

PROCEDURES - DISTRIBUTION OF MATERIALS

4321P

Nonprofit organizations and government entities in Thurston County must submit information about activities for students held in Thurston County to the Community Relations Department to be considered for publication on the District Web site as community e-fliers.

The Community Relations Department will publish its approval process for the posting of e-fliers on the District Web site and will verify that submitting organizations have valid nonprofit status. In order to be considered for posting, the flier must:

- promote the academic, vocational, or social/civil/cultural growth of students;
- contain an express disclaimer (below) that the school and the school district do not endorse or sponsor the organization promoting the activity;
- be screened for the appropriateness of its content, and may not contain any proselytizing language;
- be made available in designated quantities for students who do not have web access; and
- prominently display scholarship availability, name and contact information

All materials and activities must be consistent with North Thurston Public Schools policies and federal and state law. Materials or promotions will be prohibited in the District or in the schools if they:

- a. Promote the use of illicit drugs, alcohol, tobacco, or firearms;
- b. Promote hostility, disorder, or violence;
- c. Contain language that is intimidating, demeaning, harassing or threatening on the basis of race, religion, color, national origin or ancestry, sex, gender identity, sexual orientation, age, disability, marital or veteran status, including, but not limited to, racial, sexual, or ethnic slurs;
- d. Are libelous;
- e. Proselytize or disparage any religion;
- f. Promote or oppose any political candidate or ballot proposition;
- g. Are obscene, lewd or vulgar;
- h. Inhibit the functioning of any school; or
- i. Promote commercial enterprises

Community e-fliers must contain the following disclaimer: This is NOT a school-sponsored activity. The North Thurston Public Schools has neither reviewed nor approved the sponsoring organization or its program, personnel, and activities announced in this flier. The sponsoring organization and participants agree to protect, indemnify, and hold harmless the District, its board of directors, employees, and agents, from any and all claims, liabilities, damages, expenses or rights of action, directly or indirectly attributed to the organization, or its program, personnel and activities. Permission to distribute this flier should not be considered an endorsement or recommendation of the program by the District.

North Thurston Public Schools supports an environmentally friendly online materials distribution process for nonprofit organizations that reduces waste, saves district staff time and eliminates paper costs for nonprofit organizations. Information on how to submit a flyer for approval can be found on the district website.

Community organizations and government entities which approach individual schools with requests to distribute materials to students will be directed to the Community Relations Department.

Schools with available space and resources to do so, have the option to allow equal access for District-approved paper fliers, on available unmanned information tables as space permits. Such requests to leave pre-approved materials must be approved by the principal or designee.

The principal must verify with the Community Relations Department that each organization leaving fliers on available tables is an approved nonprofit organization and that the particular flier has been screened and approved.

Inclusion of such information tables shall not impede or detract from the school's intended program. Principals who approve requests by organizations/entities to leave fliers for a particular event are authorized to limit tables and fliers to space available.

The Superintendent or designee has the authority to deny any requests if it may create a potential for public controversy, a potential for incurring any District financial obligation, or is otherwise determined to be not in the best interest of the District.

Implemented:	May 21, 2007	North Thurston Board of Directors
Reviewed:	October 22, 2009 June 27, 2011 June 24, 2015	North Thurston Public Schools