

KMS PantherGram Schedule 2015–2016

Edition#	1	2	3 Academic	4	5 Academic	6	7 Academic
1st Email Reminder:	Aug-13	Aug-27	Sep-10	Sep-24	Oct-08	Oct-22	Nov-05
2nd Email Reminder:	Aug-17	Aug-31	Sep-14	Sep-28	Oct-12	Oct-26	Nov-09
CONTENT DUE:	Aug-19	Sep-02	Sep-16	Sep-30	Oct-14	Oct-28	Nov-11
Layout/Edit/Proof:							
Publication Date:	Aug-27	Sep-10	Sep-24	Oct-08	Oct-22	Nov-05	Nov-19

Edition#	8 Academic	9	10 Academic	11	12 Academic	13	14 Academic
1st Email Reminder:	Nov-19	Dec-03	Jan-07	Jan-21	Feb-04	Feb-17	Mar-03
2nd Email Reminder:	Nov-23	Dec-07	Jan-11	Jan-25	Feb-08	Feb-21	Mar-07
CONTENT DUE:	Nov-25	Dec-09	Jan-13	Jan-27	Feb-10	Feb-23	Mar-09
Layout/Edit/Proof:							
Publication Date:	Dec-03	Dec-17	Jan-21	Feb-04	Feb-18	Mar-03	Mar-17

Edition#	15	16 Academic	17	18 Academic	19
1st Email Reminder:	Mar-31	Apr-14	Apr-28	May-12	May-26
2nd Email Reminder:	Apr-04	Apr-18	May-02	May-16	May-30
CONTENT DUE:	Apr-06	Apr-20	May-04	May-18	Jun-01
Layout/Edit/Proof:					
Publication Date:	Apr-14	Apr-28	May-12	May-26	Jun-09

Teachers and Staff, please submit your articles for the "academic" editions, labeled at the top of the column.

Send content for the PantherGram to panthergram@gmail.com

Schedule:	First email reminder	Thursday (2 weeks before publication)
	Second Reminder	Tuesday
	Content Due	Wednesday (One week before publication)
	Layout/Edit	Friday
	Proofing by PTSA	Mon/Tue
	KMS Proofing	Wed/Thur
	Send out email	Thursday night

Questions, contact Rosalind Vazquez at RosalindVazquez@hotmail.com or PantherGram@gmail.com

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