

2017 – 2018 Flyer/Nonschool Printed Material Approval Dates

The following schedule signifies the dates flyers/nonschool printed materials will be considered for approval for distribution on the District’s Website. Flyers/nonschool printed material will only be approved on a specified Tuesday date. Flyers/nonschool printed materials not received by the due date will be dated and scheduled for distribution on the District’s Website for the next specified valid distribution period. This timeline will be strictly enforced.

| Due Dates for Approval Consideration | Valid Distribution Dates |
|--------------------------------------|--------------------------------------|
| August 15, 2017 | August 22 – September 12, 2017 |
| September 5, 2017 | September 12- October 3, 2017 |
| September 26, 2017 | October 3 – 24, 2017 |
| October 17, 2017 | October 24 – November 14, 2017 |
| November 7, 2017 | November 14 – December 19, 2017 |
| December 12, 2017 | December 19, 2017 – January 16, 2018 |
| January 9, 2018 | January 16 – February 13, 2018 |
| February 6, 2018 | February 13 – March 6, 2018 |
| February 27, 2018 | March 6 – 27, 2018 |
| March 20, 2018 | March 27 – April 17, 2018 |
| April 10, 2018 | April 17 – May 8, 2018 |
| May 1, 2018 | May 8 – May 29, 2018 |
| May 22, 2018 | May 29 – June 19, 2018 |

- All requests must have a completed *Request for Flyer/Nonschool Printed Materials Approval Form* and any other supporting documentation that may be required.
- A legible original or copy of the material to be distributed on the Website must be submitted with the *Request for Flyer/Nonschool Printed Materials Approval Form*.
- Flyers and nonschool printed materials must adhere to all District guidelines.
- Once the Flyer/nonschool printed material has been removed following the designated valid posting dates, a new *Request for Flyer/Nonschool Printed Materials Approval Form* must be submitted for a future posting of the same material.

The direct distribution of nonschool related materials to students is strictly prohibited.