

District 58 uses a variety of communication channels to effectively share news and information with its 5,200 students, 640 employees, parents and community members. We hope this guide helps you understand how and where to access information!

Newsletters

TOOL	FREQUENCY	PURPOSE
Communicate 58 Newsletter	Every 2 weeks during the school year	Communicate 58 shares District, school and Board news via email with all parents, all staff and community members who subscribe .
Board Briefs Newsletter	Published about 2 days after each Board meeting	Board Briefs shares Board meeting decisions and discussion points with parents, staff, local media and community partners via email.
School Newsletters	Varies by school, typically weekly	School newsletters are principal-led communications regarding school news and calendar reminders.
PTA Newsletters	Varies by school	Many PTAs regularly email parents information about PTA and school activities and events.
E-flyer Digest	1st and 3rd Monday, during the school year	The District-created E-flyer Digest shares relevant community non-profit activities; it is emailed to parents and staff.

Announcements

Email Communication	Varies, but typically 1-2 District messages per week; school messages as needed	The District and schools directly email parents regarding timely and important topics using the SchoolMessenger system.
Phone Calls and Text Messages	Rare, in emergencies only	The District sends emergency and school cancellation information to parents and staff via automated phone calls and text messages.
News Releases	Varies, but about 2-3 per week	News releases share pertinent information regarding District initiatives, news and accomplishments. They are emailed to local media, school district leaders and community partners, and occasionally to parents and staff.

Websites and Apps

District, School and Classroom Websites	District website updated regularly; school/classroom sites updated as needed	District website: District information, news, events, achievements, decisions, resources and emergency information School websites: School information and events Classroom websites: Class news, homework (Note: not all teachers have a website)
PTA Websites	Varies by PTA	PTA webpages include school-specific information
Online Classroom Communication Tools	Ongoing throughout the school year	Teachers and students share daily student assignments and activities, as well as classroom and school news, directly using these tools. Common tools used include: Seesaw, Dojo, Remind, and Google Classroom.
SQUIRREL	Continuous online access	SQUIRREL is an online portal that shares student assessment scores, student information, parent-teacher conference sign-up, curriculum standards and curriculum blueprints.
Calendar	Updated regularly	Subscribe to the District and/or school calendar with iCal to keep updated on events.

Social Media

District 58 Facebook	Varies, but typically 3 posts per weekday	The District 58 Facebook page features District, school and classroom information with photos and short stories.
District 58 Twitter	Varies, but typically 3 posts per weekday	The District 58 Twitter page tweets and retweets District, school and classroom information with photos and short stories; Use hashtag #dg58learns to follow the district-wide conversation.
District 58 YouTube	Varies	The District 58 YouTube page includes School Board meeting videos, as well as short videos regarding District news, stories and celebrations.

Printed Materials

Annual Report	Annual (Published in August)	The Annual Report is a 16-page publication mailed to all households within District 58 highlighting District and school achievements.
Points of Pride Flyer	Annual	This flyer highlights District 58 achievements at-a-glance. It is shared with current and prospective families, realtors, local businesses and the general community.
Schools of 58 Parent Handbook	Annual (Published in August)	The Parent Handbook shares District policies and procedures with parents and students.

Internal Communication

Inside Scoop Staff Newsletter	Published every 2 weeks during the school year	The Inside Scoop is a staff newsletter with timely and relevant staff information from the central office.
Staff Communication Resource Website	Continuous online access	This internal website provides relevant staff curriculum and information resources.
Employee Portal	Continuous online access	This internal website provides relevant staff benefits and human resources information.