



To: Kentucky Public School Superintendents  
From: Kerri Schelling, Director, Board Team Development  
Date: August 2013  
Re: Student Banner Display at the KSBA Annual Conference

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District involvement is at the heart of what makes KSBA events a success and to that end, I invite each school district to design a banner for display at your 78<sup>th</sup> Annual Kentucky School Boards Association Conference scheduled for January 31 – February 2, 2014 at the Galt House in Louisville. The banners are a very important contribution to the conference, reminding attendees of schools' primary focus -- learning and learners.

Ideally, banners can be produced as part of your students' learning activities. In order to be displayed at the conference, **the banner must identify the school district and depict the conference theme:**

### **“Kentucky Public Schools – Creating Next Generation Leaders”**

Ready-made banners can be ordered by fax or mail from:

Shumaker's Inc.  
P. O. Box 4058, Lexington, KY 40544  
859-533-6508; fax: 859-278-4638

Please request **Shumaker Banner #5845, in a cardboard shipping tube**. Allow one week for delivery. (Banners ordered prior to September 1 will not be shipped until around that date.) KSBA has arranged a minimal cost for these materials, including shipping and handling, at \$49 payable by the school district to Shumaker's.

Banner #5845 is 45" x 58" all purpose, light weight, hemmed banner cloth with 3 grommets on the top edge. Note that designs using materials other than banner #5845 should conform to these same specifications in order for them to be displayed. Shumaker's is requesting that districts fax (859-278-4638) their order to them for better recordkeeping.

**\*To ensure your district's banner is included in the display, please refer to the guidelines on the back of this page when designing and planning your banner!**

## **2014 Banner Guidelines**

- Banners will be displayed in the hallways of the conference meeting areas, the main ballroom and several larger meeting rooms.
- **Banners will be hung vertically due to limited space** (i.e.: the 45 inch side as the top of the banner). Please do not design your banner to be hung horizontally.
- **Please paint or affix your school district's name somewhere on the front of the banner so viewers will know where the art was created** and to facilitate return of the banners.

All banners **must** depict the conference theme (“Kentucky Public Schools – Creating Next Generation Leaders”) in order to be considered for display.

- **Your banner should be shipped in the cardboard tube to:**  
KSBA Conference Banners  
260 Democrat Drive  
Frankfort, KY 40601
- **Banners need to be received in the KSBA office by January 27<sup>th</sup>, 2014.**
- The KSBA Annual Conference Planning Committee reserves the right to select banners for display. Your banner will be returned to you by mid-March.

Thank you! We look forward to sharing your banner display. Please feel free to contact Mary Davis at 800-372-2962 or [Mary.Davis@ksba.org](mailto:Mary.Davis@ksba.org) with any questions, suggestions or concerns.

cc: School Public Relations Personnel  
District Art Coordinators  
Local School Board Members  
Superintendents' Administrative Assistant/Secretary