

DISTRIBUTION OF NONSCHOOL SPONSORED MATERIAL

BARABOO SCHOOL BOARD POLICY

852

There are a great many worthy undertakings in the School District of Baraboo which understandably deserve public support. It is the policy of the Board to only send home with students certain non-school related information regarding community activities/programs that are for public school-age students if the person requesting to send the information home through the schools follows the procedure for the distribution of the material and the distribution does not interfere with classroom instruction. Failure to meet any of the specific requirements will result in the non-school related materials not being distributed through the schools.

Requests for the distribution of non-school related materials shall be submitted to the District Administrator or his/her designee and must meet the following criteria:

1. The program/activity must serve preK-12 public school-age children/families.
2. The community program/activity does not include any activity, product or service that is generally open to the public at large as an income-generating or for-profit business activity and that is generally not specific to public school-age students, including those being offered at special rates or discounts (including "student is free" offers) to attract or advertise to school-age customers/consumers and their families (e.g., restaurants, hotels, entertainment venues, etc.).
3. The program/activity does not violate the law.
4. The program/activity must be considered appropriate as determined by the District Administrator or his/her designee.
5. The materials requested to be distributed are not being provided for the purpose of recruiting current School District of Baraboo students to attend a non-School District of Baraboo school/educational program/activity that occurs during regular school hours during the school year.
6. All materials must include a contact telephone number for District staff and parents to obtain additional information.
7. All material intended for distribution must include the following disclaimer:

This is not a school-sponsored activity and the Baraboo School District does not fund or endorse this program/activity.

8. If requested by the District, the materials shall be sorted in appropriate bundles for distribution.
9. Three weeks advance notification prior to distribution is recommended for completion of the approval process.

LEGAL REF.: Section 118.12, Wisconsin Statutes
Wisconsin Constitution, Article I

CROSS REF.: 522.5 Political Activities by Staff
851 Advertising/Promotion in Schools

ADOPTED: September 27, 1993

REVISED: February 14, 2005
November 11, 2013
November 24, 2014