

Email for End-of-Year Communication

This resource contains a sample email communicating successes, progress, and plans for next year.

Dear Educators,

As we come to a close on our first year implementing *Eureka Math*[®], we want to share our successes, progress, and plans for next year.

We have had opportunities to meet with and learn from multiple stakeholder groups, including teachers, students, coaches, principals, other leaders who regularly observe in classrooms, and family and community members. Within each of these discussions we learned about:

- Teacher, student, leader, and coach experiences
- Successes and challenges
- Areas that were strong within the instructional materials and implementation
- Areas that would benefit from support within the instructional materials and implementation
- Recommendations

We have looked at system-level data and school-level data. This includes student performance on units and lessons and teacher practice as measured by walkthrough data.

Successes

Through our learning it's evident that we have many things to celebrate! A few highlights:

- All teachers, instructional coaches, and site leaders attended trainings to learn about the curriculum design and features. More than 95% of participants reported the training contributed to their learning.
- Students reported they are learning from the materials and find them challenging.
- Teachers have reported that they believe in the power of the materials and that they are appropriately challenging for students.
- Teachers have grown in their instructional practice and comfort in using the materials across the school year.
- We've seen student learning increase as measured by student work.

Plans for next year

As we move into the second year with *Eureka Math*, we have plans to provide additional coaching and support. Teachers, instructional coaches, and administrators will have access to training to meet their respective needs. Training offerings will be customized to meet the needs of both new and returning teachers, coaches, and leaders. In addition to attending training, teachers will also be supported in planning and will engage in ongoing instructional coaching.

We will continue to refine district systems that support the curriculum. Some of these areas include:

- Additional support with report cards. Our grading and grade reporting plan will continue to be developed. This includes the development of parent communication tools to support stakeholder understanding.
- Supporting students with unfinished learning. We want to continue to support our students who are not currently mastering content. Professional learning this year will focus on supporting these students.

We look forward to continuing this important work so that all X students have access to high-quality teaching and learning.

Sincerely,

[Name]

Director of Curriculum and Instruction