



Office of the Superintendent
Marlborough District Education Center
25 Union Street Marlborough, MA 01752
Phone: 508-460-3509 ext. 13801

Request for Approval to Distribute Fliers in MPS Virtual Backpack

Application Instructions:

Please email this form, along with a PDF of your document, to Patty Sibilio at psibilio@mps-edu.org. Flyers for profit business establishments cannot be posted. Marlborough Public Schools posts documents in English, Spanish and Portuguese. Once approved, confirmation of approval will be emailed to you. Fliers will be posted in the MPS Virtual Backpack and distributed through parent communication emails from individual schools. **There will be no dissemination of paper fliers.**

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

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:

Organization Name:

Contact:

Contact Email:

Contact Phone:

Purpose of mailing /announcement:

Targeted Grades:

Anticipated Date of Distribution:

Approval Stamp

Virtual Backpack & Parent Communication Emails

MHS (9-12) Whitcomb (6-8) Jaworek (K-5) Kane (K-5) Richer (K-5) Goodnow (K-5) Early Childhood Center (PK)