

SCHOOL BOARD ADMINISTRATIVE RULE
School District of Holmen
Holmen, WI 54636

FILE: 850
COMMUNITY

DISTRIBUTION OF MATERIALS ON SCHOOL PREMISES

Philosophical Foundation:

The School District of Holmen (District) preserves the privacy of staff and students as well as the safe and orderly operation of school activities. Therefore, any printed materials, questionnaires, business promotions, banners, and/or other materials from District and non-school related groups and organizations or individuals must be first reviewed by the District Administrator and/or designee. Permission must be obtained by completing the Distribution of Materials Form. If the materials are approved, the District Administrator and/or designee will determine how the information is disseminated.

The District has implemented a “green” approach for distributing materials and favors the online distribution of information, via the Virtual Backpack web page, versus paper. Requests to distribute paper materials, made by using the Distribution of Materials form available on the district’s website under Community/Partners tab, will be considered on a case-by-case basis, and exceptions allowed when deemed appropriate (e.g. District issued).

The District does not discriminate on the basis of age, race, creed, color, disability, pregnancy, marital or parental status, religion, sex, citizenship, national origin, ancestry, socioeconomic status, sexual orientation, gender identity, gender expression, or gender nonconformity.

Administrative Rule Provisions:

The District is committed to providing free and open access to informational, educational, recreational, and cultural resources for staff, students, and parents. However, to balance and preserve the privacy of its stakeholders, the following guidelines will be followed:

- Distribution of marketing materials shall be classified as either internal requests or external requests.
- Generally, an item having a public information purpose from non-profit or for profit organizations, will be approved, if it provides:
 - i) information regarding an organization or activity involving student participation or that supports the operation of the District;
 - ii) information regarding educational and recreational opportunities available to students;
 - iii) information regarding fundraising opportunities that benefit the District or other individuals or organizations;
 - iv) information regarding opportunities for students sponsored by the armed services or a governmental entity;

- Religious and political materials are permissible only to promote one-time, special events, open to the public. Materials that have the primary effect to promote a single point of view or endorse political platforms or campaign candidates or solicit membership will not be approved.
- The District Administrator and/or designee may deny the distribution of materials on District grounds or electronic domain, or at school sponsored events, for any other valid legal reason including, but not limited to:
 - i) Material that is primarily of a commercial nature, including material that primarily seeks to advertise products or services of outside businesses;
 - ii) Material that is insulting or violates the rights of others, including material that is libelous, invades the privacy of others, infringes on a copyright or is in any way prohibited by state or federal law;
 - iii) Material that is socially inappropriate or inappropriate due to the maturity level of the students, including material that is obscene, pornographic, lewd, vulgar, indecent or insulting to any group or individual;
 - iv) Material that may incite a person/people to commit illegal acts or violate Board policy;
 - v) Material that is likely to cause substantial disruption or interferes with the orderly operation and discipline of the District, school or school activities.
- Permission to distribute non-school related materials does not constitute an endorsement of an activity, person, organization or the subject matter of the material by the District or any of its officials, agents or employees.

Legal Ref.: Wisconsin Statutes Section: 118.12(1) Promotions in the schools

Cross Ref.: 853 Commercialism in School
840 Public Gifts to Schools
881 Partnership with Businesses

Approved: March 24, 2003

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