



**ENCOURAGING • CHALLENGING • ACHIEVING**

The Belton School District #124 is pleased to announce a new procedure for distributing “backpack” flyers. After discussion with members of PTA Council and school district employees, guidelines and procedures have been set to post flyers on the school district’s website. This procedure does not include flyers and information from PTA, PTA Council, Belton Parks & Recreation and any of the Belton Schools including clubs and activities sponsored by the Belton School District. These may still be sent home with students.

Businesses or organizations may have an advertisement or flyer posted on the website providing it meets the guidelines and has been approved by district personnel. There will be a \$15.00 fee for each flyer posted. The fees will be made payable to The Belton Educational Foundation and will help fund scholarships to students in the Belton School District. The postings will remain on the website for 30 days or until the event has taken place, whichever comes first.

Approval will be granted to flyers that meet the following criteria:

1. The event or advertisement is child and/or family related.
2. There is a specific time and date for the particular event. Ongoing events, for example “once a week on Thursdays”, will be posted one time for 30 days and then will cease for the remainder of the school year.
3. Advertisements to purchase items or promotional sales information to any event will only be considered if it is a local
4. The district reserves the right to deny any advertisement or flyer if it does not meet these guidelines or is considered inappropriate.

This process will be managed by Pupil Services which is located at the Belton School District Central Office, 2<sup>nd</sup> floor. Flyers must be sent via email to [jsteen@bsd124.org](mailto:jsteen@bsd124.org) for approval and posting to the website; [beltonschools.org](http://beltonschools.org), under the “Students” tab. Any questions regarding this process can be directed to Janatha Steen at 816-348-1512.

**Disclaimer:** The Belton School District #124 does not endorse these events or advertisements posted on the school website. They have paid a fee and have met the guidelines to post this advertisement.