

HOPKINTON SCHOOL COMMITTEE POLICY

DISSEMINATION OF INFORMATION FROM NON-SCHOOL AND SCHOOL SUPPORT GROUPS

Dissemination of information to parents and students about programs or events offered beyond the regular school day by local non-school (e.g., youth athletics) or school support groups (e.g., Hopkinton Education Foundation) must receive the approval of the Superintendent or his/her designee. The distribution of literature by any profit-making ventures or groups not affiliated with Hopkinton will not be approved.

The Superintendent's or his/her designee's approval of information about programs or events will be based on satisfactory responses to the following criteria:

1. Demonstrated value for Hopkinton students;
2. Congruence with current educational offerings, mission, values, and/or the district's Strategic Plan;
3. Appropriateness for the ages and grades that would be involved; and
4. Clarity about the lines of responsibility and adequacy of supervision.

Flyers may be posted on the district website with the approval of the Superintendent or his/her designee. The school district does not allow the distribution of paper brochures or flyers to students. Online registration, rather than paper forms, is strongly encouraged. In limited circumstances, the Superintendent or his/her designee may allow a school support organization to distribute paper flyers.

On rare occasions, the Superintendent or his/her designee may allow distribution of information from the school support organizations through the school district's listserv.

First Reading	April 28, 2011
Second Reading	May 12, 2011
Third Reading	May 24, 2011, June 9, 2011
Adopted	Originally March 4, 1982 as #1327.
Policy Amended	June 9, 2011
Legal References	
Policy Cross Reference	
Procedure Reference	KHCB – R1 – Flyer Website Posting/Distribution Procedures KHCB – R2 – Application for Posting Flyer