

Prohibition Against Permanent Use

**Using Facilities**

Salespeople and other persons soliciting information, products or services will not be allowed in the classroom or on the school premises during school hours or school activities to solicit employees or students unless prior approval is given by the building principal. Except as allowed in KG, the facilities, the staff or the students of the district shall not be used in any manner to advertise or promote noneducational interests except that the district may:

1. Utilize films and other instructional aids furnished by private sources when the advertising content is reasonable.
2. Cooperate through announcements and distribution of program material with nonprofit community organizations that supplement the school program when such cooperation will not interfere with the school program.
3. Permit voluntary participation by students in essay, art, science and similar contests sponsored by outside interests when such activities parallel the curriculum and contribute to the educational program.
4. Release promotional material for athletic and cultural events that are not sponsored by the district if they parallel the district's curriculum and contribute to the educational program.
5. Accept or solicit limited advertising on extracurricular activity schedules, programs, newspapers, yearbooks or other district-sponsored publications at the discretion of the principal of the school involved.
6. Allow for distribution to teachers of information by teachers' groups or other groups partnering with the district through use of school mailboxes or posting in the teacher's lounge.
7. Designate a bulletin board on which information about community activities may be posted.

8. Allow certain groups partnering with the school district to conduct fundraisers or informational campaigns to distribute information in the schools, if such activities will benefit students in the school.
9. Permit other exceptions when, in the judgment of the superintendent or designee, students of the district will benefit. The superintendent may, at his or her option, refer specific cases to the Board for decision.

The Board and administration will not tolerate any person or persons whose presence disturbs classes or school activities or hinders the instructional process. If such persons will not leave the district premises upon request, the superintendent, building principal or designee may contact the proper legal authorities, file a report or sign a complaint on behalf of the district.

Security of Buildings

Access to school buildings and grounds outside regular school hours will be granted only to authorized personnel. An adequate key control system shall be established that will prevent the potential entrance of unauthorized persons.

All records of existing or proposed security systems and structural plans for property owned or leased by the district will be considered closed to the extent that disclosure would threaten public safety, as allowed by law.

Primary Use of Buildings and Grounds

As a service to the community and in accordance with state law, the Board of Education may allow the use of public school facilities by individuals, groups and associations for educational, recreational, social, civic, philanthropic and other similar purposes as the Board deems are for the best interests of the community.

Permission to use school facilities will be granted to community organizations and residents by the superintendent, or his or her designee, in keeping with the policies, rules and procedures adopted by the Board. However, such use will not interfere in any way with the regular programs and activities of the school district.

A nominal rental fee to cover operational costs (heat, lights, etc.) and custodial service will be charged in accordance with a schedule recommended by the superintendent and approved by the Board. The fee will not be charged to any school-related organization. The Board may consider waiving the fee for special public programs.

The use of playgrounds and buildings during the summer months for recreational purposes shall be governed by the superintendent according to the Board policies, rules and procedures.

Where possible, a certificate of insurance or hold-harmless agreement shall be provided by the persons or organizations using school facilities.

Restrictive Regulations

School facilities may not be used for any activity or program that discriminates against persons based on sex, age, race, color, religion, creed or national origin.

District-owned Vehicles

District vehicles and equipment shall be operated only by the specific employee or employees assigned the specific duty.

Loan of Properties and Equipment

No school properties and/or equipment shall be loaned to anyone for personal use.

Use of District-Owned Cellular Phones and Other Electronic Communication Devices

No one shall use district-owned cellular telephones or other electronic communication devices while operating a motor vehicle or other equipment. The District shall advise all who are issued cellular phones regarding the possible safety and health-related risks of cellular phone use.

Possession of Weapons Prohibited

Possession of weapons is prohibited in school district facilities and buildings, and to the fullest extent allowed by law, on all school district property. A concealed carry permit issued pursuant to Section 571.094 R.S.Mo. **does not** authorize any person to possess a weapon in violation of this policy. Under no circumstances are students allowed to possess weapons.

District security personnel who are sworn law enforcement officers or who are otherwise licensed to carry weapons pursuant to local, State or federal law are permitted to carry weapons under the authority of the Director of Security.

Notices shall be posted at the entrance to all district facilities, buildings and sites advising that the possession of weapons is prohibited.

If any person is found in possession of a weapon in violation of this policy, s/he shall be immediately reported to the district security officer responsible for the building, site or event and to the principal or administrator in charge. As soon as is practicable following such an incident, a report shall be made to the Director of Security.

Wellness Center

The Wellness Center is for the use and enjoyment of district employees, retired employees, Board of Education Members and the immediate family members of those groups, age 18 and over. Any person using the Wellness Center must display a district-issued ID badge.

**TOBACCO-FREE DISTRICT**

All employees, students and patrons are prohibited from smoking or using tobacco or tobacco products in all school facilities, buildings, school transportation, other district transportation and on all school grounds at all times.

Students who possess or use tobacco products on district grounds, district transportation or at district activities will be disciplined in accordance with Board policy.