

## *Beeks Speaks* Editor

**Activity:** *Beeks Speaks* is the school news letter that is distributed monthly in the student folders.

**# people needed:** only the chair person

**Job description (chair):**

- Soliciting teachers, administrators, and PTO committees for articles.
- Compile articles into easy to read format for the newsletter.
- The newsletter is proofed by Mr. Mefford before the final draft is submitted for printing.

**Time commitment (chair):** 10-20 hours per month

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