

Board Policy

Code No. 508.4E1

APPLICATION TO DISTRIBUTE NON-CURRICULAR MATERIALS IN SCHOOL

Date & time application submitted: _____ Date(s) and time(s) of proposed distribution: _____

Name of student: _____ Student I.D. _____

Phone number: _____ Email: _____

Student organization sponsoring or supporting material: _____

I request to distribute the attached material at _____ School. The distribution or display will be to students in grade(s): _____.

I have read the board policy and regulation on Student Distribution of Non-Curricular Materials and I believe that the materials are in conformity with them. I agree that if the materials are approved for distribution the organization and/or I will be responsible for cleaning up any materials that may be discarded on the floors, in the school or on the grounds outside the school.

Title or brief description of materials to be distributed: _____

Signature of student

[To be completed by principal or school administrator who reviewed the application and material]

_____ *I have reviewed the above application and the material to be distributed. I approve the distribution of the materials before and after school at any entrance or exit to the school and at areas designated for the distribution of materials by students.*

_____ *The materials may not be distributed because [list reason[s] enumerated in the policy or regulation on Student Distribution of Non-Curricular Materials for refusing to allow distribution]:*

Signature of Principal or Administrator

Date of approval/disapproval

Approved: February 3, 2003

Reapproved: April 6, 2004
March 5, 2007

Revised: August 6, 2012