

Brookline Family Engagement Plan DRAFT

Recommendations per Advisory Task Force

Guiding Principles

- Families are partners in the education of their children.
- Families need clarity on scheduling, learning platforms, how to access help, and ways in which they can participate in hybrid learning.
- It is critical that PSB administrators and educators communicate with all families in a way that builds relationships, creates a sense of continued support for students and families, and identifies issues early and in time to find solutions.
- Dual-direction feedback loops are essential for establishing and maintaining strong connections between families and educators in a way that optimizes opportunities for families to advocate for their children and to receive timely responses.
- It is essential that all families receive messages via multiple modalities, language translations, and community messaging routes.

District-Level Communication

Engagement Approach	Implementation Ideas
Announcements regarding reopening	<ul style="list-style-type: none"> ● Short video announcements from superintendent ● Short video re: Families as Partners with information on family supports
Feedback loops	<ul style="list-style-type: none"> ● Family surveys ● Online platform or forum for families to ask questions and receive timely responses ● Work with local organizations to ensure underserved families are part of the feedback loop
PSB Family Hub Website	<ul style="list-style-type: none"> ● One place for families to go to access all information pertinent to families ● Links to schools and extended day programs ● Ongoing archive of communication videos and email messages ● Remote learning information <ul style="list-style-type: none"> ○ Plans ○ Schedules ○ Calendar ● Infographics for Families <ul style="list-style-type: none"> ○ Safety measures ○ How to get help map/flow-chart with technology, social-emotional concerns, behavior, learning

	<ul style="list-style-type: none"> ● Downloadable Asset Map of community-based resources ● Printable resources <ul style="list-style-type: none"> ○ Agendas ○ Visual schedules ○ Movement break ideas ○ Graphic organizers ○ Mindfulness tips ○ Behavior reinforcement charts and ideas ● Social story about the school year format and expectations for younger children and students with disabilities ● Informative short videos designed for families (info also provided in matrix*) perhaps on a district YouTube Channel <ul style="list-style-type: none"> ○ School experience per grade level ○ Safety expectations - wearing a mask, social distancing, hygiene ○ How to access help for various issues ○ Technology and Learning Platform How-To's ○ Mindfulness for Families
<p>Virtual Workshops for Families</p>	<ul style="list-style-type: none"> ● Recorded for future viewing ● Archived on PSB Family Hub ● Provided by community members when possible ● Presented during the 10-day educator preparation time ● Topics may include: <ul style="list-style-type: none"> ○ Supporting Executive Functioning at Home ○ Establishing Routines & Expectations for Remote Learning ○ Facilitating Social-Emotional Learning at Home ○ Enhancing Family Wellness ○ Guidance on Developmentally Appropriate Learning, Behavioral, and Social-emotional Expectations
<p>*Hybrid Expectations Matrix</p>	<ul style="list-style-type: none"> ● Provide and post on hub expectations for remote learning and in-school learning across these areas: <ul style="list-style-type: none"> ○ Physical set-up ○ Learning activities ○ Safety ○ Expected behavior across settings ○ How to access help

<p>Student & Family Remote Learning Help Desk</p>	<ul style="list-style-type: none"> ● Provide real-time support for academics ● Connect to professionals regarding social-emotional needs ● Connect to professionals for technology needs ● Offer in-person help desks at community locations, like libraries ● Support lower level English learners students
<p>PSB Parent Coaching</p>	<ul style="list-style-type: none"> ● Offer parent coaching to parents of students with disabilities who need more support ● Collaborate with the local organizations, such as Brookline Center for Community Mental Health

School-Level Communication

Engagement Approach	Implementation Ideas
<p>Announcements regarding school-specific reopening plans</p>	<ul style="list-style-type: none"> ● Short video announcements from principals of each school. ● Shorter and more frequent (i.e., weekly) updates ● Video showing what classrooms will look like, safety measures, student expectations
<p>Welcome back message</p>	<ul style="list-style-type: none"> ● Short video announcements from principals of each school.
<p>Feedback loops</p>	<ul style="list-style-type: none"> ● Family surveys ● Identify PTO, Site Council, or administrator as point of contact for school-level family concerns ● Identify administrator or educator to be point of contact for grade-level family concerns ● Frequent and ongoing check-ins from teacher or other grade-level contact via phone, text, email especially for students with decreasing engagement ● Automatic texts to families as notifications of synchronous learning times ● Weekly exit tickets for work completed by students shared with families - can also include behavioral components ● Work with local organizations to ensure underserved families are part of the feedback loop