

SAMPLE COVER LETTER FOR INDIVIDUAL STUDENT REPORT FORM

{Date}

Dear {parent/guardian name},

Last Spring, your student took the 2015 Smarter Balanced Assessment in math and English. These online tests replaced the OAKS (Oregon Assessment of Knowledge and Skills) and match the content and skills your student is learning in class. The tests move away from previous fill-in-the bubble end of year exams that focused on rote memorization, to a format which asks students to explain their reasoning. The new tests measure more complex, real-world skills such as critical-thinking, writing, and problem solving, and they are aligned to a higher set of learning standards designed to prepare your child for success in college and the workplace. We have raised the bar in Oregon in order to make sure your student is prepared to compete for jobs here at home and around the country. For this reason, your child's score, as well as the school and district averages, may look lower this year. However, just like we saw with OAKS, these results will improve over time as students and teachers rise to the challenge of these higher expectations.

It's important to remember that this is a transition year. These results represent a new baseline for all Oregon students and provide a clearer picture about where your student is on their path to college and career readiness. These tests are only one measure of students' academic success, and no student will be held back a grade or kept from graduating based on the results. The results of the tests – as well as information about your student's work in the classroom – help your child, their teachers, and you understand more about their strengths and areas for improvement so learning gaps can be addressed early.

This report contains information about how your student did on the state English and math tests. You will notice the tests are scored differently than they were in the past. Students who receive a 3 or 4 on the test (on a 4 point scale) are considered on track to graduate high school college- and career-ready. The report includes detailed information about the areas in math and English where your student has mastered content and where he or she needs additional support. We encourage you to meet with your child's teachers to discuss his or her progress, to raise any questions you may have, and determine how to best support the work that your student does in school and at home. We are committed to working with you and your child to make sure he or she has the support needed to reach these new expectations.

The teachers, principals, and staff in {school district} want to help all of your student gain the knowledge and skills they need each year so that they can successfully graduate high school prepared for their next steps.

We look forward to working with you to help your child achieve his or her potential and graduate prepared for future success.

Thank you,