

BHISD COMMUNITY BOARD FLYER APPROVAL DATES FOR SCHOOL YEAR 2011-2012

Following are flyer approval dates.

Also listed are the valid dates for website posting

Flyers will only be posted for a 3 week period.

Flyers not received by the due date will be dated for the next three week valid period.

Flyers may be denied for the BHISD Community Flyer Board due to poor quality for website placement.

*All flyers need to be in **pdf** format and emailed to sqage@bhisd.net*

Flyer Due Dates for Approval	Valid "for" dates
September 6, 2011 (Tuesday)	September 12-September 30, 2011
September 26, 2011 (Monday)	October 3-October 21, 2011
October 17, 2011 (Monday)	October 24- November 11, 2011
November 7, 2011 (Monday)	November 14-December 9, 2011
January 3, 2012 (Tuesday)	January 9-January January 27, 2012
January 23, 2012 (Monday)	January 30-February 17 2012
February 13, 2012 (Monday)	February 20-March 9, 2012
March 5, 2012 (Monday)	March 19, 2012-April 6, 2012
April 2, 2012 (Monday)	April 9-April 26, 2012
April 23, 2012 (Monday)	April 30-May 18, 2012

- All requests must have an up-to-date 501 (c)(3) in file with the Office of Auxiliary Services.
- A copy of the material to be accessed must be submitted along with the BHISD **Flyer Distribution Request and Approval Form.**
- Flyers must adhere to all District guidelines
- A copy of the approval letter must accompany the flyer that will be placed on the BHISD Community Flyer Board.