



La Feria Independent School District

P.O. Box 1159 • 203 E. Oleander Ave. • La Feria, Texas 78559 • (956) 797-8300 • FAX (956) 797-3737

Cynthia A. Torres, Superintendent

La Feria I.S.D.
School Board

July 17, 2023

Jane Castillo
President

Administrative Policy #11 *CTorres*
RE: Distribution of Literature

Katie Johnson
Vice-President

Administrative policy for distribution of literature in La Feria ISD schools

Alma Martinez
Secretary

NON-SCHOOL LITERATURE INTENDED FOR DISTRIBUTION TO EMPLOYEES

Juan Briones
Member

1. Materials will only be allowed to be distributed if the content indicates that a clear and direct benefit is being offered to District Employees.

Gloria Casas
Member

2. Materials must be submitted to **Mrs. Cindy Torres, Superintendent of Schools**, for approval.

Lisa Montalvo
Member

3. Materials will not be distributed directly to employees. After approval by the Superintendent, the materials may be forwarded to campuses and departments for placement on a bulletin board selected by the campus principal/department director.

Ruben Zambrano
Member

NON-SCHOOL LITERATURE INTENDED FOR DISTRIBUTION TO STUDENTS

1. Materials must be submitted to Mrs. Cindy Torres, Superintendent of Schools, for approval.
2. Materials will not be distributed directly to students. After approval by the Superintendent, the materials may be delivered to campuses for placement in a designated area that may be accessed by students and parents. Campuses must confirm that the material has been approved.
3. Materials should not be sent to campuses electronically. District employees are not permitted to print or copy non-school literature for students.