

Stakeholder Engagement and Communications Plan RMS 2020-21

Describe your stakeholder engagement activities and how you will communicate with stakeholders.

When will the communication take place	What is the message	Who is the audience	How will it be communicated
Parent Advisory Group (PAG) Meetings-once a month	<p>*Admin presents information/programs taking place in the school</p> <p>*Feedback is received from the group regarding needs/wants/programming/etc.</p>	Parents/guardians of students at the middle school	<p>*List of meetings is located on the school calendar provided at the fall open house.</p> <p>*PAG sends reminders to families through email and social media</p>
Latino Family Learning Nights-every other month	*Admin and school outreach host school and community information sessions and provide opportunities for family feedback.	*Latino families (who make up approximately 46% of our student population).	<p>*List of meetings is located on the school calendar provided at the fall open house.</p> <p>*PAG sends reminders to families through email and social media.</p> <p>*RMS Blackboard reminders/flyers will also be sent out.</p>
Students Engaging Students (SES)-group will meet at least every other week during the school day	*RMS Student group who provide student voice in programming, positive incentive programs, school policies, etc.	*RMS Students	<p>*Initial information will be provided at our fall open house.</p> <p>*Information and application process will be included in morning announcements the first week of school.</p> <p>*Information will continue to be shared both by students and staff via morning announcements, grade level assemblies, etc.</p>
Building Instruction and Operations Team (BILT/BOLT)- Teams will meet once a month before school	*Team composed of RMS Staff who provide input and decision making around operations and instructional decision making within the building	*Richfield Middle School Staff	<p>*Interviews will be conducted summer 2020 for open positions and will be shared with all staff via email by August 2020.</p> <p>*Leadership retreat for BOLT/BILT members will be held August 2020.</p>

			BOLT/BILT to present at the opening staff meeting on Monday, August 31st, 2020.
3rd Annual RMS Family Night- Wednesday, Sept. 30th from 5pm-7pm	*RMS hosts a family night in the fall in order to share information/resources with families and provide fun, educational activities in order to build school community and culture.	*Richfield Middle School students and their families.	*Information flyers are sent home via paper and electronically to families. Information is also posted on social media outlets.
Fall Open House- Thurs., Sept. 3rd from 9am-12pm	*RMS hosts a fall open house in which students/families have the opportunity to pick up their schedules, drop off school supplies, meet teachers/staff and learn about RPS/RMS resources.	*Richfield Middle School students and their families.	*Information flyers are sent home via paper and electronically to families. Information is also posted on social media outlets.