

For School Leaders (Non-Rostered)

[DISTRICT NAME] is implementing [Remind](#) districtwide! As part of this rollout [IF NOT ROSTERING, SHARE YOUR PLAN ON HOW THE COMMUNITY WILL OPT-IN].

If you're not already familiar with Remind, it's a messaging tool that helps teachers engage students and parents every day as well as helps school administrators who wish to connect with their community schoolwide. As an administrator, you'll be able to manage your school community with advanced controls and analytics, while your teachers will have access to expanded communication features. You'll also be able to [set the preferred language](#) for everyone in your community or encourage your teachers to [set the preferred language for their class participants](#) in Remind so parents and students can [receive messages in their home language](#). You can learn more about Remind's translation tool [here](#).

To access your school on Remind, please go to [Remind.com](#) and [sign up for an account with your district email address](#).

[NAME OF TRAINER] will set up a time to walk you through Remind, and training for your school's staff will also be provided. For a quick look at what else you'll have access to as an administrator, just check out this guide [here](#).