

Shady Side Academy Parents' Newsletter
Schedule 2020-2021

Issue Date	Email Type	Copy Due
Thursday, Sept. 3	Reminders & Upcoming Events	Friday, Aug. 28
Thursday, Sept. 10	Recaps & Good News	Friday, Sept. 4
Thursday, Sept. 17	Reminders & Upcoming Events	Friday, Sept. 11
Thursday, Sept. 24	Recaps & Good News	Friday, Sept. 18
Thursday, Oct. 1	Reminders & Upcoming Events	Friday, Sept. 25
Thursday, Oct. 8	Recaps & Good News	Friday, Oct. 2
Thursday, Oct. 15	Reminders & Upcoming Events	Friday, Oct. 9
Thursday, Oct. 22	Recaps & Good News	Friday, Oct. 16
Thursday, Oct. 29	Reminders & Upcoming Events	Friday, Oct. 23
Thursday, Nov. 5	Recaps & Good News	Friday, Oct. 30
Thursday, Nov. 12	Reminders & Upcoming Events	Monday, Nov. 9
Thursday, Nov. 19	Recaps & Good News	Monday, Nov. 16
Tuesday, Nov. 24	Reminders & Upcoming Events	Monday, Nov. 23
Thursday, Dec. 3	Recaps & Good News	Tuesday, Dec. 1
Thursday, Dec. 10	Reminders & Upcoming Events	Monday, Dec. 7
Thursday, Dec. 17	Recaps & Good News	Monday, Dec. 14
Thursday, Jan. 7	Reminders & Upcoming Events	Wednesday, Jan. 6
Thursday, Jan. 14	Recaps & Good News	Monday, Jan. 11
Thursday, Jan. 21	Reminders & Upcoming Events	Tuesday, Jan. 19
Thursday, Jan. 28	Recaps & Good News	Monday, Jan. 25
Thursday, Feb. 4	Reminders & Upcoming Events	Monday, Feb. 1
Thursday, Feb. 11	Recaps & Good News	Monday, Feb. 8
Thursday, Feb. 18	Reminders & Upcoming Events	Tuesday, Feb. 16
Thursday, Feb. 25	Recaps & Good News	Monday, Feb. 22
Thursday, March 4	Reminders & Upcoming Events	Monday, March 1
Thursday, March 11	Recaps & Good News	Monday, March 8
Thursday, March 18	Reminders & Upcoming Events	Monday, March 15
Thursday, April 8	Recaps & Good News	Tuesday, April 6
Thursday, April 15	Reminders & Upcoming Events	Monday, April 12
Thursday, April 22	Recaps & Good News	Monday, April 19
Thursday, April 29	Reminders & Upcoming Events	Monday, April 26
Thursday, May 6	Recaps & Good News	Monday, May 3
Thursday, May 13	Reminders & Upcoming Events	Monday, May 10
Thursday, May 20	Recaps & Good News	Monday, May 17
Thursday, May 27	Reminders & Upcoming Events	Tuesday, May 25
Thursday, June 3	Recaps & Good News	Tuesday, June 1
Thursday, June 10	Reminders & Upcoming Events	Monday, June 7
Thursday, June 17	Commencement Recap	

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To submit an item for the Parents' Newsletter, please email copy by the due date above to Megan Grguras, Web and Social Media Manager, at mgrguras@shadysideacademy.org

Reminders & Upcoming Events will be sent every other week and include important reminders and information about future events and programs. Please remember to include the following:

- Section in which the item should appear (All-Academy, CDS, JS, MS, SS)
- Date, time and location
- Contact person with email and phone
- Attachments in PDF format (e.g., flyers, forms, etc.)

Recaps and Good News will be sent every other week and include recaps, photos and videos from past events and other good news from around the Academy, prefaced by a short message from President Bart Griffith. Please remember to include the following:

- Section in which the item should appear (All-Academy, CDS, JS, MS, SS)
- Date and location
- Photos or videos (if available)