

Book	Policy Manual
Section	900 Community
Title	Relations With Civic or Special Interest Groups
Number	913
Status	Active
Adopted	October 26, 2000
Last Revised	August 27, 2020

Purpose

This policy only applies to requests from nonschool organizations, groups and individuals. Requests from students to personally distribute or post materials is governed by Policy 220 - Student Expression/Distribution and Posting of Materials.[1]

The Board recognizes that nonschool organizations, groups and individuals may wish to utilize the district as a means to engage the school community in activities and/or to distribute or post nonschool materials. The Board directs that requests for such utilization from nonschool organizations, groups or individuals shall be governed by this policy.

Any requests from civic organizations or special interest groups which involve such activities as patriotic functions, contests, exhibits, sales of products to or by students, sending promotional materials home with students, graduation prizes or fundraising must be examined to insure that such activities promote student interests primarily, rather than the special interests of any particular group.

Activities or school-related information and materials from nonschool organizations, groups and individuals that are integrated with or presented as a part of the district's curriculum or an approved school event or student organization are approved and governed by Board policies related to curriculum and student activities, and are not governed by this policy.[2][3][4]

Authority

It is the policy of the Board of School Directors ("Board") of Springfield School District ("District") that District facilities be used in accordance with the guidelines established in Policy No. 707, Use of School Facilities.[5]

The Board recognizes that the school community may benefit from receiving information from nonschool organizations, groups and individuals, provided the distribution and posting of such information does not interfere with the educational program of the schools. The district's primary responsibility shall be to maintain a safe and orderly school environment and to protect the rights of all members of the school community.

Definitions

Nonschool organizations, groups or individuals shall mean those entities that are not part of the school program, school-sponsored activities, or organized pursuant to the Pennsylvania School Code or Board policy. When employees or Board members act on behalf of a nonschool organization or group, or on their own behalf, this policy applies to them. Students are governed by a separate and distinct Board policy regarding student expression and distribution and posting of materials.[1]

Nonschool materials shall mean any printed, technological or written materials prepared by nonschool organizations, groups or individuals for posting or general distribution that are not prepared as a part of the curricular or approved extracurricular programs of the district, including but not limited to, fliers, invitations, announcements, pamphlets, posters, Internet bulletin boards, nonschool organization websites and the like.

Distribution shall mean issuing nonschool materials to others on school property or during school-sponsored events; placing upon desks, tables, on or in lockers; or engaging in any other manner of delivery of nonschool materials to others while on school property or during school functions.

Posting shall mean publicly displaying nonschool materials on school property or at school-sponsored events, including but not limited to affixing such materials to walls, doors, bulletin boards, easels, the outside of lockers, on district-sponsored websites, through other district-owned technology and the like.

Prohibited activities and materials shall mean activities and materials that:

1. Violate federal, state or local laws, Board policy or district rules or regulations.
2. Are libelous, defamatory, obscene, lewd, vulgar or profane.
3. Advocate the use or advertise the availability of any substance or material that may reasonably be believed to constitute a direct and serious danger to the health or welfare of students, such as tobacco/nicotine, alcohol or illegal drugs.
4. Incite violence, advocate use of force or threaten serious harm to the school or community.
5. Are likely to or do materially or substantially interfere with the educational process, such as school activities, school work, or discipline, as well as safety and order on school property or at school functions.
6. Interfere with, or advocate interference with, the rights of any individual or the safe and orderly operation of the schools and their programs.
7. Violate written district administrative regulations or procedures on time, place and manner for posting and distribution of otherwise protected expression.

The Board prohibits advertisement or promotion by nonschool organizations, groups or individuals during instructional time or at school-sponsored locations or activities not otherwise open to nonschool organizations, groups or individuals.[6][7]

Delegation of Responsibility

All materials or activities proposed by outside sources for student or staff use or participation shall be reviewed by the Superintendent or the Superintendent's designee on the basis of educational value to the total school program, benefit to pupils, advancement of the name, product or special interest of the proposing group, and factual accuracy.

