KEARNEY PUBLIC SCHOOLS

FOR KPS-SPONSORED ACTIVITIES
Flyer Distribution Instructions

- Only KPS-sponsored activities are approved for handouts at the schools.
- All handout materials must be approved by Communications or Superintendent.
- **All material must be counted in classroom sets of 30.**
- **All classroom sets must be rubber banded or clipped together, bundled by school, and clearly labeled with grade and school name.**
- Bring bundles into the Administration Office, 320 W 24th Street, for distribution to the schools. These must be distributed through school mail and not delivered directly to the school.
- We recommend at least 2 weeks prior to your registration end date.

Middle Schools & Hanny Arram Center for Success

- We do not do handouts at the middle school level. You may include 4 copies addressed to each middle school to post.
- PDF fliers can be emailed to kps@kearneycats.com for inclusion on the Community Activities website and to be posted on the school's Facebook pages.

	BRIGHT FUTURES	BRYANT	BUFFALO HILLS	CENTRAL	COTTONWOOD	EMERSON	KENWOOD	MEADOWLARK	NORTH EAST	PARK	WINDY HILLS
PK	4										
kINDER		2	3	2	1	2	3	3	3	2	2
1ST		2	3	2	1	2	3	3	3	2	2
2ND		2	3	2	1	2	3	3	3	2	2
3RD		2	3	2	1	2	3	3	3	2	2
4TH		2	3	2	1	2	3	3	3	2	2
5TH		2	3	2	1	2	3	3	3	2	2
TOTAL SETS OF 30 EACH	**4**	**12**	**18**	**12**	**6 SETS OF 10 EACH**	**12**	**18**	**18**	**18**	**12**	**12**

TO ADD AN EVENT TO THE COMMUNITY ACTIVITIES PAGE

- **To Submit an Event:** https://www.kearneypublicschools.org/eventform
- To view on the web: https://www.kearneypublicschools.org/resources/student-activities/community-activities1
- Please try to send your event one week prior to allow Kassie time to add it.