

**Distribution of  
Nonschool Materials**

For purposes of this policy “materials” are defined as writings, items, objects, articles, or other materials.

Upon approval by the appropriate administrator, the District shall post materials received from non-District personnel, including parents or third parties, on the District website.

This policy applies to materials intended for dissemination to students that have been prepared by non-District personnel, including parents or third parties. Persons or groups associated with the school, campus- or District-designated school-support groups, or governmental entities duly formed under the laws of the state of Texas or the United States are provided additional options for distribution in accordance with District policies.

The District limits and monitors access of all non-District personnel, including parents and third parties, on District property. As a result, distribution by all non-District personnel, including parents or third parties on District property during school hours is only permitted on the District website, as provided herein.

**Prior Review**

Materials that are received from non-District personnel, including parents or third parties, and intended for posting on the District website shall be submitted for prior review according to the following procedures:

1. Materials shall be submitted for review to the Superintendent or designee, for the District’s website, at least five school days prior to the time requested for posting on the website.
2. To be considered for posting on the District website, materials shall include the name of the organization or individual sponsoring the distribution.
3. Using the standards below at Limitations on Content, the Superintendent or designee shall approve or reject submitted materials within five days of the time the materials were received. Unless the materials fall within the Limitations on Content exemptions set forth below or fail to comply with other provisions in this policy, all such materials shall be approved.
4. The requestor may appeal the decision of the Superintendent or designee to the Board in accordance with GF(LOCAL), beginning at the appropriate level.
5. All materials for posting shall include the following disclaimer on the materials distributed in accordance with this policy: “The content of these materials does not reflect the endorsement, sponsorship, position, or expression of the Plano Independent School District.”

NONSCHOOL USE OF SCHOOL FACILITIES  
DISTRIBUTION OF NONSCHOOL LITERATURE

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Limitations on  
Content

Materials shall not be posted on the District website if:

1. The materials are obscene, vulgar, or otherwise inappropriate for the age and maturity of the audience.
2. The materials endorse endangering the health or safety of students.
3. The materials advocate violation of school rules and fall within the standard described at Limitations on Expression at FNAAL(LEGAL).
4. The materials advocate imminent lawless or disruptive action and are likely to incite or produce such action.
5. The materials include hate literature that scurrilously attacks ethnic, religious, or racial groups, and similar publications aimed at creating hostility and violence if they fall within the standard described at Limitations on Expression at FNAAL(LEGAL).
6. There is reasonable cause to believe that the posting of the materials would result in material and substantial interference with any school-, educational-, and/or curricular-related activity or blocks or impedes the safe flow of traffic within hallways and entrances and exits of the school.

[See CPAB regarding use of the District's internal mail system and FNAAL regarding distribution of materials by students.]

Individuals violating any provision of this policy may be subject to sanctions including, but not limited to, prohibition of further posting of materials under this policy. Appropriate law enforcement officials may be called when a person refuses to follow the procedures for submitting materials and fails to leave District property when asked. [See GKA]

**Exceptions**

In the following circumstances, materials shall not be subject to the requirement that materials only be posted on the District website and shall not be subject to prior review:

1. Distribution of materials by an attendee to other attendees at a school-sponsored meeting intended for adults and held after school hours;
2. Distribution of materials by an attendee to other attendees at a community group meeting held in accordance with GKD(LOCAL) or a noncurriculum-related student group meeting held in accordance with FNAB(LOCAL); or

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3. Distribution for electioneering purposes during the time a school facility is being used as a polling place in accordance with state law [see BBBA].

All nonschool literature distributed under these exceptions shall be removed from District property immediately following the event at which the materials were distributed.

Even when prior review is not required, all other provisions of this policy shall apply, including but not limited to, the Limitations on Content outlined herein.

Disclaimer

All nonschool material shall include a disclaimer statement to clarify that the District does not reflect the endorsement, sponsorship, position, or expression of the District.

Fee

A fee shall be charged for distribution of nonschool material. Failure to submit the fee in accordance with the established deadline shall result in the nonschool materials not being distributed.

**Nonprofit Youth  
Organizations  
Limited Distribution  
Opportunities**

For purposes of this policy:

1. "Nonprofit youth organizations" shall be defined as groups identified by the Internal Revenue Service as nonprofit 501(c)(3), 501(c)(4) organizations that directly serve and provide developmentally age-appropriate activities at the campus level for students who are the intended recipients of the distribution.
2. "Community services" shall be defined as non-competitive or recreational programming, resources, and educational opportunities.
3. "Local affiliation" shall be defined as nonprofit youth organizations with a local affiliation within District boundaries and serving District students.

The Board believes a public purpose is served by permitting the limited distribution of nonschool literature by nonprofit youth organizations, as defined herein, in order to give the District's students adequate and timely notice of free and/or low-cost community services.

The Superintendent or designee may designate an opportunity for nonprofit youth organizations with a local affiliation within District boundaries and serving District students to distribute materials giving notice of free and/or low-cost community services provided to students. This information shall be provided to students in a manner designated by a campus in accordance with established Dis-

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strict guidelines, subject to reasonable time, place, and manner restrictions. The nonprofit youth organizations shall include the following disclaimer on the materials distributed in accordance with this policy: "The content of these materials does not reflect the endorsement, sponsorship, position, or expression of the Plano Independent School District."

Individuals who distribute materials on District property at any time shall be responsible for cleaning up such materials left on District property.

All individuals subject to this policy are expected to comply with all applicable District policies and all educational/curricular goals when distributing materials on District property during school hours. Copies of applicable District policies are available on the District's website, upon request to the campus principal, or upon request to the District's communications department.

Any such distribution must be conducted in compliance with the guidelines outlined in GKDA(LOCAL), including but not limited to, the Limitations on Content. The Superintendent or designee may establish reasonable time, place and manner restrictions on distribution for nonprofit youth organizations including, but not limited to, limiting the number of opportunities provided per this policy due to the burden placed on campus administration in facilitating the distribution of materials.