

# Palmyra Area School District

SECTION: COMMUNITY

TITLE: RELATIONS WITH  
SPECIAL INTEREST  
GROUPS

ADOPTED: November 9, 1995

REVISED: January 11, 2007,  
January 12, 2012,  
February 14, 2013

913. RELATIONS WITH SPECIAL INTEREST GROUPS	
1. Purpose	Any requests from civic organizations or special interest groups which involve such activities as patriotic functions, contests, exhibits, sales of products to or by students, sending promotional materials home with students, graduation prizes or fund raising must be examined to insure that such activities promote student interests primarily, rather than the special interests of any particular group.
2. Authority SC 775 Pol. 707	<p>It is the policy of the Board that district facilities be used in accordance with the guidelines established in Policy 707.</p> <p>Students or staff members may not be used for advertising or promoting non-school organizations.</p>
3. Delegation of Responsibility	All materials or activities proposed by outside sources for student or staff use or participation shall be reviewed by the Superintendent on the basis of educational value to the total school program, benefit to pupils, advancement of the name, product or special interest of the proposing group, and factual accuracy. Approved, promotional materials or flyers may be distributed by teachers only if the organization is part of Group I or II as defined in Policy 707. [Policy 707. Group I: Student activities as recognized by the School District and approved by the appropriate administrator. Group II: Any organization within the Palmyra Area School District whose sole purpose is to benefit school district programs or its students.] Such flyers must be furnished by the organization to Palmyra school buildings, counted out in packets by teacher, grade, and class size. Approved material from groups other than those in Groups I and II can be made available in the building office area.
4. Guidelines	<p>A. <u>Use of Name of School District</u></p> <p>The use of the name, image, or representation of the Palmyra Area School District, or the name, image, or representation of any of its buildings or school organizations, is prohibited for the promotion of any program, activity, event, or</p>

sales campaign that is not a part of the approved educational program or activity of the public schools of the Palmyra Area School District. Affiliate groups distributing material using the name of Palmyra Area School District or representing the District shall have the material reviewed and approved by the designated school official. Any materials that are questionable in nature will be brought to the Superintendent or designee for approval prior to distribution.

**B. Community Activities Involving Students**

The Board recognizes the social and scholastic values that may be derived from student participation in various activities sponsored by community organizations, but specifies the following guidelines to prevent unreasonable demands on the time and energies of students and staff.

Requests for student participation in community-sponsored activities must be made in writing to the Building Principal.

The school schedule may not be interrupted unless the majority of students in the school benefit from their participation.

The participating students may not leave the school district unless the Board policy for field trips has been complied with.

**C. Fund Raising**

Unrestrained solicitation and distribution on School property is prohibited.

1. Solicitation and distribution by non-employees on school property is prohibited.
2. Employees may not solicit other employees for any reason on working time.
3. Employees may not distribute literature or other materials on working time or on school property.
4. A limited number of authorized exceptions to the policy may be permitted for non-profit, charitable, school-related activities if approved in advance by the Superintendent. [Groups 1 and 2]
5. Electronic flyers to support Groups 1 and 2) will be allowed on the website under “Support our Students” or similar area and with compliance with other policies (see #707, 816 and 913).

Solicitation is defined as any verbal or physical act attempting to persuade individuals to accept a doctrine, philosophy, product, or service; to join, follow or support any organization; or to pay a gratuity for any service.

Distribution is defined as the passing out, handing out, or delivery, including electronic, of any written or printed material, products, or goods.

<p>School Code 775</p> <p>Board Policy No. 216, No. 707</p>	<p>D. <u>Scholarships and Prizes</u></p> <p>The Board is appreciative of the generosity of organizations which offer scholarships or prizes to deserving students in this district. But, in accepting the offer of such scholarships or prizes, the Board directs that these guidelines be observed:</p> <p>No information either academic or personal shall be released from the student's record for the purpose of selecting a scholarship or prize winner without the permission of the student who is eighteen, or the parents of a student who is younger, in accordance with the Board's policy on student records.</p> <p>The type of scholarship or prize, and any restrictions pertaining thereto, shall be approved by the Board.</p> <p>All pertinent information regarding the proposed award shall be submitted for the Superintendent's review in advance of the date on which the award is to be made.</p> <p>The building principal, together with a committee of staff members designated by the principal, shall be involved in the selection of the recipient; and, if agreeable to the sponsoring organization, the selection shall be left entirely to the principal and staff committee.</p>
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