

**KH ©**  
**PUBLIC SALES ON**  
**SCHOOL PROPERTY**

Sales by employees or outside vendors - e.g., Avon Products, Stanley Home Products, men's or women's wear, greeting cards, et cetera - shall not be conducted, nor shall deliveries be made, during working hours. Use of District vehicles for this purpose is strictly forbidden.

Employees violating this policy are subject to disciplinary action.

Adopted: date of Manual adoption

LEGAL REF.:

A.R.S.

38-538 *et seq.*

**KHA ©**  
**PUBLIC SOLICITATIONS IN SCHOOLS**

A school employee's position in the District shall not be used to influence parents or students to purchase books or other merchandise, except for materials approved by the Superintendent for use in the classroom.

Solicitation of employees and/or students by any profit, nonprofit, or charitable groups, institutions, or organizations must have the approval of the Superintendent in advance.

Districts shall not use an automated system that plays recorded messages or sends text messages to solicit persons to purchase goods or services or requests survey information if the results are to be used directly for the purpose of soliciting persons to purchase goods or services unless the message was sent with prior express invitation or permission by the recipient or the recipient has an existing business relationship with the sender.

The District shall strive to safeguard the students and their parents from money-raising plans of outside organizations, commercial enterprises, and individuals. This policy shall apply particularly to ticket sales and sales of articles or services except those directly sponsored by school authorities or school organizations.

Adopted: date of Manual adoption

LEGAL REF.:

A.R.S.

13-2919

**KHB ©**  
**ADVERTISING IN SCHOOLS**

No materials from outside of the school system used for propaganda purposes (ideas, facts, or allegations spread deliberately to further a cause or to damage an opposing cause) shall be permitted to be posted in school buildings or on school grounds or properties while students are present for instructional or recreational purposes.

School sponsored student government activities, mock elections and promotions are exempt from the prohibition against propaganda posting.

Unless otherwise prohibited by law nothing herein shall be construed to prevent the District or a District school from the sale of advertising space in accordance with A.R.S. 15-342, subject to the following conditions:

- Such advertisements shall be age appropriate and not contain promotion of any substance that is illegal for minors, such as alcohol, tobacco and drugs, or gambling. Advertisements shall comply with the state sex education policy of abstinence.
- Advertising approved by the Governing Board for the exterior of school buses may appear only on the sides of the bus in the following areas:
  - The signs shall be below the seat level rub rail and not extend above the bottom of the side windows.
  - The signs shall be at least three (3) inches from any required lettering, lamp, wheel well or reflector behind the service door or stop signal arm.
  - The signs shall not extend from the body of the bus so as to allow a handhold or present a danger to pedestrians.
  - The signs shall not interfere with the operation of any door or window.
  - The signs shall not be placed on any emergency doors.
- The District shall establish an advertisement fund that is composed of revenues from the sale of advertising. The monies in the advertisement fund are not subject to reversion.

Requests for advertising to promote the merit of any product by brand name or trademark shall be submitted to the Board.

The Governing Board has discretion to decline specific advertisements.

Adopted: date of Manual adoption

LEGAL REF.:

A.R.S.

15-342

CROSS REF.:

DFF - Income from School Sales and Services

## KHC © DISTRIBUTION / POSTING OF PROMOTIONAL MATERIALS

In order to avoid interference with or disruption of normal school activities, the distribution of all materials, as are described below, shall be in the manner determined by the associate to the Superintendent. Distribution of materials that violate the principles described below may subject the responsible party to appropriate disciplinary action.

Non-school promotional material is that material not produced/provided by a school-sponsored organization.

Non-school promotional material other than that which provides financial benefit to the educational program as determined by the Governing Board or Superintendent will not be allowed on school property during school sessions.

Nonprofit organizations providing activities and instruction for school age students shall be permitted limited display or posting of promotional materials for those activities or instruction at an individual school site within the guidelines indicated. All promotional materials must be provided for review to the office of the associate to the Superintendent. Distribution is authorized only upon receipt of a written approval from that office.

