



# SPRING-FORD AREA SCHOOL DISTRICT

CURRICULUM AND INSTRUCTION DEPARTMENT

857 SOUTH LEWIS ROAD, ROYERSFORD, PA 19468

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## ADMINISTRATION

Dr. David R. Goodin  
Superintendent

Mr. Robert Rizzo  
Assistant Superintendent

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Dr. Kelly Murray  
Director of Curriculum &  
Instruction

Catherine Gardy  
Curriculum Supervisor

Heidi Rochlin  
Curriculum Supervisor

Dear Parent,

The Every Student Succeeds Act of 2015 (ESSA) legislation requires state educational agencies to adopt written procedures to resolve any complaint alleging violations of the law in the administration of programs.

As you may know, our Title I program is administered by the Spring-Ford Area School District.

If you have any concerns regarding the implementation of the Title I program at your school, the following procedures should be followed:

Contact the principal of your child's school to determine if your concerns can be addressed at the school level.

If your building principal is unable to resolve your issue, you have the right to contact the Spring-Ford Area School District Title I Federal Programs Coordinator. The name and phone number of this individual is Sue Choi, (610)705-6004.

If you are unable to resolve your concern with the public school district, you have the right to file a written, signed statement with the Pennsylvania Department of Education, Federal Programs Division, 7th Floor, 333 Market Street, Harrisburg, PA 17126, attention Susan McCrone. The statement should include the federal statute or regulations which you believe have been violated.

Sincerely,

Sue Choi  
Spring City Elementary Principal  
and Title I Federal Programs Coordinator