

Web Story Request Form

If you have a school related event or activity you would like posted on the school website, please email the information to lcarpenter@johnstownschoools.org for review. The following details are always helpful!

1. Name of event/activity: _____
2. Date of event/activity: _____
3. Time (from/to): _____
4. Location: _____
5. Charge/admission cost if applicable: _____
6. Who is involved (name the club, group, classroom)? _____

7. Your name and title (title related to the event, i.e. Science Club advisor): _____

8. Your e-mail: _____
9. Your school and phone number: _____
10. Will photos be provided? Yes No (*Please send no more than 10 of the "best" for a photo gallery on the school website.*)
11. Have you attached supporting materials in PDF format? (poster, flyer, etc.) yes no
12. Description (tell me the heart of the story!): _____

13. Quotes (from you and/or a student involved): _____

THANK YOU!