



MODESTO CITY SCHOOLS

Public Information Office

426 Locust Street, Modesto, CA 95351

Tel (209) 492-2977 • Fax (209) 576-4765 • mcs4kids.com

TO: Community Organizations

DATE: 7/15/16

FROM: Becky Fortuna, Public Information Officer

SUBJECT: Flyer Distribution in Modesto City Schools

Modesto City Schools Board Policy ([BP 1315](#)) and Administrative Regulation ([AR 1315](#)) allow community organizations to distribute materials to students through school sites. Distribution requirements are as follows:

K-6 Distribution Requirements:

1. Materials may not be sectarian, partisan, or denominational publications, and may not solicit funds.
2. Submit a copy of the flyer to be distributed and the completed distribution form to the Public Information Office at least two weeks prior to date of distribution. Submit materials via mail (426 Locust Street, Modesto, CA 95351), fax ((209) 576-4765), or e-mail (publicinfo@mcs4kids.com).
3. Once approved, organizations will receive notification. Organizations are responsible for duplicating and bundling materials according to the attached distribution guidelines. Please label each bundle according to grade and bundle count.
4. Organizations must deliver materials to school sites at least two days in advance of the distribution date. Please place materials for each site in large envelopes or double rubber band.

K-6 Distribution Dates:

August 17, 2016

March 8, 2017

October 12, 2016

May 17, 2017

January 11, 2017

7-12 Distribution Requirements:

1. Materials may not be sectarian, partisan, or denominational publications, and may not solicit funds.
2. Submit a copy of the flyer to be distributed and the distribution form to the Public Information Office at least two weeks prior to the date of distribution. Submit materials via mail (426 Locust Street, Modesto, CA 95351), fax ((209) 574-1565), or e-mail (publicinfo@mcs4kids.com).
3. Once approved, organizations will receive notification. There are no designated flyer distribution dates for grades 7-12. Organizations are responsible for providing 50 copies to selected sites. Site administration will determine placement of materials.

For more information regarding the distribution of printed materials, contact the Public Information Office at (209) 492-2977 or publicinfo@mcs4kids.com.



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Flyer Distribution Form

Mail, fax or email completed form, with flyer, to the Public Information Office.

Organization _____

Phone Number _____

Fax Number _____

Contact Person _____

Type of Organization:

- Non-Profit
- Private or Business
- Other: _____

Date of Distribution:

- August 17, 2016
 - October 12, 2016
 - January 11, 2017
 - March 8, 2017
 - May 17, 2017
 - Other: _____
- (Restrictions may apply)

For distribution to:

- All K-6 sites All 7-8 sites All 9-12 sites

OR check specific schools that apply:

Elementary Sites (K-6):

- | | | |
|---|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> Beard | <input type="checkbox"/> Bret Harte | <input type="checkbox"/> Burbank |
| <input type="checkbox"/> El Vista | <input type="checkbox"/> Enslin | <input type="checkbox"/> Everett |
| <input type="checkbox"/> Fairview | <input type="checkbox"/> Franklin | <input type="checkbox"/> Fremont |
| <input type="checkbox"/> Garrison | <input type="checkbox"/> Kirschen | <input type="checkbox"/> Lakewood |
| <input type="checkbox"/> Marshall | <input type="checkbox"/> Martone | <input type="checkbox"/> Muir |
| <input type="checkbox"/> Robertson Road | <input type="checkbox"/> Rose Avenue | <input type="checkbox"/> Shackelford |
| <input type="checkbox"/> Sonoma | <input type="checkbox"/> Tuolumne | <input type="checkbox"/> Wilson |
| <input type="checkbox"/> Wright | | |

Junior High/Middle School Sites (7-8):

- Hanshaw La Loma Mark Twain Roosevelt

High School Sites (9-12):

- | | | | |
|---------------------------------|----------------------------------|-----------------------------------|----------------------------------|
| <input type="checkbox"/> Beyer | <input type="checkbox"/> Davis | <input type="checkbox"/> Downey | <input type="checkbox"/> Elliott |
| <input type="checkbox"/> Enochs | <input type="checkbox"/> Gregori | <input type="checkbox"/> Johansen | <input type="checkbox"/> Modesto |

This portion for District staff only

Distribution Approved -- Special Instructions: _____

Distribution Denied -- Reason: _____

District Representative

Date

Teacher Count 2015-2016 with Special Ed

Grade For Printing	TK (25)	K (25)	K Tchrs Special Ed	K S Special Ed	1st (25)	1st Tchrs Special Ed	1st Students Special Ed	2nd (25)	2nd Tchrs Special Ed	2nd Students Special Ed	3rd (25)	3rd Tchrs Special Ed	3rd Students Special Ed	4th (35)	4th Tchrs Special Ed	4th Students Special Ed	5th (35)	5th Tchrs Special Ed	5th Students Special Ed	6th (35)	6th Tchrs Special Ed	6th Students Special Ed
Beard		2			2			2	1	7	2	1	8	2	1	7	1	1	7	2		
Bret Harte		6			6			7			6			5			5			4		
Burbank	2	4			4			5			4			3	1	8	3	1	7	3		
El Vista		3			3			2			3			1			1			2		
Enslin		2			3			3			3			2			2			2		
Everett		2			2			3			2			2			2			2		
Fairview		4			3			6			5			4			4			3		
Franklin		5			6			6			6			4			4			3		
Fremont-Op		1			1			1			1			1			1			1		
Fremont-TR		2	1	2	2	1	8	2	1	6	3	1	8	2	2	13	1	1	9	1		
Garrison		3	1	17	3	1	4	2	1	2	2			1			1			1		
Kirschen		4			4			4			4			3			3			3		
Lakewood		2			2	1	2	2	1	4	3	1	2	2	1	2	2	1	4	2	1	3
Marshall	1	4			4	1	6	5	2	6	6	1	11	3	1	8	3	1	7	3		
Martone		3			3			4			4			4	1	8	4	1	7	3		
Muir		3			3			3	1	11	3	1	3	2	1	7	2	1	8	2		
Rob. Road		2			2			3	1	4	2	1	10	2	1	5	2	1	11	2		
Rose		3			3	1	3	3	1	4	4	1	6	2	1	10	3	1	10	2	1	11
Shackelford	1	3			3			3	1	4	3	2	12	2	1	12	2	1	13	2		
Sonoma	4	2			3			3			3			2			3			3		
Tuolumne		4			4			4			4			3			2			3		
Wilson		1			2			2			2			2			1			1		
Wright		2			3			2			2			2			2			2		
Gr Lvl Totals	8	67	2	19	71	5	23	77	10	48	77	9	60	56	11	80	54	10	83	52	2	14
Library Services		10			10			10			10			10			10			10		
Final Total	8	77	2	19	81	5	23	87	10	48	87	9	60	66	11	80	64	10	83	62	2	14

Change 8/14
 Change in classes 8 10 15
 Fremont Open K-6=35 student copies each
 Change 9/10
 Total Student Copies 175 1960 2085 2035 2210 2275 2170 2135

Updated 3/19/15 with HR tentative numbers
 SE updated 3/4/15 with email from Devon
 updated fv +1 third grade per kim n 6 2 15
 updated 9/10/15 with open/close classrooms