



SOMERS POINT SCHOOL DISTRICT

ADMINISTRATION OFFICES

121 West New York Avenue
Somers Point, New Jersey 08244

Phone: (609) 927-2053 ~ Fax: (609) 927-7351 ~ www.sptsd.org

Michelle CarneyRay-Yoder, Ed.D., Superintendent Ext: 3211
Susan Irons, Business Administrator/ Board Secretary Ext: 3220

SOMERS POINT
SCHOOL DISTRICT
the learning starts here!™

Request for Distribution of Materials for 2018-2019 School Year

In order for flyers to go home with students the request with flyer attached for approval should be dropped off or emailed to the Superintendent and her Secretary (mcarneyray-yoder@sptsd.org and mduffey@sptsd.org), no later than Friday at 9:00 am for approval by the Superintendent. Any request that comes in after that will not be sent home until the following week, after approval.

Today's date: _____

Name of Applicant: _____

Affiliation (if applicable) _____

Telephone number _____

Requested grades for distribution: K 1 2 3 4 5 6 7 8 ALL

Requested population for distribution: Girls Boys ALL

Requested date of distribution: _____

Additional Comments: _____

Date: _____

Superintendent's Approval: _____

Date Approved: _____

Flyers must be counted and bundled for each homeroom as indicated below or they will not go out. Bundles must be received by 11:00 am, the day before distribution or your form will not be distributed.

NYA	Grade Levels	Quantity	Total
MUST BE DELIVERED TO NYA	PK	6 x 16	96

Dawes Ave. School	Grade Levels	Quantity	Total
	K	5 x 21 copies	105
MUST BE DELIVERED TO	1	5 x 22 copies	110
DAWES AVE.	2	4 x 22 copies	110
	3	5 x 21 copies	105
	SC	4 x 10 copies	40

Jordan Road School	Grade Levels	Quantity	Total
	4	6 x 23 copies	138
	5	6 x 23 copies	138
MUST BE DELIVERED TO	6	5 x 22 copies	110
JORDAN RD.	7	5 x 19 copies	95
	8	5 x 20 copies	100
	SC	4 x 12	48