Date

To the Parents of \_\_\_\_\_\_\_\_\_\_\_:

The \_\_\_\_\_\_\_\_\_\_\_ School District offers a comprehensive core reading program curriculum to all K-3 students in which the academic achievement of each student is monitored throughout the school year. The District core reading program, *(name the evidence-based reading program)* includes all of the components of early literacy skills: Phonemic Awareness, Phonics, Vocabulary, Fluency, and Comprehension.

The \_\_\_\_\_\_\_\_\_\_\_ School District continually monitors reading achievement through state, district, and reading program assessments in grades K-3, adjusting instruction to meet each student’s needs. This letter is to inform you that your child’s reading proficiency is:

**☐** Borderline Proficient (has many skills, needs to work to maintain)

☐ Approaching Reading Proficiency

☐ Falls Far Below Reading Proficiency

Students who are demonstrating difficulty in reading receive additional assistance and intervention to meet their individual needs. Progress monitoring measures are administered to inform instruction and monitor skill acquisition. The following are being provided to your child to help with mastery of targeted skill areas:

☐ (Name of assessment tool) Progress Monitoring

☐ Small Group Instruction (during Tier I)

☐ Reading Intervention Services

☐ Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***SCHOOL: Type a brief description of interventions being provided (include all areas that you have checked above).***

In collaboration with the school, it is imperative that parents support and monitor their child’s reading skills at home. Recommended grade level tips for student support are included on the back of this letter. *(Note to school: include copy with parent tips)*

The\_\_\_\_\_\_\_\_\_\_\_\_\_ School District will work to effectively meet the needs of its students and prepare them to exceed standards and experience future success. A collaborative partnership between school and home is essential to the success of the students. Ongoing communication regarding your child’s progress will be provided by the classroom teacher.

Sincerely,