

DLT Communication Plan

After Each DLT Meeting We Will:

1. *Send out minutes via e-mail*
2. *Have a standing agenda item at monthly faculty meetings*
 - a. *Highlight Discussions*
 - b. *Review Decisions*
 - c. *Answer Questions/Concerns*
3. *Review discussion/decisions at the Elementary with their Grade Level Teams*
4. *PLC Facilitators review DLT Minutes monthly*
5. *Place a hard-copy of the minutes where staff has access to it*
6. *Communicate with the DAC and the BOE the decisions made*
7. *Place highlights in the monthly curriculum newsletter "The Syllabus"*

