

Regulation

COMMUNITY RELATIONS

1302.1

PUBLIC SOLICITATIONS OR ADVERTISING IN THE SCHOOLS

I. Prohibited Conduct

Distribution or posting of materials on school property without the prior written approval of the Waterville Central School District (the District) authorities in accordance with this regulation is prohibited.

II. Definition

- A. “Materials” includes items which communicate a message in written, printed, audiovisual, computer software, or other format, or any goods or products.
- B. “Distribution” means handbilling, leafleting, posting or any similar dissemination of materials. The terms do not include a professional educator’s distribution of curriculum-related items to his/her students and/or their parents or guardians. The term does not include any organization’s distribution of materials to the attendees at its meeting where use of District property for that meeting has been approved in accordance with section 414 of the Education Law and/or the Equal Access Act. (20 U.S.C. Section 4071)
- C. “School property” includes land, buildings and vehicles owned or leased by the District.

III. Procedures for Requesting Approval

- A. Persons seeking to distribute materials on school property must apply to the Superintendent or his/her designee for approval prior to distributing the materials. Any forms required for a request will be provided to the application. The applicant must agree to clean up any discarded materials left. Within three (3) school days the applicant will be notified in writing whether the request is approved or denied.
- B. If the request is denied, the applicant may appeal to the Board of Education (the Board) within five (5) school days. The Board will consider and decide the appeal at its next regular meeting. The requester will be informed in writing whether the request is approved or denied.
- C. Requests and appeals will be decided using the standards in Part IV of this Regulation.

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- A. A request for approval of distribution of materials on school property will be denied unless it has an educational purpose related to the curriculum or extra-curricular activities, or a cultural charitable, civic or recreational purpose, or is required by the Equal Access Act (20 U.S.C. Section 4071)
- B. Requests for approval of distribution of materials on school property will be denied if the materials and/or proposed manner of distribution entail any of the following:
 - 1. Any material or manner of distribution which creates a likelihood of disruption to school programs, activities or discipline; violence or disorder; injury to person or property; threat to health or safety; or invasion of the rights of others;
 - 2. Any material or manner of distribution which is obscene, lewd, indecent or vulgar to minors;
 - 3. Any material which is libelous;
 - 4. Any material which has the primary purpose of advertising or promoting the purchase of any product or service which has no school purpose.
 - 5. Any material which has the primary purpose of soliciting charitable donations from students; or
 - 6. Any material or manner of distribution which violates any the District policy or regulation.
- C. Both the content and manner of distribution of materials which are issued by the District or could be reasonably viewed as such, which are distributed as part of the educational program or other activities of the District, or which are distributed by the District employees in the course of their official duties, or could be reasonably viewed as such, are subject to regulations by the District officials. No material shall be distributed which falsely purports to be issued or endorsed by the District, or which falsely implies to a reasonable person that it is issued or endorsed by the District.

V. Time, Place and Manner of Distribution of Materials

- A. All persons distributing materials on school property must comply with these rules concerning the time, place and manner of distribution of materials.

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- B. Materials may not be distributed inside school buildings except at tables, bulletin boards and/or other locations designated for that purpose by the District. District sponsored organizations shall distribute materials only at tables, bulletin boards and/or other locations designated for that purpose by the District.
- C. Materials may not be distributed at the time and place of a school activity if such distribution is likely to disrupt the activity, or the materials are unrelated to the activity.
- D. The distribution of materials may not be done in such a manner as to block the safe flow of traffic of persons or vehicles.
- E. Ordinarily, distribution should take place at times when classes are not in session.
- F. Ordinarily, distribution should take place at tables set up in specified areas, or on particular sidewalks designated by the Superintendent.
- G. Ordinarily, no more than three (3) persons shall be engaged in distribution.
- H. At the time that permission for distribution of any materials is granted, the Superintendent will designate the bulletin board(s), table(s) and/or other location on school property where the distribution may take place in a manner consistent with the above guidelines.

VI. Enforcement and Penalties

- A. Violations of this Regulation will be enforced in accordance with the Code of Conduct.

Legal Ref: NYS Education Law § 414; Equal Access Act § 4071

Approved by Superintendent: 12/13/13, 01/08/19, 04/27/21