



To: Kentucky Public School Superintendents
From: Kerri Schelling, Associate Executive Director
Date: September 15, 2017
Re: Student Banner Display at the KSBA Annual Conference

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 82nd Annual Kentucky School Boards Association Conference scheduled for March 2 - 4 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 School Boards: Adapting and Achieving”

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 – two weeks for delivery. (Banners will be shipped beginning October 15). KSBA has arranged for a reduced cost for these materials, **including** shipping and handling, at \$52 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!**

2018 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 School Boards: Adapting and Achieving”) 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 February 28th, 2018**
- The KSBA Annual Conference Planning Committee reserves the right to select banners for display. Your banner will be returned to the district office by the end of March.

Thank you! We look forward to sharing your banner display. Please feel free to contact Shannon Robinson at 800-372-2962 or shannon.robinson@ksba.org with any questions, suggestions or concerns.

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

