

# MCKENZIE PTA CHANNELS OF COMMUNICATION 2009-2010

CHANNEL	DEADLINE FOR PUBLICATION	SUBMIT TO
<b>McKenzie Monitor</b> <i>Weekly, electronic newsletter</i>	Thursdays@ noon	mckenziepta@yahoo.com
<b>McKenzie PTA Website- Front Page</b> <i>Up to date information on PTA Events</i>	Pre-assigned by Executive Committee	mcondon@mckenziepta.com
<b>McKenzie PTA Website- Committee Pages</b> <i>Each committee has a web page</i>	Thursdays@noon	<u>mckenziepta@yahoo.com</u>
<b>Backpack Express</b> <i>Paper fliers sent home in childrens' backpacks</i>	One week prior to distribution	Partner VP or mcondon@mckenziepta.com
<b>Electronic Reminders</b> <i>For new or weekend events</i>	24 hours prior to publication	mcondon@mckenziepta.com
<b>District 39 iGoogle Calendar</b> <i>All McKenzie Community Events</i>	As soon as possible	kburnside@mckenziepta.com
<b>Pioneer Press</b> <i>Wilmette Life</i>	Thursdays@ noon	mckenziepta@yahoo.com
<b>PTA Entry Way Bulletin Boards</b> <i>Located at three entrances</i>	24 hours prior to posting	Principal's in-box
<b>PTA Bulletin Board</b> <i>Front lobby</i>	Pre-assigned by Chair	not applicable