

## SCHOOL-SPONSORED PUBLICATION

The Superintendent of Schools and his/her staff shall use all available school sponsored media of communications as well as the press to keep the goals, program, achievements and needs of the schools before the public. All publications produced by and in the name of the school district shall reflect the highest standards.

The Board of Education shall ensure that the students and faculty are protected from intrusions on their time by unnecessary announcements, posters bulletins, and communications from individuals and organizations not directly connected with the district. In general, only materials originating from the schools or approved by the Superintendent or designee shall be allowed distribution. Authorized materials shall contain no commercialism, serve no partisan political purposes, and be of potential benefit to the students to whom the material is directed.

Exceptions may be made when the best interests of the students will be served. Such judgment shall be the responsibility of the Building Principal.

### *Publication of "Our Schools"*

The Board of Education may periodically publish issues of "Our Schools" which shall be mailed to district residents and to each staff member. The content of each issue shall be reviewed with the Superintendent prior to developing a draft. The budget issue shall be planned with the Superintendent and the Assistant Superintendent for Administration. Draft copies of all issues shall be submitted to the Board prior to publication.

### *School Directory*

The school's directory shall be distributed only to those governmental agencies and other school-related parties that have been authorized by the Superintendent.

Cross-ref: 1100, Public Information Program

Ref: *Matter of Cahill*, 22 EDR 503 (1983)  
*Matter of Nugent*, 22 EDR 371 (1983)  
*Matter of Degregio*, 1 EDR 486 (1960)

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