

# SAMPLE PARENT ENGAGEMENT PLAN

Here's a [sample weekly routine](#) for engaging and communicating with your students' families.

## WEEK 1

### Introduction message

*Hi, this is Ms. Johnson. Welcome to my class! I will use text messages to communicate with you about Jose. You can reply to my messages in Spanish. Thank you!*

## WEEK 2

### 1 whole-class reminder

*Hello families! Homework packets went home today and are due on Friday. Please let me know if you have any questions. Thanks!*

### 2-3 positive behavior messages

*Maria helped a classmate solve a tricky word problem during Math period today. Please praise Maria for trying her best and being a good classmate!*

## WEEK 3

### 1 whole-class reminder

*Hello families! You are invited to Back to School Night on [date] at [time]. Please come to classroom [#] to hear about what your child will be learning this school year. I look forward to seeing you soon!*

### 2-3 positive behavior messages

*Hi, Ibrahim came to class on time, prepared and ready to learn this week. Please tell Ibrahim to keep up the great work!*

## WEEK 4

### 1 whole-class reminder

*Hello families, we have a vocabulary test on Thursday. Please help your child study for the exam. Here are the vocabulary words. [link]*

### 2-3 positive behavior messages

*Hi, Hannah read quietly during the entire quiet reading period. I'm very proud of Hannah for trying her best!*