### ***Manner of display/posting or stacking***

The manner of communication elected by each school shall be either:

- display of a representative item (posting on a bulletin board like structure); or
- stacking flyers or representative materials on a flat surface located in an area on the school campus generally accessible to students. Display/posting or stacking will be on a space-available basis.

Materials permitted for display/posting or stacking must be delivered to the school office at which distribution has been approved by a person properly authorized to represent the entity providing the materials. The material shall not be larger than a standard eight and one-half by eleven inch (8 1/2" x 11") sheet of paper. Where stacking of materials for pick up is permitted, the quantity of materials stacked at the designated location shall not exceed one hundred (100) copies at any given time.

***Times and places for display/posting or stacking.*** Display/posting or stacking of non-school promotional materials is prohibited in any school location except the designated area or surface for such materials. Materials shall be removed on a date certain not more than one (1) month after it has been posted/stacked or five (5) days after the activity begins, whichever is earlier.

The display/posting and/or stacking location shall be available every day without regard to weather, to students who are in attendance. A description and a map of this location will be posted at the administrative office of each school and made available in the District administrative offices.

Any challenge to a denial to distribute/post promotional materials shall utilize a simplified Alternative Dispute Resolution process as referenced in A.R.S. 15-110(G). Rights of students at public educational institutions; limitations; definition, which stipulations that a student or a student's parent shall not initiate legal action to enforce this section unless the student or the student's parent has done the following:

- The student or the student's parent shall submit a complaint in writing with the specific facts of the alleged violation to the principal of the school. The principal shall investigate the complaint and respond in writing, including a description of any action taken to resolve the complaint, within fifteen (15) days of receiving the written complaint.
- If the complaint is not resolved, the written complaint specifying the facts of the alleged violation may be submitted by the parent of student to the Superintendent or designated administrator, who shall investigate the complaint and respond in writing, including a description of any action taken to resolve the complaint within twenty-five (25) days of receiving the written complaint.

School District legal counsel shall be consulted at any time there is a substantive question or dilemma resulting from a request related to this policy. Challenges originating from a source alleging viewpoint-based denial of authorization shall be referred immediately.

Adopted: date of Manual adoption

LEGAL REF.:

15-110

20 U.S.C. 9134, The Children's Internet Protection Act

47 U.S.C. 254, Communications Act of 1934 (The Children's Internet Protection Act)

CROSS REF.:

KD - Public Information and Communications

**KHC-E ©****EXHIBIT****DISTRIBUTION / POSTING OF  
PROMOTIONAL MATERIALS****REQUEST TO DISPLAY/POST OR STACK MATERIALS**

Date \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Name of organization / group

We wish to display/post or stack promotional materials on the following dates: (Not to exceed one [1] month.)

\_\_\_\_\_  
Month\_\_\_\_\_  
Date(s)\_\_\_\_\_  
Year

There ☐ (will) ☐ (will not) be a charge for the instruction/activity.

The person who may be contacted, if necessary, about the content of this literature, by the school, parent, or other recipient of information is:

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_  
Zip code

E-mail address \_\_\_\_\_

Phone: (work) \_\_\_\_\_ (home) \_\_\_\_\_

I/We hereby assure the school that the organization will:

- Agree that any charges for the instruction/activities will be based on and not exceed the cost of providing the instruction/activities;
- Not use fighting words, obscenities, defamatory speech or encourage disruption of the educational environment;
- Not provide representations or visuals that are inappropriate as described in The Children's Internet Protection Act;
- Remove the material on a date certain not more than one (1) month after it has been displayed/posted/stacked or five (5) days after the activity begins, whichever is earlier;
- Label all material with the name of the sponsoring organization;
- Provide the name, address and telephone number of the local representative for the organization prominently on the promotional material;

- Have an authorized representative of the organization sign the written assurances.

The promotional material and assurance form affirming compliance shall be provided to the school office at the same time.

This request must be submitted to the school office at least two (2) weeks prior to the requested date(s).

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Signatures and titles of organization representatives