

## SAN LORENZO UNIFIED SCHOOL DISTRICT

## RELATIONS

RELATIONS BETWEEN PRIVATE INDUSTRY, NON-PROFIT ORGANIZATIONS AND THE SCHOOLS--  
INCLUDING REQUESTS FOR DISTRIBUTION OF MATERIALS

The Governing Board recognizes that private industry is an important segment of the local community and that the district should seek the involvement and support of representatives from private industry. The participation of private industry in the schools can add to the district's commitment to prepare students for entry into the business community.

School-community relations can be characterized as a partnership in which community members, educators, and other school personnel perform their respective roles cooperatively in view of the best interests of the schools and, most importantly, the students. The major emphasis in such partnerships is in the utilization of human resources. Activities appropriate to these partnerships include career education, incentive and recognition programs, classroom assistance and tutoring, technical education, recreation activities, staff development, drug, alcohol, and tobacco prevention programs, and other support activities.

The Governing Board also recognizes that certain non-profit organizations are also an important segment of the local community and that a cooperative partnership in this area is in the best interests of our schools and students. The Superintendent or his designee shall develop rules and regulations relating to the distribution of materials from private industry and non-profit organizations.

# Rules and Regulations

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## SAN LORENZO UNIFIED SCHOOL DISTRICT

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### NOTICES FOR DISTRIBUTION

1. Permission to distribute notices shall rest with the Assistant Superintendent of Educational Services.
2. Guidelines for determining if a notice is appropriate for distribution are:
  - a. Properly printed with correct spelling and free of grammatical errors.
  - b. Organization or person sponsoring is identified. (Telephone number should be indicated.)
  - c. Notices should be relevant for students, parents and community.
  - d. Examples of notices which could be sent home:
    - Recreational - Hayward Area Recreation Department, San Leandro Recreation Department, Little League, Bobby Sox, etc.
    - Scouts - Boy/Girl/Other
    - Social Service - United Way, Bike Safety, PTA, YWCA, YMCA, etc.
3. Notices to be distributed by the school must be packaged in groups of 35.
4. Notices which require special handling by a certain age group or by boy-girl designation should be taken care of by the distributing agency.
5. Method of distribution shall be determined by the building principal.
6. Notices will be distributed with a two week minimum notice.
7. The Assistant Superintendent of Educational Services may approve requests from private industry to initiate projects or to distribute printed materials which provide opportunities and activities that support the educational efforts of the San Lorenzo Unified School District. Possible areas of support would include activities such as career education, incentive and recognition programs, classroom assistance and tutoring, technical education, recreation activities, staff development, drug,

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# Rules and Regulations

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alcohol, and tobacco prevention programs, and other support activities.

Materials to be distributed shall not include:

1. Materials that promote activities that are in competition with ongoing programs in the San Lorenzo Unified School District (i.e. summer school).
2. Any material that is primarily designed to advertise or to make a profit for the business firm rather than designed to make a contribution to the school or students.
3. Any material that promotes a particular religious belief or a particular political persuasion or any issue that, from the District's perspective, is determined to be of a controversial nature.

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REQUEST TO HAVE A FLYER APPROVED FOR DISTRIBUTION

Representatives of private industry or non-profit organizations who wish to distribute printed materials or to initiate programs to benefit schools must complete this form and submit it to the Director of Educational Services in the Educational Services Department for approval with a minimum of two weeks notice.

Activities and programs wherein private industry may wish to support schools include activities such as career education, incentive and recognition programs, classroom assistance and tutoring, technical education, recreation activities, staff development, drug, alcohol and tobacco prevention programs, and other support activities.

**Inappropriate materials include:**

1. Materials that promote activities that are in competition with ongoing programs in the San Lorenzo Unified School District (i.e., summer school).
2. Any material that is primarily designed to advertise or to make a profit for the business firm rather than designed to make a contribution to the school or students.
3. Any material that promotes a particular religious belief or a particular political persuasion or any issue that, from the District's perspective, is determined to be of a controversial nature.

Name of private firm or non-profit organization: \_\_\_\_\_

|                   |        |
|-------------------|--------|
| Name:             | Date:  |
| Address:          | Phone: |
| City, State, Zip: | Fax:   |

Private firm or organization contact person: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Title: \_\_\_\_\_

Purpose of materials/program:  
\_\_\_\_\_

Target audience: \_\_\_\_\_

Grade Levels \_\_\_\_\_

Approved:      Yes          No

Signature \_\_\_\_\_  
Director, Educational Services

**Note:** Materials need to be delivered directly to the schools and bundled in class sets of 35.  
Distribution sheet available upon request.