

SCHOOL DISTRICT OF ONALASKA
237 2nd Ave S, Onalaska WI 54650
608-781-9700 FAX 608-781-9712 Email: hauka@onalaskaschools.com

Posting Activities by Outside Agencies

Board of Education Policy

9700 – RELATIONS WITH NON-SCHOOL AFFILIATED GROUPS

It is the policy of the Board of Education that students, staff members, and District facilities not be used for advertising or promoting the interests of any non-school related agency or organization, public or private, without the approval of the Board or the Superintendent or its delegated representative; and any such approval, granted for whatever cause or group, shall not be construed as an endorsement of said cause or group by this Board.

A. Materials or Activities

All materials or activities proposed by outside organizations for student or staff use or participation shall be reviewed by the Superintendent on the basis of the proposed activities or materials educational contribution to part or all of the school program, benefit to students, and no such approval shall have the primary purpose of advancing the name, product, or special interest of the proposing group. The Board may permit the use of educational materials, programs, and equipment which contains commercial messages providing the content of such messages and the manner of presentation has been approved by the Superintendent and is in compliance with the District's administrative guidelines. Outside speakers representing commercial organizations will be welcome only when the commercial aspect is limited to naming the organization represented and the subject matter advances the educational interests of the District's students.

The advertisement *must include a disclaimer* that this is NOT A SCHOOL SPONSORED ACTIVITY and a contact # for information.

Name of Organization making request: _____

Address: _____

Contact Person: _____ Date of Request: _____

Telephone Number: _____ FAX Number: _____

Email address: _____

If approved, the District Office will scan in the item for parents/students to view on the district website. To view this area go to: www.onalaskaschools.com

On the upper right area click on "Parents and Students", In the drop down areas under "Parents & Students Home", Select "Activities by Outside Agencies", Locate the named flyer/agency and if applicable, date of the event.

Requests will require 10 school days turn around time from the date of the completed request form.

THIS SECTION FOR USE BY SCHOOL DISTRICT PERSONNEL

APPROVED _____ DISAPPROVED _____

If disapproved, reason why: _____

Item Approved: Poster only _____ Leaflet only _____ Poster/Leaflets _____

Other: _____

Signed: _____ Date Approved/Disapproved: _____