

DISTRIBUTION OF NON-SCHOOL MATERIALS & BIRTHDAY TREATS

Cornerstone Elementary School allows the distribution of non-school materials by community members and students in accordance with Fort Bend ISD Board Policies GKDA Local and FNAA Local. This procedure does not apply to distribution of food, which is addressed in the FBISD Student/Parent Handbook. On our campus, the following procedure applies:

Except as specifically identified below, all non-school materials must be distributed digitally using the District's PeachJar platform. More information can be found at:

<https://www.fortbendisd.com/Page/94565>.

- All materials must involve age and/or developmentally appropriate materials for students.
- Except for distribution by a student, materials may only be distributed by a group identified by the Internal Revenue Service as a nonprofit 501 (c)(3) or 501 (c)(4) organization.
- Our campus welcomes classroom distribution of non-school materials by students and parents in the following circumstances (all other materials should be distributed through PeachJar):
 - **Classroom celebrations (i.e. Winter and Spring Parties)**
 - For classroom distribution on these occasions, materials must be compiled into one item/bag per student, must be reasonable in size and cost (no larger than a quart sized plastic storage bag, with a cost of \$5 or less per item), and will be passed out at a time that allows for the least amount of classroom disruption (typically at the end of school day).
 - **Student birthdays (on or near the birthdate):**
 - Students may bring party invitations for parties to be held off campus but must invite everyone in the class. Invitations will only be accepted by the teacher on Mondays to be sent home in the Tuesday Folder.
 - Students will be allowed to celebrate their birthday at the end of the day, by providing store-bought donuts, cookies, or cupcakes, only. No nuts please, due to allergies.
 - The package must include the list of ingredients.
 - **A parent or guardian must bring them into the building and fill out the log**, which is submitted to FBISD's Child Nutrition office.
 - We respectfully request no cakes, drinks, balloons, flowers, stuffed animals, or goody bags.
 - Parents are not allowed in the classroom for the celebration.
- Except for **classroom celebrations and student birthdays**, materials must include the name of the person or organization sponsoring the distribution and the following disclaimer:

"This organization and its activities are not related to or sponsored by Fort Bend Independent School District. These materials are made available for distribution according to District Policies GKDA Local and FNAA Local."

