

BDA Communication Plan:

Wondering where you can expect to hear about your child and the school? Look below for answers.

Type of Communication:	Frequency:	Communicator:	Tool for Communication:
Application and Enrollment, School Rules, Policies, & Procedures, General Parent Information	Ongoing	Administration	School website: MS308BRA.org
General DOE Notices and Announcements	As needed	Administration and Teachers	<ul style="list-style-type: none"> • DOE Messaging • Class Dojo • Student backpack letters
Urgent deadlines for: forms, blue cards, vaccinations, opt-in periods, & high school applications.	As needed	Nurse, guidance, aides, and/or teachers	<ul style="list-style-type: none"> • DOE Messaging calls • highlighted on school calendar • Student backpack letters
BDA Newsletter & School Calendar	Monthly	Guidance Social Worker School Aides	<ul style="list-style-type: none"> • Posted on school website • Class Dojo • Student backpack letters
Parent Association Newsletter	Monthly	Parent Association & Parent Coordinator	<ul style="list-style-type: none"> • Posted on school website • Class Dojo
Scheduling reminders, upcoming holidays, & virtual school events.	Monthly	Teachers, Guidance, Social Worker School Aides	<ul style="list-style-type: none"> • School calendar & student backpack letters • Late additions get a DOE Messaging & Class Dojo message.
Student Progress updates	Daily	Teachers	<ul style="list-style-type: none"> • Phone calls, text, &/or email • Class Dojo messages • Google Classroom progress reports