**K8/MIDDLE SCHOOL FAMILY ENGAGEMENT REFLECTION TOOL**

Think about any of your communications or activities for grade 8 families that focused on the transition to high school.\*

IF YOU ARE REFLECTING ABOUT AN EVENT, DISCUSS THESE QUESTIONS. IF YOU ARE REFLECTING ABOUT ANOTHER WAY OF COMMUNICATING WITH FAMILIES OTHER THAN AN EVENT, SKIP TO BACK OF THIS PAGE.

How did you communicate about the event to families? (Did you communicate in multiple ways? How?)

What percentage of families do you estimate participated in the event?

Were non-participants randomly distributed, or did non-participants tend to be concentrated among certain student populations?

What do you think were some of the reasons that families did not participate? In what other ways did you attempt to communicate important information to these families?

Who was on the planning team for this event? (What viewpoints about what was needed in such an event were represented? Were any important viewpoints missing from the planning team?)

What were the key components of the event? What information was communicated to families, and in what ways?

Did you seek to obtain feedback from families about the event? If so, what were some of the common themes in the feedback you received? If you did not seek feedback, was there a particular reason? How could feedback be helpful to you?

What have you learned by reflecting back on this event? What do you think you might do differently in a future event?

\*If you cannot think of any event or other activity/ communication related to the transition to high school, reflect on another family engagement event.

**Think about any of your communications for grade 8 families that focused on the transition to high school.**

How did you communicate with families? (Did you communicate in multiple ways? How?)

What percentage of families do you estimate received the communication? Do you think there were families who did not receive the communication and do you have an idea which families those were?

Who was involved in planning and delivering this communication? (What viewpoints about what was needed in such a communication were represented? Were any important viewpoints missing from the planning team?)

What were the key components of the communication? What information was communicated to families, and in what ways?

Have you sought to obtain feedback from families about school communications? If so, what were some of the common themes in the feedback you received? If you did have not sought feedback, was there a particular reason? How could feedback be helpful to you?

What have you learned by reflecting back on this communication activity/strategy? What do you think you might do differently in the future?