



COMMUNITY RELATIONS

Distribution of Information

Nonprofit organizations and government entities in Snohomish County may submit information about activities for students held in Snohomish County to the communications department to be considered for publication on the district website as community e-fliers.

The communications department will publish its approval process for the posting of e-fliers on the district website and will verify that submitting organizations have valid nonprofit **or governmental** status. In order to be considered for posting, the flier must:

- promote the academic, vocational, or social/civil/cultural growth of students;
- contain an express disclaimer that the school and the school district do not endorse or sponsor the organization promoting the activity;
- be screened for the appropriateness of its content, and may not contain any **language** proselytizing **or disparaging religion language**;
- be made available in designated quantities for students who do not have web access; and
- prominently display scholarship availability.

The communications department will provide school newsletter editors with news articles directing students and their parents to the website for community e-fliers.

Organizations and government entities which approach individual schools with requests to distribute materials to students will be directed to the communications department.

Upon request, schools with available space and resources to do so, are authorized, but not required, to allow equal access for nonprofit organizations and government entities in Snohomish County to leave fliers, approved in advance by the communications department, on available unmanned information tables as space permits at such events as curriculum nights and open-house events. When such requests to leave fliers are approved by the principal, the principal must verify with the communications department that each organization leaving fliers on available tables is an approved nonprofit organization and that the particular flier has been screened and approved.

Inclusion of such information tables shall not impede or detract from the school's intended program. Principals who approve requests by organizations/entities to leave fliers for a particular event are authorized to limit tables and fliers to space available.

Cross reference:

[Board Policy 4140](#)

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Adopted: October 24, 1994
Updated: May 1999
Revised: September 14, 2004
Revised: May 2008

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