



NEBO SCHOOL DISTRICT ADMINISTRATIVE DIRECTIVE

Directive
No.
1.3

SECTION: ADMINISTRATION
TITLE: DISTRICT MAIL
DATE: OCTOBER 2001

Nebo School District's in-house "district mail" is not a public forum and is provided for the exclusive use of school and district personnel. District mail may be used only for the distribution of inter-office and inter-school mail, district materials and supplies, United States mail, and for work-related communication among employees of the school district. Employee organizations which are officially recognized by the Board of Education may use district mail for work-related communication involving their representational duties, but not for recruiting membership, distributing political campaign literature, or organizing any kind of job action. The Nebo Education Foundation, Parent-Teacher Associations, and the Nebo School District Community Education programs may use district mail for work-related communication within the school district. Any other use is prohibited.

QUESTIONS AND CONCERNS REGARDING THE APPROPRIATENESS OF MATERIAL SENT OR RECEIVED THROUGH THE DISTRICT MAIL SHOULD BE COMMUNICATED TO THE DIRECTOR OF OPERATIONS.