

Book	Policy Manual
Section	900 Community
Title	Nonschool Organizations/Groups/Individuals
Code	913 Vol II 2022
Status	Second Reading
Last Revised	June 14, 2022

NOTE: It is important to distinguish that Policy 913 only applies to requests from nonschool organizations, groups and individuals; in contrast,

- *Requests from students to personally **disseminate** materials shall be governed by Policy 220. Student Expression/**Dissemination** of Materials.[1]*
- ***Requests** from nonschool organizations, groups and individuals **involving** activities or school-related information and materials that are integrated with or presented as a part of the center's (school's) curriculum or an approved school event or student organization **shall be** approved and governed by Joint Operating Committee policies related to curriculum and student activities.[2][3][4]*

Purpose

The Joint Operating Committee recognizes that nonschool organizations, groups and individuals may wish to utilize the center (school) **and its resources** as a means to engage the school community in activities and/or to **disseminate** nonschool materials. The Joint Operating Committee directs that requests for such utilization from nonschool organizations, groups or individuals shall be governed by this policy.

Authority

{ } The Joint Operating Committee prohibits nonschool organizations, groups or individuals from utilizing the center (school) **or any center (school) resources** to engage the school community in any way, including the **dissemination** of nonschool materials.

[If this option is chosen, delete the remainder of the policy. In this case, the development of an administrative regulation is not necessary.]

The Joint Operating Committee recognizes that the school community may benefit from receiving information from nonschool organizations, groups and individuals, provided the **dissemination** of such information does not interfere with the educational program of the center (school). The center's (school's) primary responsibility shall be to maintain a safe and orderly school environment and to protect the rights of all members of the school community.

The Joint Operating Committee prohibits **dissemination of nonschool materials for the purposes of** advertisement or promotion by nonschool organizations, groups or individuals during instructional time or at school-sponsored locations or activities not otherwise open to nonschool organizations, groups or individuals. [5][6]

Limitations on Dissemination of Nonschool Materials

Dissemination of nonschool materials shall be prohibited to the extent that they:

1. Violate federal, state or local laws, Joint Operating Committee policy or center (school) rules or regulations;
2. Are defamatory, obscene, lewd, vulgar or profane;
3. Advocate **for** the use or advertise the availability of any substance or material that may reasonably be believed to constitute a direct and serious danger to the health or welfare of students, such as tobacco/**vaping products**, alcohol or illegal drugs;
4. Incite violence, advocate use of force or threaten serious harm to the center (school) or community;
5. **Materially and** substantially **disrupt or** interfere with the educational process, such as school activities, school work, discipline, or safety and order on school property or at school functions;
6. Interfere with, or advocate interference with, the rights of any individual or the safe and orderly operation of the center (school) and center (school) programs; **or**
7. Violate written center (school) administrative regulations or procedures on time, place and manner for **dissemination** of otherwise protected expression.

Definitions

For purposes of this policy, dissemination shall mean nonschool organizations, groups or individuals distributing or publicly displaying nonschool materials to others:

1. **On school property or during school-sponsored activities by placing such materials upon desks, tables, on or in lockers, walls, doors, bulletin boards, or easels; by handing out such materials to other persons; or by any other manner of delivery to others; or**
2. **At any time or location when creating, posting or sending information using technical or digital resources owned, provided or sponsored by the center (school).**

Nonschool organizations, groups or individuals shall mean those entities that are not part of the school program, school-sponsored activities, or organized pursuant to the Pennsylvania School Code or Joint Operating Committee policy.

When **an** employee or Joint Operating Committee member **acts** on **their own** behalf **or on behalf** of a nonschool organization or group, **the employee or Joint Operating Committee member shall be considered a nonschool organization, group or individual for purposes of this policy.**

Students **shall be** governed by a separate and distinct Joint Operating Committee policy regarding student expression and **dissemination** of materials.
[1]

Nonschool materials shall mean any printed, **technical, digital** or written materials, **regardless of form, source or authorship**, that are not prepared as a part of the curricular or approved extracurricular programs of the center (school).

Delegation of Responsibility

The Administrative Director or designee shall develop administrative regulations to implement this policy.

Guidelines

Nonschool Materials

The Joint Operating Committee requires that nonschool organizations, groups or individuals who wish to **disseminate** nonschool materials on school property **or through center (school) resources** shall submit them to the building administrator. The building administrator shall inform the Administrative Director or designee of requests received from nonschool organizations, groups and individuals.

Requests for dissemination of nonschool materials through center (school) social media channels shall be addressed through Joint Operating Committee policy on center (school) social media.[7]

The Joint Operating Committee directs that the review and consideration of any activities or nonschool materials requested under this policy shall not discriminate on the basis of content or viewpoint.

If approval is granted by the building administrator, the nonschool organization, group or individual shall comply with Joint Operating Committee policy and administrative regulations, and the center's (school's) time, place and manner restrictions for **dissemination** of materials.

Materials issued by nonschool organizations, groups or individuals shall not be **disseminated** during instructional time or school-sponsored activities.

Nonschool Activities

Activities sponsored by nonschool organizations, groups or individuals shall not occur during instructional time or school-sponsored activities.

Requests by nonschool organizations, groups or individuals to invite or promote student participation in nonschool activities shall comply with Joint Operating Committee policy and administrative regulations on **dissemination** of **nonschool** materials.

Fundraising

{ } Fundraising by nonschool organizations, groups or individuals is prohibited on school property or in the name of the center (school).[\[8\]](#)

{X} Where activities or materials otherwise comply with this policy and administrative regulations, fundraising activities may be announced.

Directory information for students or staff members **shall** not be released to nonschool organizations, groups or individuals that seek this information for the purpose of fundraising.[\[9\]](#)

Scholarships/Awards

The Joint Operating Committee is appreciative of the generosity of organizations that offer scholarships or awards to deserving students; but, in accepting such offers, the Joint Operating Committee directs that established criteria 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/guardians of a student who is younger, in accordance with the Joint Operating Committee's policy on student records.[\[9\]](#)

The scholarship or award, and any pertinent restrictions, shall be approved by the Joint Operating Committee.

{X} All pertinent information regarding the scholarship or award shall be submitted for review by the Administrative Director or designee prior to the date on which it is to be presented.

{X} The building administrator, together with a committee of staff members designated by the administrator, shall be involved in the selection of the recipient of an award or scholarship, pursuant to procedures established for this purpose and consistent with the restrictions applicable to each approved scholarship or award.

Travel Services/Foreign Trips

Solicitation and sale of travel services for foreign trips to students may be permitted with the approval of the Joint Operating Committee.

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 proof of a performance bond.

5. { } Include in all information provided to students and parents/guardians that use of tobacco/**vaping products**, 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.

PSBA Revision 5/22 © 2022 PSBA

Legal

1. Pol. 220
2. Pol. 105
3. Pol. 122
4. Pol. 230
5. 24 P.S. 1850.1
6. 24 P.S. 511
7. Pol. 816
8. 24 P.S. 775
9. Pol. 216
- 24 P.S. 779
- Pol. 113.3
- Pol. 907