

Talawanda School District
DLT Team
District & School Communications Plan

- I. **Overview:** The DLT has been joined by the members of the RttT team to develop goals (SMART Goal) and strategies (to meet those goals) to transition the Talawanda curriculum to the new state standards, increase student and teacher performance, and transition to the new state evaluation process. Plans for implementation, monitoring, evaluation, and improvement will be included.

- II. **What information will be communicated?** An overview of the primary goals/objectives of the plan will be communicated to the public on an ongoing basis. Periodic updates regarding the status of the overall plan will filter to the community through various sources (building news/correspondence, district news, website, monthly board meetings/correspondence, and local media). Internally, teachers and staff will be provided reading materials, and professional development on how to meet the goals outlined through the DLT process at the district and building level. Externally, opportunities to engage in two-way communication with stakeholders, such as parents, should be planned, along with opportunities for each building to provide advice/strategies on how parents can assist their student in increasing their knowledge and performance (ESL/Special Services may be enlisted to help with some student populations to insure proper communication).

- III. **To whom will information be communicated?** All stakeholders- families, educators, educational partners, and the public.

- IV. **When will information be communicated?** Initially an overview of the goals and strategies of the DLT process should be broadly communicated in the spring of 2011. As new milestones to the process are made, new communication updates will be available through many communication resources. In addition a monthly statement about the progress of this plan will be made at BOE meetings and then posted on the district website.

- V. **Who will be responsible for ensuring communication?** The communications regarding the process will be initiated at the BOE (and information regarding the various DLT/RttT components and progress of work or completion of work will be gathered and compiled at the BOE), and then filtered out to each school in the district, the monthly BOE update, the district website, and all media sources in order to reach all stakeholders.

- VI. **How will information be communicated?** Print media, internet, district cable station, print material, reports/presentations (State of the Schools, BOE reports).