



Book	POLICY MANUAL
Section	800 SCHOOL COMMUNITY RELATIONS
Title	DISTRIBUTION OF NON-SCHOOL SPONSORED INFORMATION
Code	852
Status	Active
Adopted	November 8, 1982
Last Revised	October 13, 2025
Last Reviewed	October 13, 2025

It is the intent of this policy to facilitate the display and distribution of information regarding community organizations, activities, and events that are relevant to students and their families. The display and distribution of such non-school sponsored information should not be viewed as endorsement or approval of the information by the District. The primary mission of the District, however, is to meet the educational needs of its students; therefore, the District reserves the right to disallow any display or distribution which is inconsistent or interferes with the mission.

Display and distribution of non-school sponsored materials requires the prior approval of the Superintendent/designee and is subject to the following guidelines and procedures:

Materials must contain the name of the sponsoring organization or individual.

Materials must contain the phrase, "The opinions expressed [information provided] are not sponsored or endorsed by the West Bend School District or its personnel."

Materials must be age appropriate for the student population receiving or viewing the information.

A copy of the materials must be provided to the Superintendent/designee for approval for dissemination with an expectation of 36 hours' notice.

Time, place and manner of display or distribution of materials shall be determined by the building administrator. This decision will be based upon the desire to minimize the interference with, or disruption to, the educational program, school business and staff and avoidance of any undue cost.

Display or distribution of materials will not be authorized if the Superintendent or designee determines that:

- the material is of a purely commercial nature;
- the material contains libelous, offensive or obscene language;
- the material may incite or condone illegal acts or violations of Board Policy;
- the material is insulting, offensive to, or violates the privacy of an individual or group;

there is reasonable likelihood that the display or distribution of the material will result in significant disruption to, or interference with, school procedures or the primary educational mission of the school.