

# SENECA VALLEY SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: RELATIONS WITH  
SPECIAL INTEREST GROUPS

ADOPTED:

REVISED: March 12, 2007

913. RELATIONS WITH SPECIAL INTEREST GROUPS	
1. Purpose	Any requests from civic organizations or special interest groups which involve such activities as patriotic functions, contests, exhibits, scholarships, fundraising, or disseminating/posting literature/materials must be examined to ensure that such activities primarily promote student interests, rather than the special interests of any particular group.
2. Authority SC 775 Pol. 707	<p>It is the policy of the Board that district facilities be used in accordance with the guidelines established in Board policy.</p> <p>The Board prohibits the use of students and staff members for advertising or promoting nonschool organizations.</p>
3. Delegation of Responsibility	All materials or activities proposed by outside sources for use by, participation in, or distribution/posting to students or staff members shall be subject to prior review by the Superintendent or designee on the basis of educational value to the school program, benefit to students and compliance with Board policy.
4. Guidelines	<p><u>Community Activities Involving Students</u></p> <p>The Board recognizes the social and educational values that may be derived from student participation in various activities sponsored by community organizations but specifies that unreasonable demands on the time and energies of students and staff be prevented.</p> <p>Requests for student participation in community sponsored activities must be made in writing to the building principal.</p> <p>The school schedule may not be interrupted unless the majority of students in the school benefit from participation.</p> <p>Participating students may not leave the school district unless the Board policy for field trips has been followed or the Board has granted special permission.</p>

Pol. 216

Fundraising

Fundraising by outside groups is prohibited on school property or in the name of the school.

This policy does not apply to fundraising 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.

Scholarships/Awards

The Board is appreciative of the generosity of organizations which offer scholarships or awards to deserving students; but in accepting such offers the Board directs that established guidelines be observed.

No information, either academic or personal, shall be released from a student's record for the purpose of selecting a scholarship or award winner without the permission of the student who is eighteen (18), or the parents of a student who is younger, in accordance with the Board's policy on student records.

The type of scholarship or award, and any pertinent restrictions, shall be approved by the Board.

All pertinent information regarding the proposed scholarship or award shall be submitted for the Superintendent's review in advance of the date on which it is to be presented.

Dissemination/Posting Of Literature/Materials

The Board recognizes the role of the schools as an integral part of the community and is aware that the school district can serve as an important manner of communication for various community service agencies.

1. Literature and materials related to programs/events for children sponsored by the school district or school-affiliated groups such as PTA/PTO's, booster organizations and club sports ("school-affiliated groups") may be disseminated to students and staff members through the school district.
2. Literature and materials related to programs/events sponsored by non-profit, community-based organizations whose primary purpose is to provide services and educational, athletic and/or social activities to the district's students and their families ("non-affiliated groups") may be disseminated to students and staff

members through the school district. Examples of such organizations include, but are not limited to, local chapters of the Boy and Girl Scouts, community-based athletic associations, and local food banks. Requests by non-affiliated groups shall be limited to the distribution and/or posting of literature/materials once per school semester.

3. No for-profit advertising, whether direct or indirect, will be approved.
4. The information contained in any literature or materials to be distributed to students must be age-appropriate as determined in the sole discretion of the school district.
5. Literature and materials authorized for dissemination by this policy will be distributed directly to students in the elementary and middle schools only. Within the high schools (grades 9 through 12), literature and materials authorized for dissemination by this policy will be made available through postings and/or by displays in designated areas for a period of two (2) calendar weeks, after which any such literature and materials that remain will be removed and destroyed.
6. All materials for distribution, posting or display must be not more than 8½ inches by 11 inches in size. A maximum of two (2) pages of information will be approved. Submissions may be printed on both sides.
7. In the elementary and middle schools, the district reserves the right to establish the date(s) on which materials will be distributed and to limit the volume of materials to be distributed at any one time. In such event, requests by school-affiliated groups shall receive priority over requests of non-affiliated groups and, among non-affiliated groups, requests for distribution will be honored in the order in which they are received. All costs of printing and distribution must be borne by the sponsoring organization.
8. In the high schools (grades 9 through 12), the district reserves the right to establish and/or limit the space devoted to the posting or display of materials and to limit the number of copies of such materials to be displayed. In the event the volume of requests at any one time exceeds space availability, requests by school-affiliated groups shall receive priority over requests of non-affiliated groups and, among non-affiliated groups, requests for distribution will be honored in the order in which they are received.

9. Requests to distribute/post information, accompanied by a sample flyer, must be submitted to the Central Administration office at least two (2) weeks prior to the distribution/posting date for review for compliance with this policy. Materials approved for distribution or posting must be delivered to the schools not more than five (5) school days, nor less three (3) school days, prior to distribution. Materials approved for distribution in the elementary and middle schools must be bundled in groups of twenty-five (25) and labeled according to family/student counts for dissemination.
10. All literature, materials and notices to be distributed/posted through the school must clearly indicate the name and address of the sponsoring organization, the name and phone number of the contact person, and the date and time of the event. Material cannot imply school district endorsement or sponsorship. If the event is not sponsored by the school district, upon request of the school district, the flyer must clearly indicate that the event is not a school-sponsored activity.
11. Upon request, notices authorized for dissemination by this policy also may be broadcast on SVTV, subject to the following limitations:
  - a. Requests by non-affiliated groups shall be limited to the broadcast of one (1) notice per school semester.
  - b. The district retains the right to determine the frequency and duration of broadcast of any notice in consideration of contemporaneous broadcast needs.
  - c. The broadcast of district notices and those of school-affiliated groups shall receive priority over requests of non-affiliated groups.
12. The Board prohibits distribution/posting of all materials that violate school policy; primarily promote a commercial enterprise; are libelous; interfere with or have a likelihood of creating disruption or interfering with the operation of the schools; promote use of tobacco products, alcoholic beverages, or illegal substances; or are obscene or pornographic.
13. Further guidelines and procedures to ensure proper implementation of this policy may be developed by the administration.

Travel Services/Foreign Trips

Solicitation and sale of travel services for foreign trips to students determined by the district to be of educational interest or benefit to students may be permitted with the approval of the Superintendent or designee. Sellers of travel services to students must meet the following criteria:

1. Belong to an association of certified sellers of travel.
2. Provide proof of insurance.
3. Submit references.
4. Provide a proof of a performance bond.
5. Include in all information provided to students and parents/guardians that use of tobacco, alcohol, and controlled substances will be prohibited.
6. Include in all information provided to students and parents/guardians that the activity is not a school-sponsored event.

Use Of School District Name

The use of the name of the Seneca Valley School District or the name of any school organization is prohibited for the promotion of any program, activity, event, or sales campaign that is not a part of the approved educational program or activity of the public schools of the Seneca Valley School District.

References:

School Code – 24 P.S. Sec. 775

Board Policy – 216, 707