

Payout Communication Organizer: Teachers and Staff

	Before Payouts	During Payouts	After Payouts
<p>Key Message(s)</p> <p>What do they need to know?</p>			
<p>Method of Communication</p>			
<p>Who is responsible</p> <p>for this communication?</p>			



Payout Communication Organizer: Principals and Campus Leaders

	Before Payouts	During Payouts	After Payouts
<p>Key Message(s)</p> <p>What do they need to know?</p>			
<p>Method of Communication</p>			
<p>Who is responsible</p> <p>for this communication?</p>			



Payout Communication Organizer: Central Office Staff (HR, Payroll, Data)

	Before Payouts	During Payouts	After Payouts
<p>Key Message(s)</p> <p>What do they need to know?</p>			
<p>Method of Communication</p>			
<p>Who is responsible</p> <p>for this communication?</p>			



Payout Communication Organizer: School Board

	Before Payouts	During Payouts	After Payouts
<p>Key Message(s)</p> <p>What do they need to know?</p>			
<p>Method of Communication</p>			
<p>Who is responsible</p> <p>for this communication?</p>			

Payout Communication Organizer: Parents and the Community

	Before Payouts	During Payouts	After Payouts
<p>Key Message(s)</p> <p>What do they need to know?</p>			
<p>Method of Communication</p>			
<p>Who is responsible</p> <p>for this communication?</p>			