

SOLICITATIONS IN SCHOOLS/DEPARTMENTS

Schools/departments shall refer businesses and/or organizations including online solicitations to Volunteer Services and Community Partnerships (hereinafter referred to as Volunteer Services) to obtain information on engaging with Colorado Springs School District 11 (the District). Volunteer Services will acknowledge all requests with directions as to further steps.

Schools will require a visiting privileges letter to verify the completion of the process with Volunteer Services.

The principal or executive leadership will make a decision regarding engagement with the solicitor. Volunteer Services will notify principals and/or executive leadership upon approval.

Distribution of handouts and/or flyers is discouraged. The District uses an electronic flyer system managed by Volunteer Services.

Approval for specific handouts and requests for distribution must be authorized by Volunteer Services.

District employees will follow the same policies for their own business activities, advertising or other activities for which they are not paid through the District payroll. This includes facility rental, use of warehouse delivery system and pony system.

Revenue-enhancing activities that benefit the District are governed by Board policy and regulations concerning advertising in schools. (see Board Policy KHB).

Current practice codified 1994
Approved May 1995
Revised May 14, 2014
Revised March 18, 2015
Revised September 12, 2018

CROSS REFS.: DFG, Revenues Generated from School or District Activities (School Fundraisers)
DJG, Vendor Relations
GBEA, Staff Ethics/Conflict of Interest
GBEBC, Gifts to and Solicitations by Staff
KCD, Gifts/Donations to Schools
KFA, Public Conduct on School Property
KHA, Solicitations in Schools/Departments
KHB, Advertising in Schools/District
KHE, Political Solicitations in Schools/District
KI, Visitors to District Schools
KJJ, Relations with Community Fund-Raising Groups
KJK, Relations with Partisan Political Organizations