

Advertising and Distributing Information Procedure

A. Procedure for Non-School Materials

Schools are not a public forum for the distribution of non-school information. Except as specifically provided within this document, companies, organizations, and individuals from outside the school may not use the school facilities for the posting or distribution of flyers, advertisements, bulletins, newspapers, posters, coupons, or any other materials.

1. Governmental Publications

The posting or distribution of materials advertising community youth, recreational, or any other programs sponsored by governmental agencies (e.g. county recreation) is allowed for education related purposes. Administration shall determine the time, place, and manner for the distribution of the materials.

2. School Publications, school calendars, school newspapers, yearbooks, and other similar school publications may contain commercial advertising. All such printed advertising must be approved in advance by the school administration.

3. Elementary School Book Programs Flyers related to elementary school book programs (e.g. Troll Books, Weekly Readers, Scholastic, etc.) will be allowed at the discretion of school administration.

B. Prohibitions

1. Political Signs are prohibited on CRA property

2. Agents. No school employee shall advertise or act as an agent for any private business or organization during school hours or while on school property, except in connection with an approved school fund-raising project or an approved elementary school book program.

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