Guidelines

Nonschool Materials

The Board requires that nonschool organizations, groups or individuals who wish to distribute or post nonschool materials on school property shall submit them to the Superintendent or designee.

If approval is granted by the Superintendent or designee, the nonschool organization, group or individual shall comply with Board policy and administrative regulations, and the district's time, manner and place restrictions for distribution and posting of materials.

Materials issued by nonschool organizations, groups or individuals shall not be distributed during instructional time or school-sponsored activities.

Nonschool Activities

Activities sponsored by nonschool organizations, groups or individuals shall not occur during instructional time or school-sponsored activities.

Requests by nonschool organizations, groups or individuals to invite or promote student participation in nonschool activities shall be made to the Superintendent or designee and shall comply with Board policy and administrative regulations on distribution and posting of materials.

Community Activities Involving Students

The Board recognizes the social and scholastic values that may be derived from student participation in various activities sponsored by community organizations, but specifies the following guidelines to prevent unreasonable demands on the time and energies of students and staff.

Requests for student participation in community sponsored activities must be made in writing to the Superintendent.

The school schedule may not be interrupted unless the majority of students in the school benefit from their participation.

The participating students may not leave the District unless the Board policy for field trips has been complied with.[8]

Fundraising

Any staff member wishing to solicit funds on school property or in the name of the District must receive permission to do so from the Board.[9]

Funds solicited for special purposes are not to be commingled with any regular or special accounts of the District.

Directory information for students or staff members will not be released to nonschool organizations, groups or individuals that seek this information for the purpose of fundraising.[10]

This policy does not apply to the raising of funds for District-sponsored activities. Staff members shall not release the names, addresses or telephone numbers of students or staff members to any outside individual or agency.

This policy does not apply to the raising of funds for District-sponsored activities. Staff members shall not release the names, addresses or telephone numbers of students or staff members to any outside individual or agency.

Dissemination of Literature/Materials

The schools of the District shall not be used to publish or disseminate literature or survey forms of partisan, sectarian, or political organizations of any kind.

Elected Official Appearance

The appearance of an elected official shall be non-partisan and related to government process. During school hours, no appearance shall occur thirty (30) days prior to an election.

Scholarships and Prizes

The Board is appreciative of the generosity of organizations which offer scholarships or prizes to deserving students in this district. But, in accepting the offer of such scholarships or prizes, the Board directs that these guidelines be observed:

1. No information shall be released from the student's record for the purpose of selecting a scholarship or prize winner without the permission of a student who is eighteen (18), or the parents of a student who is younger, in accordance with the Board's policy on student records. [10]
2. The type of scholarship or prize, and any restrictions pertaining thereto, shall be approved by the Board.
3. All pertinent information regarding the proposed award shall be submitted for the Superintendent's review in advance of the date on which the award is to be made by at least one (1) month.
4. The building principal, together with a committee of staff members designated by the principal, shall be involved in the selection of the recipient and, if agreeable to the sponsoring organization, the selection shall be left entirely to the principal and staff committee.
5. External school funding shall not be co-mingled with District funds.
6. The District reserves the right to reject a scholarship if it appears to be discriminatory.

DISCLAIMERS:

This policy is superseded by all current federal and state laws and mandates.

This online posting is an electronic copy from Springfield School District's manual of currently adopted policies. The policies on this site are for informational purposes only and do not reflect updating activities in progress. It may be used for information and reference purposes only regarding issues of concern. Certified date-stamped copies are available from the District Open Records Officer and are valid for issues of concern within two (2) weeks of the stamped date.

Legal	1. Pol. 220
	2. Pol. 105
	3. Pol. 122
	4. Pol. 230
	5. Pol. 707
	6. 24 P.S. 510
	7. 24 P.S. 511
	8. Pol. 121
	9. 24 P.S. 775
	10. Pol. 216
	24 P.S. 779
	Pol. 230
	Pol. 907