## Policy 0503.90 Commercial Tours

School time is not to be used by West Ada School District professional employees to promote commercial tours and other similar activities. It should be noted the West Ada School District is not the sponsor of such tours and activities.

## PROCEDURES AND GUIDELINES:

- Employees will not be granted professional leave to participate in these activities.
- Building public announcement systems will not be used to promote such programs.
- Class time will not be used to promote these activities.
- The use of school district resources is prohibited.
- Bulletin boards may be used for displaying related materials and classrooms may be used for informational meetings during non-school hours.