

**Communication Planning**

**Communication Advisory Teams**

Effective communication planning can’t be done alone. Developing an advisory team made up of diverse individuals is essential to creating a plan that reaches your district’s many audiences.

Having two teams that work both independently and collectively can be helpful.

**Internal Team**

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| Last Name | First Name | Building/Position | Contact Info. |
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**External Team**

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| Last Name | First Name | Role in Community / Parent (Grade Level) | Contact Info. |
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