

Family Communication Log

Whole Class Communication

Directions: Record any mass communications that you send to your families encouraging family engagement.

Whole Class Communication

Date	Format	Purpose	Notes
	☐ Email ☐ Phone Call ☐ In Person ☐ Letter home ☐ Website Update ☐ Other		
	☐ Email ☐ Phone Call ☐ In Person ☐ Letter home ☐ Website Update ☐ Other		
	☐ Email ☐ Phone Call ☐ In Person ☐ Letter home ☐ Website Update ☐ Other		
	☐ Email ☐ Phone Call ☐ In Person ☐ Letter home ☐ Website Update ☐ Other		
	☐ Email ☐ Phone Call ☐ In Person ☐ Letter home ☐ Website Update ☐ Other		

Individual Student Communication

Directions: Record individual contacts you have with families regarding their involvement. Add additional rows as needed to either table.

Student name: _____

Date	Format	Purpose	Notes
	☐ Email ☐ Phone Call ☐ In Person ☐ Letter home ☐ Website Update ☐ Other		
	☐ Email ☐ Phone Call ☐ In Person ☐ Letter home ☐ Website Update ☐ Other		
	☐ Email ☐ Phone Call ☐ In Person ☐ Letter home ☐ Website Update ☐ Other		
	☐ Email ☐ Phone Call ☐ In Person ☐ Letter home ☐ Website Update ☐ Other		
	☐ Email ☐ Phone Call ☐ In Person ☐ Letter home ☐ Website Update ☐ Other		