

Contacts with StudentsA. Advertising and Promotion

1. Only noncommercial projects may be announced.
2. With permission from the superintendent or designee, the following materials may be eligible for distribution to students. The items include, but are not limited to:
 - a. Notices of nonschool activities of benefit to students.
 - b. Schedules of classes and activities offered by other educational institutions.
 - c. Public service information.
3. Instructions for distribution of materials:
 - a. The agency shall provide the superintendent or designee with copies of all items to be distributed.
 - b. If approved by the superintendent or designee, the agency will be given a "permission to distribute" form. Copies of the permission form should be given to the school principal at the time of distribution.
 - c. Materials should be packaged into bundles of 30. The agency should provide one bundle for each classroom and the extra bundle per school for spares.
 - d. The agency shall deliver the materials directly to the schools.
 - e. Nonschool related materials will normally be distributed to students on Wednesdays.
4. There shall be no responsibility on the part of the school personnel to secure pupil or parent response to any announcements under this section.

B. Fund Drives

Materials relating to any nonschool fund raising project shall not be distributed through Richland schools. Limited assistance shall be provided to fund drives designed to support public service, nonprofit agencies. Such assistance shall be restricted to the following:

1. The fund drive must not financially benefit any person or commercial organization.
2. Publicity shall be limited to announcements in student bulletins and posters for placement in student mixing areas and hallways.
3. Posters shall specify that all information, sign-ups, collections and transmittals of funds shall be accomplished in a location other than the school. The posters must include reference to a contact person outside the school. The

Contacts with Students

superintendent or designee shall authorize the message content of individual posters.

4. Posters must be delivered to the school office or some other locale as determined by the superintendent or designee.
5. Sign-up sheets and informational brochures may be left at the school office where they will be made available for interested students to pick up. Fliers will not be distributed to each student.
6. Staff members shall not participate in inschool distribution of materials, collection of money, or tabulation of "effort points".
7. There shall be no responsibility on the part of school personnel to secure pupil response to fund-raising agency proposals.
8. Product advertising shall not be allowed as part of the school advertising relating to such drives.