



## Community Connection Guidelines and Procedures

1. Ralston Public Schools' Community Connection is a District digital publication, which means flyers/advertisements must be education-related or benefit the students and families of Ralston Public Schools.
2. Final approval of all messages rests with Ralston Public Schools' communications staff.
3. Messages are limited. Positions are filled on a first-come, first serve basis, with preference given to non-profits, or businesses offering educationally-related services.
4. Ralston Public Schools reserves the right to determine the acceptable content of any and all advertising on District publications.
5. The following content would not be acceptable:
  - a. The District does not create or establish an open or public forum.
  - b. Ads must be appropriate for all students.
  - c. Advertisements shall not contain statements which are contrary to educational values, is vulgar, obscene, defamatory, discriminatory, religious, political, ideological or which relates to a controversial topic.
  - d. Advertisements shall not relate to a product or service, which is inappropriate or illegal for minors.
  - e. Advertisements may not relate to a product or service that is educationally controversial or promotes ideological, political, religious, or social beliefs.
6. All ads must include the following language in a font no smaller than 11 points: This event or activity is not endorsed by Ralston Public Schools.

### **Community Connection Rates**

- Informational Flyer: \$25.00  
Includes a one-sentence headline, a brief two to three sentence description underneath, and a link to a .pdf flyer hosted online. \*Each additional, consecutive Community Connection placement (same flyer, headline, and description): \$15.00

\*All checks made payable to Ralston Schools Foundation, 8545 Park Drive, Ralston, NE 68127

\*To pay online, please contact Katy Core [kcore@ralstonschools.org](mailto:kcore@ralstonschools.org)