

# CARLISLE AREA SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: NONSCHOOL  
ORGANIZATIONS/GROUPS/  
INDIVIDUALS

ADOPTED: April 19, 2007

REVISED: February 20, 2014  
September 15, 2022

## 913. NONSCHOOL ORGANIZATIONS/GROUPS/INDIVIDUALS

### Purpose

Any requests from nonschool organizations, groups or individuals seeking to have students participate in or be informed of the opportunity to participate in nonschool-sponsored activities, awards or scholarships shall be governed by this policy.

Activities or school-related information and materials from non-school organizations, groups and individuals that are integrated with or presented as a part of the district's curriculum and an approved school event or student organization are approved and governed by Board policies related to curriculum and student activities, and are not governed by this policy. [2][3][4]

### Definitions

**Nonschool organizations, groups or individuals** - those entities that are not part of the school program, school-sponsored activities, or organized pursuant to the Pennsylvania School Code or Board policy. When employees, students or Board members act on behalf of a nonschool organization or group, or on their own behalf, this policy applies to them.

**Nonschool materials** - any printed or written materials prepared by nonschool organizations, groups or individuals for posting or general distribution which are not prepared as a part of the curricular or approved extracurricular programs of the district. This includes such things as fliers, invitations, announcements, pamphlets, posters, Internet bulletin boards, nonschool organization web sites and the like.

**Distribution** - handing nonschool written materials to others on school property or during school-sponsored events; placing upon desks, tables, on or in lockers; or engaging in any other manner of delivery of nonschool written materials to others while on school property or during school functions. When e-mail, text messaging or other technological delivery is used as a means of distributing or accessing nonschool written materials via use of school equipment or while on school property or at school functions, it shall be governed by this policy.

**Posting** - publicly displaying nonschool written materials on school property or at school-sponsored events, including but not limited to affixing such materials to walls, doors, bulletin boards, easels, the outside of lockers, on district-sponsored web sites, through other district-owned technology and the like.

**Prohibited activities and materials** - activities and materials which:

1. Are libelous, defamatory, obscene, lewd, vulgar, or profane.
2. Violate federal, state or local laws.
3. Violate Board policy or district regulations.
4. Advocate the use or advertise the availability of any substance or material that may reasonably be believed to constitute a direct and substantial danger to the health or welfare of students, such as tobacco, electronic cigarettes and vaping devices, alcohol or illegal drugs.
5. Incite violence.
6. Advocate use of force or urge violation of federal, state or municipal law, Board policy or district regulations.
7. Interfere with or advocate interference with the rights of any individual or the orderly operation of the schools and their programs.
8. Are political in nature.
9. Cause or are reasonably forecasted to cause substantial disruption to the school environment.

**Authority**

It is the policy of the Board that district facilities be used in accordance with the guidelines established in Board policy. [4][5]

Subject to other Board policies and applicable law, the Board prohibits the use of students and staff members for advertising or promoting nonschool organizations, groups or individuals during instructional time or at school-sponsored locations or events not otherwise open to nonschool organizations, groups or individuals. [6][7]

In order to receive approval, materials from nonschool organizations, groups or individuals must include the following disclaimer: "This activity is not sponsored or endorsed by the Carlisle Area School District." This disclaimer must appear on the distributed materials and must be initialed by the Superintendent or designee.

**Delegation of Responsibility**

The Superintendent or designee shall be responsible for carrying out the provisions of this policy, unless otherwise specifically noted in this policy.

**Guidelines**

**Nonschool Activities/Materials**

The Board recognizes the social and educational values that may be derived from student participation in various activities sponsored by nonschool organizations, groups or individuals, but specifies that unreasonable demands on the time and energies of students and staff by such entities during school hours, or at school-sponsored activities be prevented.

Requests for student participation in nonschool organizations, groups or individually sponsored activities must be made in writing to the Superintendent or designee in accordance with administrative procedures, written announcements and this policy.

Activities sponsored by nonschool organizations, groups or individuals may not occur, and nonschool written materials may not be used, during instructional time or school-sponsored activities unless they are of educational value to the school program, they benefit district students or the school community, and they are factually accurate. Prohibited activities or materials may never be used.

Where the nonschool entity is a for-profit entity that will benefit commercially from an activity or distribution of its material during instructional time, other factors must outweigh the commercial benefit to the nonschool entity; and the Board must approve proposals that would commercially benefit a for-profit entity.

A review of any activities or nonschool written materials under this policy shall not discriminate on the basis of content or viewpoint, except that prohibited activities or materials will be rejected, as will any activities or materials that do not comply with Board policy, administrative procedures, or written announcements relating to the proposed nonschool-sponsored activity or materials.

If the materials are approved for distribution, the reproduction of the materials and the distribution of the materials to the various district buildings shall be the responsibility of the group requesting permission to distribute the materials.

Building level administrators shall determine the most efficient and least disruptive means to disseminate the approved materials once the materials have been delivered to their buildings.

Participating students may not leave the school district unless the Board policy for field trips has been followed or the Board has granted special permission. [8]

**Fundraising**

Fundraising by nonschool organizations, groups or individuals is prohibited on school property or in the name of the school.

Where activities or materials otherwise comply with this policy, administrative procedures, applicable law, and written announcements, fundraising activities may be announced consistent with applicable

Board policies.

Directory information regarding students or staff may only be released in accordance with law and Board policy. Directory information for students or staff members will not be released to nonschool organizations, groups or individuals that seek this information for the purpose of fundraising.

Scholarships/Awards

The Board is appreciative of the generosity of organizations that offer scholarships or awards to deserving students; but, in accepting such offers, the Board directs that established guidelines be observed.

No information, either academic or personal, shall be released from a student's record for the purpose of selecting a scholarship or award winner without the permission of the student who is eighteen (18), or the parents/guardians of a student who is younger, in accordance with the Board's policy on student records.  
[9]

The scholarship or award, and any pertinent restrictions, shall be approved by the Superintendent or designee.

All pertinent information regarding the scholarship or award shall be submitted for review by the Superintendent or designee prior to the date on which it is to be presented.

Travel Services/Foreign Trips

Solicitation and sale of travel services for foreign trips to students may be permitted with the approval of the Board.

Sellers of travel services to students must meet the following criteria:

1. Belong to an association of certified sellers of travel.
2. Provide proof of insurance.
3. Submit references.
4. Provide proof of a performance bond.
5. Include in all information provided to students and parents/guardians that use of tobacco, electronic cigarettes and vaping devices, alcohol and controlled substances will be prohibited.
6. Include in all information provided to students and parents/guardians that the activity is not a school-sponsored event.

**Legal References:**

1. Pol. 105
2. Pol. 122
3. Pol. 230
4. 24 P.S. 775
5. Pol. 707
6. 24 P.S. 510
7. 24 P.S. 511
8. Pol. 121
9. Pol. 216
- 24 P.S. 779
- Pol. 113.4
- Pol. 220
- Pol. 907