

Contacts with Staff Including Distribution of Materials to Staff

1. Contacts

Efforts shall be made to avoid interrupting teachers during instructional time. Certificated staff shall be available for consultation with students and patrons one-half (½) hour before and after school time. Students and patrons are urged to make appointments with staff to assure an uninterrupted conference. Telephone calls will be held in voice mail to be returned during non-instructional time (class change, recess, lunch, or teacher conference period). No one shall solicit funds or conduct private business with staff during regular working hours.

2. Mail

Mail boxes or their equivalent will be established for staff at work sites for the distribution of U.S. mail and district interschool mail.

3. Distribution

The Yakima School District provides communication services for the purpose of furthering the educational mission of the district; some limited courtesy use of district communication facilities may be authorized.

Non-school related organizations may ask the superintendent or his/her designee for permission to:

- 3.1 display posters in the faculty lounge area reserved for community posters, or
- 3.2 make flyers available in the faculty lounge.

The posters and/or flyers must have the sponsoring organization's name prominently displayed. Efforts will be made to limit mass distribution in staff mail boxes. No political or campaign materials (except for student elections or materials used for educational lessons) and no materials that would disrupt the educational process; that violate the rights of others, including materials that are defamatory; that invade the privacy of others; that infringe on a copyright; or that are obscene, vulgar, or indecent, may be posted or distributed in a school or district building.

The board directs the superintendent to prepare appropriate procedures to implement this policy.

Cross References:

- (cf.: 2317 – Distribution of Advertising)
- (cf.: 2322 – Contests for Students)
- (cf.: 2340 – Religious-related Activities or Practices)
- (cf.: 3222 – Distribution of Materials by Students)
- (cf.: 4210 – School-supported Organizations)
- (cf.: 4311 – School Visitation Rights of Non-Students)
- (cf.: 4320 – Contacts with Students)

Legal References:

RCW 28A.600.010 Government of schools, pupils, employees, rules and regulations for –Due process guarantees—Enforcement.

Hedges v. Wauconda Community Unit School District No. 18, 9 F.3d 1295 (7th Cir. 1993)

Lamb's Chapel v. Center Moriches Union Free School District, 113 S. Ct. 2141 (1993)

Sherman v. Community Consolidated School District 21 of Wheeling Township, 8 F.3d 1160 (7th Cir. 1993)

Berger v. Rensselaer Central School Corp., 982 F. 2d 1160 (7th Cir. 1993)

Adoption Date:

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