



KITTITAS ELEMENTARY SCHOOL

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Kittitas Elementary School Parent Involvement Plan

This plan has been developed to support Kittitas Elementary: *Engage families and the community in supporting the instructional focus, increasing parent-school collaboration, and ensuring consistent student attendance.*

1. Annual Meeting: An annual meeting will take place at Kittitas Elementary School to inform parents of the parent involvement plan and to review/update the plan.

- a. Meetings will occur in the evening to accommodate working parents.
- b. Meetings will be scheduled each September.
- c. Annual meetings will also be supported by elementary Site Council Meetings each trimester.
- d. Items to be shared:
 - i) Student/teacher/parent handbook
 - ii) Methods of communication to be used throughout the year
 - iii) Activities on the calendar for upcoming year
 - iv) Input for activities

2. Methods of Involving Parents: This section includes different strategies to involve parents in their child's education.

- a. Parent-Teacher conferences
- b. Classroom volunteers, tutors, reading parents
- c. Math Night, Science Night, Book Fair, Fun Fair, Bingo, Health Fair w/ Central Washington University
- d. Elementary Parent Group

3. What the School Will Provide for Parents:

- a. Timely information about Title, LAP, Bilingual, and district programs
- b. Explanation of curriculum used in school
- c. Forms of assessment and student assessment results
- d. Trimester report cards
- e. Progress updates as requested by parent
- f. Additional meetings as requested by parent
- g. Regular school-wide communication and updates

4. Shared Responsibilities for Student Success:

- i) Shared responsibility for improvement of student achievement
- ii) Monitoring attendance
- iii) Monitoring homework completion

- iv) Volunteering in their child's classroom when appropriate
- v) Participating in activities with child when appropriate
- vi) Monitoring positive use of child's extracurricular time
- vii) Ongoing communication between school and parents
- viii) Parent teacher conferences
- ix) Frequent reports on children's progress
- x) Reasonable access to staff

5. Building Capacity for Parental Involvement at Kittitas Elementary School

- a) Will provide assistance to parents in order to understand:
 - i) State academic achievement standards
 - ii) State assessment standards
 - iii) State assessments
 - iv) How to monitor their child's progress
 - i) Provide strategies to parents to improve their child's achievement
- c) Work collaboratively with parents and community as equal partners
- c) Will ensure that information related to school and parent programs, meetings, and other activities is sent to the parents of eligible students in a format that the parents are able to understand.
- d) Support parental involvement activities by providing translating services during conferences and anytime during the school day for monolingual Hispanic parents.
- e) Arrange flexible schedules for Open House, conferences, and other parent meetings in order to maximize parent participation.

Kittitas Elementary implements numerous programs and activities to involve parents and community members. The activities are provided on a daily, weekly, monthly, quarterly, and/or annual basis. An expanded list of the district's regular communication and involvement activities are as follows:

Parent Involvement

- ✓ Fall & Spring Conferences (Grades K-5).
- ✓ Open House/Welcome Back Night.
- ✓ WASL Scores (3-5) disseminated to parents. Elementary scores sent with students.
- ✓ Fourth grade students write letters home two times a month to share what is going on in the classroom.
- ✓ School Board Presentations (Hi-C, AR, Science, WASL Scores)
- ✓ Parent Group meetings and events
- ✓ Trimester Grades/Report Cards. Elementary sends report cards with parents after fall (1st trimester) and spring (2nd trimester).
- ✓ District Website
- ✓ School-provided daily planners for all 4th and 5th grade students
- ✓ CST, IEP & MDT meetings
- ✓ Chapter/Unit Tests signed by parents (3rd – 5th grades)
- ✓ Parent Group and Site Council
- ✓ Assemblies – Veteran's Day, Buck & Elizabeth, Pacific Science Center
- ✓ Reading Parents/Parent Volunteers (K-5)

- ✓ Classroom Parties (student, cultural, and holiday celebrations)
- ✓ Weekly/Monthly Newsletters – (K-2, Rosbach)
- ✓ Phone calls home when appropriate (K-12)
- ✓ Annual Health Fair sponsored by Central Washington University
- ✓ Earth-Day “Clean Up Kittitas” Project
- ✓ Open Lunchroom for parents and community
- ✓ District Reader boards (regular [K-5] & digital [6-12])
- ✓ Cool Coyotes signed by parents
- ✓ Enlist parent support during class research projects.
- ✓ Child Find Campaign with local radio, newspaper, media, and community centers
- ✓ Assignment Sheets (1st – 3rd)
- ✓ Math Home Links (letters to parents, worksheets to complete with adults)
- ✓ Daily Homework/Behavior Sheets (parents sign daily)
- ✓ Weekly STAR Student – parents assist with sending photos, collections, hobbies, etc. (1st & 2nd Grades)
- ✓ After-school Program letters/invitations
- ✓ Smile Savers dental Services & Communication
- ✓ Elementary Think-Time and Reward Movie Parent Letters
- ✓ Develop/design an inviting and welcoming office setting
- ✓ Parents as guest speakers

