



Planning Committee Roles and Responsibilities

A diverse school planning committee will ensure the school will be better able to set and meet goals for a successful SpeakUp! Program. Consider assembling a team that includes:

Role	Name	Responsibilities
Moderators <i>Minimum 2, 1:20 SLT</i>		<ul style="list-style-type: none"> • Leads the Student Leadership Team meetings and be the point of contact for the SpeakUp! Event.
School Leader <i>Select 1</i>		<ul style="list-style-type: none"> • An administrator with the flexibility and commitment to attend one 45-minute meeting. • Has the decision-making power to move initiatives forward.
Tech/Communication Rep <i>Select 1</i>		<p>School Adults in charge of communication, social media, and tech</p> <ul style="list-style-type: none"> • ensure strategic implementation of marketing initiatives.
School Adults <i>Select 1-2</i>		<ul style="list-style-type: none"> • Representatives from different grades. Student Assistance Program Representative. Believes that social and emotional well-being is possible when students, school adults, and parenting adults work <i>together</i> as a school community.
Guidance/Support Staff <i>Select 1-2</i>		<ul style="list-style-type: none"> • Psychologist, Counselor, Social Worker, Nurse, or other School Adult can offer varying perspectives on student life. • Has strong relationships with students that can be beneficial in recruitment for the Student Leadership Team. • Prepared to act as the Support Plan should participants require immediate or follow-up support.
Key Parenting Adults <i>Select 2 or more</i>		<p>Passionate, influential parenting adults who can represent varied experiences, preferably with children in multiple grade levels.</p> <ul style="list-style-type: none"> • PTO/HAS member committed to bettering communication and support among students, parenting adults, and school adults.
Student Leadership Team <i>Select 2</i>		<ul style="list-style-type: none"> • Students representing the Student Leadership Team and can speak to the experiences of the overall student body. • Ready to help with Student Leadership Team recruitment, assist in finding meeting times for maximum attendance. Strategize with the committee on marketing the event to galvanize students to attend.