

WSO News Deadline and Issue Planning Guide

Article topics are suggested; X indicates an article is requested on a relevant topic of your choosing.

. Articles submitted should be sent in Word or Docs, 250-300 words preferred.

Society Business	Summer Issue (due July 15th)	Fall Issue (due October 15)	Winter Issue (due January 15)	Spring Issue (due May 1)
President's Message	X	X	X	X
Executive Secretary	Fall Boards Registration/ briefed schedule	X (as needed)	Spring Convention Registration/briefed schedule	X (as needed)
Communications	X	X	X	X
Bylaws & Standing Rules	X	X	Exact text of proposed revisions	X (as needed)
Expansion/Dissolution (Past President)			X (if applicable)	
Finance			Proposed Budget	
Leadership Development	X	X	X	X
Membership (deaths, new members, transfers, reinstates (2 nd Vice President)	X	X	X	X
Nominations		X	Nominee photos and statement	
Achievement Award (Past President)		State achievement award nomination guidelines		Recipient Information/ photo
Society Purposes				
Educational Excellence (1st Vice President)	X	X	X	X
Stipends & Scholarships		Application due dates		Recipient information/ photos
Ed Policy/Legislation	X	X	X	X
Personal/Professional Growth	Fall Board/Clock hours As assigned		Spring Convention/ Clock hours As assigned	
Arts & Humanities	As assigned	As assigned	As assigned	As assigned
International	As assigned	As assigned	As assigned	As assigned
US Forum	As assigned	As assigned	X	X
Educational Foundation	As assigned	As assigned	As assigned	As assigned

Photos should be submitted in jpg format, names of pictured individuals labeled left to right, and include a brief description of the event, including date and location

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