



**East Fallowfield Elementary School
Coatesville Area School District
School Parent and Family Engagement Plan**

DESCRIPTION OF HOW SCHOOLS WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

1. East Fallowfield Elementary School will take the following actions to involve parents in the joint development of its school parental involvement plan under section 1118 of the ESEA:
 - *Regularly scheduled meetings are held at the district office with district administrators, principals, reading specialists, community members, and Title I parents.*
 - *Monthly school board meetings are held where the policies are posted (website) for 30-day review.*
 - *Parents will be invited in various activities throughout the year*

2. East Fallowfield Elementary School will hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements and the right of parents to be involved in Title I, Part A programs.
 - *At Back to School Night, all parents were informed of the Title I policies and the school plan was available to them.*

3. The school will convene the meeting at a time convenient for parents and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend.
 - *Parents were invited to Back to School Night via: district website, individual school website, principal email and/or phone invitations. Written invitations to meetings and school activities*
 - *Phone invitations to meetings and school activities*
 - *Listing upcoming meetings on the school's website and monthly newsletter*
 - *Raffles and prizes, related to literacy, for parent/student attendance to reading based school functions*
 - *Meeting times vary*
 - *Provide free babysitting when appropriate*

4. East Fallowfield Elementary School will use Title I funds to pay reasonable and necessary expenses associated with parent involvement activities:
 - *Provide transportation for literacy events as needed*
 - *Provide materials for parents and students related to literacy*
 - *Take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:*

5. How will parents be involved in the planning, review, and improvement of the Title I program:

- *Surveys were sent home asking for parent feedback*
 - *Parents are encouraged to call their reading specialist or building principal with suggestions*
 - *Regularly scheduled meetings are held at the district office to get parent feedback regarding the Title I program*
 - *Periodic School Advisory Council (S.A.C.) Meetings for Caln Elementary School*
 - *Individual Phone Conferences as needed*
 - *Individual In-school Conferences as needed*
6. East Fallowfield Elementary School will provide parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet by:
- *Standards based report cards sent home each trimester*
 - *Reading Specialists work on a case by case basis to provide additional home support to meet the individual needs of the students*
 - *Provide parents with reading specialist e-mail addresses and phone numbers*
7. East Fallowfield Elementary School will, at the request of parents, provide opportunities for regular meetings for parents to formulate suggestions and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible by:
- *Trial implementations of new instructional practices*
 - *Flexible scheduling for meetings based on parent response*
8. East Fallowfield Elementary School will provide each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading by:
- *Individual Conferences when requested or needed*
 - *Individual Phone calls when requested or needed*
 - *Reading Specialists provide additional testing data and interpretation of this data when requested or needed on a student*
 - *Mailing home the PSSA test results, along with a letter explaining the results, as soon as the reports are available to the schools*
9. East Fallowfield Elementary School will take the following actions to provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002) by:
- *A written notice will be sent to parents*
10. East Fallowfield Elementary School will provide assistance to parents of children served by the school, as appropriate, to better understand state standards and local curriculum:
- *At Back to School Night parents are introduced to the ELA curriculum as well as materials reading specialists and classroom teachers may use for interventions*
 - *Report cards and any teacher created progress reports are standards based and easy to understand*

- *Classroom teachers and reading specialists meet with parents at conferences to help them better understand the ELA curriculum*
 - *Curriculum information will be available on the district webpage as well as on the individual school's website*
11. East Fallowfield Elementary School will provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training and using technology, as appropriate, to foster parental involvement, by:
- *Lending Library (provides a constant, changing supply of literacy materials appropriate for the student's reading level for parents to use at home with their children)*
 - *Reading Specialists will provide training for volunteers who will help classrooms with reading and writing support.*
 - *Parent Resource Library is available.*
 - *Periodic literacy events are offered to families of Title I students where parents are shown strategies to help improve their child's reading*
12. East Fallowfield Elementary School will, with the assistance of its parents, educate its teachers, pupil services personnel, principals and other staff in how to reach out to, communicate with, and work with parents as equal partners in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:
- *Meeting for parents and reading specialists to discuss parent involvement plan.*
 - *All students receive a compact that is signed by the building principal, parent, and student (age appropriate). This compact explains the expectations of each stake holder.*
 - *Kindergarten readiness screening is followed with an individual conference to provide feedback on the needs of each student*
13. East Fallowfield Elementary School will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities is sent to parents in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:
- *Written invitations to meetings and school activities*
 - *Phone invitations to meetings and school activities*
 - *Listing upcoming meetings on the school's website and monthly newsletter*
 - *A translator provides immediate Spanish communication during parent meetings*
 - *Family members who provide additional translation opportunities are strongly encouraged to attend meetings and family nights*

DISCRETIONARY SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

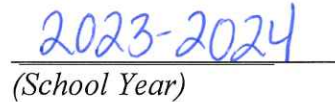
We will provide a framework within which we enable parents to initiate a supportive relationship with each other for the benefit of the children and families within East Fallowfield Elementary School.

ADOPTION

This School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by parent meetings and planned activities.



(Principal)



(School Year)