

**DISTRIBUTION OF NON--SCHOOL LITERATURE**

**Policy 504**

**1. DISTRIBUTION OF NON-SCHOOL LITERATURE PERMITTED**

Written or printed materials, handbills, photographs, pictures, films, tapes or other visual or auditory materials shall not be sold, circulated, distributed, or posted on any Lakes International Language Academy (“School”)

premises by any school employee or by persons or groups not associated with the school, except in accordance with this policy.

- a. The Director or Executive Director shall designate a location or means on a case-by-case basis by which non-school literature that is submitted and deemed appropriate for distribution, as provided in this policy, may be made available or distributed to students or others at the Director or Executive Director’s discretion.

**2. LIMITATIONS ON CONTENT**

Non-school literature shall not be distributed on District property if:

- a. The materials are obscene, vulgar, or otherwise inappropriate for the age and maturity of the audience.
- b. The materials endorse actions endangering the health or safety of students.
- c. The distribution of such materials would violate the intellectual property rights, privacy rights, or other rights of another person.
- d. The material contains defamatory statements about public figures or others.
- e. The materials advocate imminent lawless or disruptive action and are likely to incite or produce such action.
- f. The materials are hate literature or similar publications that scurrilously attack ethnic, religious, or racial groups or contain content aimed at creating hostility and violence; and the materials would materially and substantially interfere with school activities or the rights of others.
- g. There is reasonable cause to believe that distribution of the non-school literature would result in material and substantial interference with school activities or the rights of others.

**3. PRIOR REVIEW**

All non-school literature intended for distribution to multiple recipients on school premises under this policy shall be submitted to the Executive Director or designee for prior review in accordance with the following:

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- a. Materials shall include the name of the organization or person sponsoring the distribution.
- b. Using the standards found in this policy at LIMITATIONS ON CONTENT (see #2 above), the Director or designee appointed by the director, shall approve or reject submitted materials within two school days of the time the materials were received.

ADOPTED: August 15, 2005

AMENDED: 15Mar12