
BEACON AGENDA 9/28

1. When we meet, everyone must sign in on the sign-in sheet
2. Show website (design/layout)
3. Give sheet with article requirements & writing section handouts
 - * **PLEASE PRINT & KEEP THIS PACKET ALL YEAR**
4. Organize section writers
 - NOTE: You can write for different sections just make sure your section has enough writers before and get approval
5. Section editors: Get staff writers' contact information and send a picture of information to EIC
6. Section editors: Make groupchat with all section staff writers and EIC
 - NOTE: If you do not attend a meeting, please text EIC
7. This month, **every** staff writer is writing 1 article
 - NOTE: These articles will be saved & used if we need more articles during the year
8. Usually, only 2 articles per section are written, but more can be written
9. Every picture must be credited to photographer (3 pictures minimum per article)
10. Current Marketing Campaign:
 - Cartoon submissions, we chose our favorite and use them for advertising (will be laminated & hung around school with link and QR code)
 - T-SHIRTS: The more people that buy a shirt, the cheaper they will be
 - Wearing t-shirts for our monthly meetings (ask how many people will be purchasing shirts, EIC orders)