

**SPRINGFIELD PUBLIC SCHOOLS**  
**Springfield, New Jersey 07081**

**POLICY: USE OF STUDENTS IN THE DISTRIBUTION OF MATERIALS IN OUR SCHOOLS BY OUTSIDE ORGANIZATIONS**

The Springfield Public Schools receive many requests from organizations to use the schools to distribute materials to our children, or through them, to our parents.

Material being sent home with pupils should relate to school matters or pupil-related community activities. Except when it pertains to the individual pupil, the Chief School Administrator or his/her designee must approve all such material in advance.

It shall be the policy of the Springfield Board of Education to allow selected materials to be distributed in such a manner that those materials will meet the following criteria:

1. They shall conform with New Jersey Statutes.
2. Pupils shall not be used to distribute partisan materials or partisan information pertaining to a school or general election, budget or bond issue, or negotiations. Pupils shall not be exploited for the benefit of any individual, group, or profit-making organization.
3. Service or event advertised shall provide a tangible service to children.
4. No staff member may distribute any materials from outside organizations on school property without prior approval of the Chief School Administrator.
5. All surveys, questionnaires or other similar items requiring pupil or parent/guardian response shall be reviewed and approved by the Chief School Administrator prior to distribution.

**Legal References:**

N.J.S.A. 18A:14-81 Prohibits certain electioneering; penalty

N.J.S.A. 18A:14-85 Displaying, selling or giving political insignia; penalty

N.J.S.A. 19:34-15 Electioneering within or about polling place; disorderly persons offense

N.J.S.A. 18A:36-34 Written approval required prior to acquisition of certain survey information from students

N.J.S.A. 19:34-6 Prohibited actions in polling place on election day, exception for simulated voting

N.J.S.A. 18A:42-4 Distribution of literature as to candidacy, bond issues, or other public question to be submitted at election;

34 CFR 98.1 - Pupil Protection Rights Amendment

Child Evangelism Fellowship of NJ vs. Stafford Township School District No. 03-1101 (October 2004)

Hazelwood School District v. Kuhlmeier, 56 U.S.L.W., 4079, January 13, 1988.

**Cross References:**

- 1100 Communicating with the public
- 1315 Distribution of materials to pupils and staff
- 1322 Contests for pupils
- 1330 Use of School facilities
- 4135.16 Work Stoppages/strikes
- 4235.16 Work stoppages/strikes
- 5136 Fund-raising activities
- 6142.10 Technology
- 6145.3 Publications
- 6162.5 Research

Adopted: August 20, 2007