

Focus Area 1: Collaborative Climate and Culture		
Goal 1: Promote, facilitate, and enhance parent, student, and community communication in the district by increasing to 85% participation as measured by various surveys including parent, student, staff, and community.		
Strategy 1: The district will conduct training on parent and student use of the District's SIS (student information system).		
Action Steps	Update	
Greater than 90% of JH/HS Students will receive live instruction on how to access their Lumen student portal by school counselor/teacher within the first month of school.	Students are working on checking this week since it is almost mid-term. Mrs. Graves is running a report for Mr. Petersen that can show which students have accessed the site and last login.	
JH/HS Students will be encouraged and reminded to log into their student portal to check on their grades by their homeroom teachers monthly.	Students are working on checking this week since it is almost mid-term. Mrs. Graves is running a report for Mr. Petersen that can show which students have accessed the site and last login.	
Lumen Log in and use help for parents will be available during registration dates and parent teacher conferences. Secretaries and Counselors will create and distribute a parent form to collect from parents who wish to have additional help. During parent teacher conferences 50% or greater of attendees will be offered live help.	Targeting having a parent form created and sent out prior to first quarter PT conferences. Counselors will be available to help parents with LUMEN in the JH/HS and the elementary Secretary will be available in the elementary.	
Lumen Step by step guides and videos will be maintained on the school website. District will send information on how to access this information to greater than 90% of parents through the notification system 2 times a year.	Site has been updated and videos and links have been sent out to parents via district notification system.	
Strategy 2: The district will utilize various forms of media to communicate daily happenings, upcoming events, and student and staff celebrations.		
Action Steps	Update	
The Community Outreach committee will meet quarterly during the 2026-2027 school year.	First meeting set for September 23 rd	
School Facebook pages will be updated weekly with important school related event information.	Continuing to be updated with information as needed.	
School Website will be utilized to post school events and information. District information will be placed weekly on the school website in the form of a	This is occurring weekly with the JH/HS page/ elementary page and athletics along with other pertinent information.	

slideshow for the community. District calendar of events will be maintained on site.		
A standardized newsletter template will be created and published monthly and distributed to greater than 90% of households in the district. Newsletters will be placed in 3-5 high traffic locations in the community monthly.	This will be the main agenda item for the outreach committee Sep. 23 rd .	
All East Atchison Athletic teams will adopt the SPORTSYOU App system. Greater than 90% of parents and players will register for each team they or their child is participating in.	Sportsyou App is being used by all sports teams. I will have the Athletic Director get information from coaches regarding sign up effectiveness.	
All elementary classroom teachers are required to set up a remind group and will have greater than 80% of parents register for accounts. All JH/HS Class sponsors will create a remind group and will have greater than 80% of students and parents register for accounts.	All Elementary remind classrooms have been set up. Most are over the 80% target goal. A couple are still working on a few parents. Working on the Class sponsor setup.	1
90% or greater of the school districts households will receive District Lumen notifications. Individuals who do not receive notifications will receive follow-up phone calls to identify usable phone numbers and email addresses.	Looking at these percentages when we send out notifications. All notifications have had over 90% receival rate thus far. Working on a couple that are not receiving notifications.	
Textcaster sign up information will be provided to all district parents at registration. Textcaster sign up information will be provided to the community at a minimum of 2 times a year.	Continue to do.	
The local newspaper will be used to share dates and information of events as well as the state of the district.	As needed. Beginning of the year news article will get in the paper in September.	
Create and submit a communication survey to all district parents. Goal is 80% or greater return rate in the elementary and 60% or greater in the JH/HS. Survey will be used to gauge satisfaction of communication from the district as well as use of different types of modes of communication and suggestions to help the district improve communication.	This has not occurred as of yet. I am wanting to get a monthly newsletter template created and distributed prior to surveying parents.	
CSIP/ District Data dashboard will be maintained and accessible. CSIP monthly board information will be kept up to date. Links will be sent quarterly to all district households through district notification system. Links will be shared with the community quarterly using the district textcaster notification system.	District dashboard is up and maintained and accessible. 1 st quarter link has been sent out via textcaster. Links are set to be sent out each quarter during the year.	

