Westerville City Schools and/or the Westerville City School District community as a whole; the same opportunity or offer is not being extended to other school districts or communities.