

Distribution of Materials Instructions & School Counts 2025-2026

Materials to be distributed to Sunnyside, Burnside, Colvill Family Center, and Twin Bluff schools must be bundled using the table below. **Email distribution is not available.**

How to Bundle: Per Classroom, Classroom Bundles together Per Grade, Grade bundles together Per School

School/Grade	Classroom Bundles	# Per Bundle	Grade Total	School Total
Colvill Family Center				275
Pre-K	11	25	275	
Sunnyside				353
Pre-K	1	25	25	
Kindergarten	8	20	160	
Grade 1	7	24	168	
Burnside				532
Grade 2	7	27	189	
Grade 3	7	25	175	
Grade 4	6	28	168	
Twin Bluff Middle School				520
Grade 5	7	25	170	
Grade 6	8	21	166	
Grade 7	7	27	184	
Red Wing High School				25
Grades 8-12	1	25	25	

**Counts may change during the year.*

Distribution Date Information

The distribution dates are below and are typically the **first Friday of the month**. The prepared and bundled copies must be received in the Community Education & Recreation office by the dates below.

Approval Date	Copies in Office Due Date	Distribution Dates
August 18, 2025	TUESDAY , September 2, 2025	September 5, 2025
September 15, 2025	September 29, 2025	October 3, 2025
October 20, 2025	November 3, 2025	November 7, 2025
November 17, 2025	December 1, 2025	December 5, 2025
December 22, 2025	January 5, 2026	January 9, 2026
January 20, 2026	February 2, 2026	February 6, 2026
February, 17, 2026	March 2, 2026	March 6, 2026
March 23, 2026	April 6, 2026	April 10, 2026
April 13, 2026	April 27, 2026	May 1, 2026
May 11, 2026	TUESDAY , May 26, 2026	May 29, 2026

If you have any questions or need additional information, contact the Community Education & Recreation office at 651-385-4565.