

Family-School Action Plan (Elementary)

Student Name:	Parent/Guardian Name:	Teacher Name:
Grade:	Planning Date:	Follow-up Date:
Parent/Guardian Phone:	Parent/Guardian Email:	
Teacher Phone:	Teacher Email:	

Data:	Goals:	Strategies for Success:
<p>Areas of strength: <i>In what areas is my child doing well? Ask teacher to provide data for academics, behavior, and attendance, attitude, homework, eagerness to learn, etc.</i></p> <p>Areas for growth: <i>In what areas does my child need to improve?</i></p>	<p><i>List 1-3 short-term goals for the student.</i></p> <p><i>Make sure the goals are SMART:</i></p> <ul style="list-style-type: none"> • <i>Specific</i> • <i>Measurable</i> • <i>Attainable</i> • <i>Reasonable (maintain high expectations)</i> • <i>Timely (set a time to review progress together).</i> 	<p>Parent: <i>What should I do at home to support the 1-3 short-term goals? Help the teacher identify strategies. Make sure the goals are SMART.</i></p> <p>Teacher: <i>What will you, as the teacher, do in the classroom to support the 1-3 short-term goals? Make sure the goals are SMART.</i></p> <p>Student: <i>What should my child do at home and at school to support the 1-3 short-term goals? Make sure the goals are SMART.</i></p>

Family-School Action Plan Sample

Student Name: Elijah Cleveland	Parent/Guardian Name: Sandy Cleveland	Teacher Name: Teneh Weller
Grade: 3	Planning Date: October 5 10, 2012	Follow-up Date: December 5, 2012
Parent/Guardian Phone: (777) 777-7777	Parent/Guardian Email: sandy@involvedparent.com	
Teacher Phone: (333) 333-3333	Teacher Email: teneh@partneringschool.edu	

Data:	Goals:	Strategies for Success:
<p>Areas of strength: Elijah is eager to learn. He participates in class and makes insightful contributions to our discussions.</p> <p>Math: Elijah scored proficient in math on the 2nd grade state test. He is currently performing at grade level in math and scored proficient on our 1st unit math test.</p> <p>Areas for growth: Reading: Elijah is reading below grade-level in reading. He scored basic in English Language Arts on the CST in 2nd grade.</p> <p>He struggles with reading aloud with fluency, accuracy and expression. (Fluency: 80 wpm).</p> <p>Attendance: He missed 12 days of school so far this year.</p>	<p>List 1-3 short-term goals for the student.</p> <p>Make sure the goals are SMART:</p> <ul style="list-style-type: none"> • Specific • Measurable • Attainable • Reasonable (maintain high expectations) • Timely (set a time to review progress together) <p>On December 1, 2012, Elijah will read 90 w.p.m. on the fluency assessment, which will be administered by Mrs. Tate (his teacher).</p> <p>Elijah will attend school at least 98% of the time from November – June.</p>	<p>Parent: Have Elijah read aloud for 30 minutes each evening with a book provided by the teacher each Monday. Have him read with expression.</p> <p>Have Elijah go to bed at 9:00 p.m. each evening. Prep</p> <p>Teacher: Have Elijah take leveled books to be read at home each Monday.</p> <p>Give Elijah the job of repeating directions for the class and passing out materials.</p> <p>Provide daily progress report at the end of each day.</p> <p>Student: Bring leveled books home every Monday. Read each night.</p> <p>Be responsible for bringing home daily progress report.</p>