

[Insert date (prior to August 13, 2012)]

[Insert School District's Name]

TO PARENTS OF STUDENTS ATTENDING [Insert campus name]:

Under the accountability provisions in the federal No Child Left Behind (NCLB) Act (P.L. 107-110), all public school campuses and districts are evaluated annually for Adequate Yearly Progress (AYP). Campuses and districts are required to meet AYP criteria on three measures: Reading/Language Arts, Mathematics, and either Graduation Rate (for high schools and districts) or Attendance Rate (for elementary and middle/junior high schools).

On August 8, 2012, the Texas Education Agency (TEA) notified the [Insert School District's Name] (hereafter referenced as the Local Education Agency or LEA) that [Insert campus name] will be subject to Stage [Insert SIP Stage] school improvement requirements during the 2012-2013 school year for not meeting AYP in [Insert indicator(s) (math, reading, attendance, graduation rate)] for two or more consecutive years. You may read about the AYP definition on the TEA's website at <http://www.tea.state.tx.us/ayp/>. The TEA's website at http://www.tea.state.tx.us/index4.aspx?id=4459&menu_id=798 describes the requirements for schools identified in the School Improvement Program (SIP).

The NCLB Act requires the LEA to notify you of the campus' SIP status and to provide you with the following information. Please be advised that the campus will have the opportunity to appeal this school improvement designation later this fall. However, the requirements described in this letter must be implemented for the entire school year, regardless of the outcome of the appeal.

As the parent or guardian of a student attending a campus identified for school improvement, you have the option to request a transfer of your child to another public school within the LEA that is not identified for school improvement. However, this campus is not able to offer school choice because [Insert reason for not being able to offer school choice, i.e. you are a charter school; there are not any other campuses in your district; all other campuses are in school improvement, etc.]

In lieu of not being able to offer school choice, the campus will offer the following additional educational activities: [Insert the additional educational services or campus reform strategies that will be offered on your campus]

The [Insert campus name] will be implementing the following activities to address the reasons the campus has been identified for school improvement: [insert examples.]. In addition, the LEA will provide the following assistance to the campus to support improvement efforts at a system level: [Insert examples.].

You may become involved in addressing the reasons the campus is identified for improvement by assisting in the following ways: [Insert examples such as: assist campus staff in revising the campus improvement plan; participate in parent involvement activities that assist you in learning how to increase your child's achievement level; attend parent-teacher conferences].

A campus identified in Stage 2 school improvement, or above, is required to offer Supplemental Educational Services (SES), which is free tutoring, to eligible students from low-income families. If your student is eligible for SES, you will receive additional detailed information about these services. Information on SES is available at <http://www.sirctexas.net/>.

If you have questions concerning this letter or require paper copies of the material referenced in the web sites, please contact [Insert contact information].

[Insert closing]

[Insert signature line]

