



Office of the Superintendent
 Marlborough District Education Center
 17 Washington Street Marlborough, MA 01752
 Phone: 508-460-3509 ext. 10100

Request for Approval to Distribute Fliers in MPS "backpack" Mail

Application Instructions:

Please email this form along with a PDF of your document to Patty Sibilio at psibilio@mops-edu.org. **Flyers for profit business establishments cannot be distributed.** Marlborough Public Schools distributes documents in English, Spanish and Portuguese. Documents may be 2-sided with translations on the reverse side of the English. Flyers that are not translated may be posted on the MPS website in the *Virtual Backpack*. A confirmation of approval will be emailed to you.

A copy of the confirmation sheet and an additional copy of the document to be distributed must be brought to each school's main office. Items must be delivered in packets prepared in accordance to each school's class size needs. The number of packets/flyers per school will be added to the bottom of this approval form once APPROVED.

Contact information is available on our website www.mps.edu.org

Your organization is responsible for placing items in the distribution mailboxes once you have signed in at the front office. Please note that fliers are not sent home at Marlborough High School or 1 LT. Charles W. Whitcomb School.

Items must be received by noon on Tuesday for distribution on Wednesday. It is advisable to check with the schools that this schedule is in effect for your target week.

MPS retains the right to deny distribution based on content of materials.

Please contact Patty Sibilio, Executive Assistant to the Superintendent, with any questions.

Date: 3/27/19

Organization Name: Marlborough Education Foundation (MEF)

Contact: Sue Pearl

Contact Email: sue.pearl@gmail.com

Contact Phone: 508-353-7688

Purpose of mailing /announcement: MEF Spring fundraiser

Targeted Grades: Pre-K through 12

Anticipated Date of Distribution: 5/10/19

Approval Stamp

APPROVED

MHS (9-12)

Whitcomb (5-8)

Jaworek (K-4)

Kane (K-4)

Richer (K-4)

Early Childhood Center (PK)

Virtual Backpack only 5-12

36/25

28/25

28/25

210



Marlborough Education Foundation, Inc.
Presents
Spring 2019

APPROVED

“Thank an Educator”

In a few short weeks the school year will come to a close and many of us consider ways to thank a special teacher who has made school a welcoming place for our children. **With the restrictions on the gifts that teachers can accept, this is a perfect way to acknowledge their contributions, and stay within those guidelines.**

Why not make a tax-deductible contribution to the Marlborough Education Foundation (MEF) in that special teacher’s name? Your support will allow MEF to continue to provide grants for innovative and unusual programs that are not included in the regular school budget. Over the last twenty-two years MEF has awarded over \$202,959 to our teachers and administrators. Much of that money came from parents like you who donated to the Foundation during the semiannual “Thank an Educator” program.

Our spring recipients will receive a special MEF gift and a certificate telling them of your donation in their honor. Knowing that you took the time to remember them in a way that will benefit the entire school system is the best gift of all.

So shop no further. Give a gift that keeps on giving!
Please detach and return with your check *by June 11, 2019*

Marlborough Education Foundation, Inc.
P.O. Box 5824
Marlborough, MA 01752
www.mefonline.org



I/We _____
Your name(s) and address

Would like to acknowledge our appreciation for the educational contribution of

Teacher’s name

Who teaches _____
Child’s name/grade _____ grade _____

School _____ Subject _____

Please mail your check in the amount of \$_____ (minimum \$10 per teacher on an individual basis, \$5 per teacher if you are honoring a team/cluster (e.g. \$20 for a team of 4)) to the address above. Please list each teacher individually to be honored.



APPROVED

Fundação de Educação de Marlborough, Inc.

Apresenta

Primavera de 2019

“Obrigado ao Educador”

Em algumas semanas o ano escolar encerrará e muito de nós consideramos maneiras de agradecer ao professor especial quem tem feito o ano escolar um ambiente de bem vinda para as nossas crianças. **Com as restrições sobre os presentes que os professores podem aceitar, esta é uma maneira perfeita de reconhecer suas contribuições, e permanecer dentro dessas diretrizes.**

Porque não fazer uma contrinuição com redução de imposto de renda para a Fundação de Educação de Marlborough (MEF) no nome do professor especial? Seu suporte permitirá que o MEF continue a fornecer verbas para os programas inovativos e diferentes que não são incluídos no orçamento da escola regular. Por mais de vinte e dois anos o MEF tem recompensado mais de \$202,959 para nossos professores e administradores. Muito desse dinheiro veio dos pais como você quem doaram para a Fundação durante o programa “Obrigado ao Educador” semi-anual.

Nossos recipientes da primavera irá receber um presente especial do MEF e um certificado dizendo a eles sobre a sua doação em honra a eles. Sabendo que você ter um tempo para lembrar deles de uma maneira que irá beneficiar o sistema escolar todo é o melhor presente de todos.

Então pare as compras. Dê um presente que dura para sempre!

Por favor destaque e retorne a parte abaixo com o seu cheque até dia 11 de Junho de 2019

Marlborough Education Foundation, Inc.

P.O. Box 5824

Marlborough, MA 01752

www.mefonline.org

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Eu/Nós _____
Seu nome(s) e endereço

Gostaria de fazer o conhecimento da nossa apreciação para contribuição educacional do:

Nome do Professor

Quem ensina _____
Nome da Criança série

Escola Sujeito

Por favor mande seu cheque na quantia de \$ _____ (mínimo de \$10 por professor em bases de indivíduo, \$5 por professor se você está honrando uma equipe/grupo (e.x. \$20 para um equipe de 4) para ser edereçado acima.