

Publications Submissions

Coordination Between Committees and Publications Committee

The major task of the Publications Committee is to proofread and edit all material produced and printed under the authority of KSRA. In this coordination, every effort is made to ensure the high quality product that is a hallmark of KSRA.

All publications, therefore, including the *Keystone Reader* and all those produced by KSRA committees to be sent to general membership, councils, professional organizations, and/or school communities, should be reviewed. Copies should be e-mailed or sent to the Publications Chairpersons with as much lead-time as possible for editing and proofreading—with two weeks as a minimum. It is essential that a two-week minimum be honored to ensure a quality, timely response. More lead-time, if possible, would be deeply appreciated.

Please follow the steps below:

1. E-mail or send the “last draft” before final publication of your printed matter.

E-mail to: hwd1225@yahoo.com
jane.helman@gmail.com

Send to: Hollie D’Agata
RD 1 Box 375
Dalton, PA 18414

2. After receipt of the recommendations, contact the Publications Chairpersons to resolve any question and/or concerns regarding recommendations at 570-586-9653 or 570-881-9239 (cell).