

## **Non-District Communication Frequently Asked Questions**

### **Q: How can I get flyers to Ankeny students?**

To help reduce the amount of paper in Ankeny schools and to ensure that school resources are efficiently and responsibly utilized, paper flyers and/or posters are reserved for district-sponsored, district-contracted, and district-affiliated organizations. Public health and safety announcements and information from county, city, and state government may also be distributed as paper flyers. All other information, as long as it meets the required criteria, would be appropriate for the Virtual Backpack.

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### **Q: How does the Virtual Backpack work?**

The Virtual Backpack is an online posting of opportunities for Ankeny students and families that is pushed out to families of current District students. A link to the Virtual Backpack is included in the District's monthly newsletter. Information is presented in a text-only format, however you may link to an external website if you'd like to post a PDF of a flyer. Digital flyers are not included in the Virtual Backpack. [The current Virtual Backpack is also found here.](#)

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### **Q: Does my organization qualify to get my information in the Virtual Backpack?**

Non-profit organizations that benefit Ankeny students and families, no-charge educational opportunities, and youth organizations that support school activities may post their information in the Virtual Backpack. If after submitting your information it is determined that your information does not qualify, you will be notified. If you have questions about where your organization and/or opportunity fits into the requirements, contact [Kristopher Koehler](#) in Community Engagement.

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### **Q: How do I submit my information for the Virtual Backpack?**

Complete the online Virtual Backpack submission form [here](#).