

DISTRICT NEWSLETTER OR ONLINE PUBLICATION

The District has defined the following policy guidelines regarding the publication and distribution of the District newsletter.

A. The purpose of the District Newsletter or Online Publication is to

1. Provide information about the District to those who attend school in the District, work in the District or live in the District.
2. Act as a vehicle for the sharing of student/staff accolades and accomplishments.
3. Provide a permanent record of the history of the school.
4. Present community information as it relates to District activities.

B. Material to be published

1. Items published in the District newsletter or online publication will follow the ethics of responsible journalism and excellence in writing.
2. Information may not include statements, labels, jokes, or any other material that is demeaning or that could be construed in a negative way.
3. Information may not conflict with the District's educational mission and philosophy or infringe upon the rights of other students or staff in the educational environment.
4. Language, pictures, music and symbols will not be permitted if they are obscene, libelous, infringe upon other student or staff rights, or are otherwise offensive to good taste.
5. The administrator must approve the printing of material previously published in a professional publication even if permission is given by the author and publication.
6. The District newsletter or online publication may not endorse candidates.
7. Expressions of opinion should be responsible, balanced, and well-researched.
8. All materials to be printed are subject to review by the editor for compliance with the provisions of this policy.
9. The editor will consult with the district administrator with any questions about the suitability of material for publication.
10. The District newsletter or online publication is not a public forum.

APPROVED: March 17, 2014
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