

School Name: Sunrise Elementary School	
Goal Statement: By May 2025, 90% of Sunrise families will engage in at least one family involvement activity per quarter designed to foster stronger school-family relationships and enhance trust between school staff and families as evidenced by sign - in sheets and/or agendas.	
SMART Goals	
Goal Statement: Is it SMART?	
S: family engagement	
M: one family involvement activity per quarter	
A: family engagement events/activities	
R: working to increase school to home connections	
T: May 2025	

Goal Rationale by Principle	
Principle	Rationale
#2 Communicate effectively and build relationships	It is important for us to look at how we can increase communication and involvement to engage our families in their student's learning throughout the school year.

Goal Action Steps
Action Steps: Record each of the action steps necessary to achieve the goal.
Action Steps: Please see strategies both as these are our action steps to increase communication and family involvement.

Engage Every Family: Five Simple Principles				
School/District Principles Implementation Format Plan				
Specific Standard to Be Addressed: Communicate Effectively and Build Relationships				
Strategy to Be Employed	Who Is Responsible?	What Resources are Needed?	What Budget Considerations Are There?	Evidence that the Strategy Was Successful (outcome)

<p>Quarterly Family Engagement Events/Activities: Offer at least four family engagement events/activities (one per quarter) that encourage participation, dialogue, and relationship-building between families and school staff.</p>		<p>1. Event/Activity Planning and Coordination Event Coordinator(s): Designated staff or PTSA members to lead planning, logistics, and coordination. Event Planning Templates: Standardized planning forms for organizing event details, timeline, and tasks.</p> <p>2. Communication and Outreach Multilingual Flyers and/or Invitations: Printed and digital invitations in English, Spanish, and any other languages that meet family needs. School Communication Channels: Use of email, social media, website announcements, and Blackboard text reminders to reach families.</p> <p>3. Staff Support Teachers and staff to attend and actively engage with families, perhaps in rotating roles each quarter.</p> <p>4. Facilities and Setup Venue Setup: Access to spaces like the gym, cafeteria, or library depending on activity size and needs or way of sharing out activity for families to engage in independently Furniture and Layout: Tables, chairs, and areas for family seating and small group interactions. Signage and Directional Posters: Clearly labeled signs to guide families to different areas or activity stations.</p> <p>5. Supplies and Materials Event/Activity-Specific Supplies: Depending on the event theme (e.g., craft materials for family art night, books for a literacy event). Audio/Visual Equipment: Microphones, speakers, and projectors if needed for presentations or performances. Printed Materials: Brochures or handouts on relevant topics, school programs, and academic expectations to share with families.</p> <p>6. Activities and Engagement Tools Activity Stations or Independent Activities: Interactive stations or breakout sessions where families and staff can engage meaningfully (e.g., Q&A booths, hands-on STEAM activities). Facilitator Guides: Resources or scripts for facilitators to keep conversations engaging, focused on topics like academics, behavior standards, and family support.</p> <p>7. Refreshments and Comfort Items Light Snacks and Refreshments: Simple snacks and drinks can make events more enjoyable and encourage families to stay longer.</p>		
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	Admin Office Staff Teachers Webmaster	<p>1. Translation and Multilingual Support</p> <p>Bilingual Staff/Translation Services: Ensure that newsletters, emails, social media posts, and event materials are available in English and other languages spoken by the community. Hiring a part-time translator or partnering with a local translation service would support this need.</p> <p>Language Access Software: Tools like Google Translate, Microsoft Translator, or other school district-provided services for on-demand translation.</p> <p>2. Communication Platforms and Tools</p> <p>Email Platform: Use a tool like Mailchimp, Constant Contact, or a district-supported email platform that allows for segmented lists (e.g., grade-specific, language-specific groups) to streamline communication.</p> <p>Social Media Management Tools: Tools like Hootsuite or Buffer can help schedule and manage posts across multiple social media platforms, ensuring consistent, multilingual communication.</p> <p>SMS and Text Alerts: For families who prefer or rely on text messages, using a platform like Remind or a school district's SMS service to send updates.</p> <p>3. Content Creation Resources</p> <p>Graphic Design Software: Canva, Adobe Spark, or a similar platform for creating visually appealing and accessible newsletters, social media graphics, and email banners.</p> <p>Photography Equipment: A high-quality school camera or smartphone for capturing images of school events, programs, and student activities to share with families.</p> <p>Content Calendar: A shared document (Google Calendar, Excel, etc.) where the communication team can plan monthly newsletters, emails, and social media updates.</p> <p>4. Printing and Distribution</p> <p>Printing Budget: For families who may not have online access, budget for printing monthly newsletters to send home in students' folders.</p> <p>Distribution System: Use take-home folders, backpacks, or a school communication folder system to distribute print materials to students who need them.</p> <p>5. Digital and Physical Accessibility</p> <p>School Website Maintenance: Allocate time and resources to regularly update the school website, including an accessible section for family resources, event details, and multilingual versions of newsletters.</p> <p>Physical Space for Events: Reserve school facilities (gym, cafeteria, library) for quarterly events and ensure they're accessible to all families, including those with physical disabilities.</p>		
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Introduce monthly take-home activities that encourage family participation in their child's learning, with follow-up communications to collect feedback and suggestions.	Admin Coaches Teachers	Create/Purchase grade-level and/or ability level take home academic kits. Check-out documents		
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