

Materials Distribution Procedures

The following procedures are intended to regulate requests by individuals or groups to distribute pamphlets, booklets, flyers, brochures, or other similar materials to students for either classroom use or for use at home. The choice of procedure employed in any one case is within the sound discretion of the superintendent or designee, with the guiding principle being the legitimate educational concerns of the ESD.

The options for such regulatory procedures are as follows:

The superintendent or designee may:

1. Allow distribution of materials in class if educationally appropriate;
2. Allow distribution to each student before or after class if materials are not directly related to the instructional goals;
3. Notify students or parents that the materials are available in a designated area for a certain period of time if this procedure is deemed less disruptive to the educational process;
4. Include the materials in a direct mailing;
5. Solicit ESD-related groups such as parent organizations to distribute the materials; or
6. Deny the individual or group the privilege of distributing the materials to students on ESD property or through ESD personnel.

The practice of distributing pamphlets, booklets, flyers, brochures, and other similar materials shall be periodically reviewed to ensure that the mere volume of such requests have not become disruptive of the educational process.