

SAMPLE PARENT LETTER

April 19, 2004

Dear Parent or Guardian:

Your 12th grade student took the Grade 10 Florida Comprehensive Assessment Test (FCAT) in March. Because your child did not earn a passing score in either reading or math, or both, your child is not currently eligible to receive a standard high school diploma. However, if your child passes the FCAT when the test is given in June and meets all other graduation requirements, he or she will be able to graduate with a standard high school diploma. So it is very important that your child receive help immediately to learn the skills needed to be ready to meet graduation standards when he or she takes the FCAT in June. Now is the time for all of us to work together with intensity to give your child the best chance for success.

Your child's guidance counselor will meet with you and your child to discuss a remedial instruction program for your child. This is a chance for you to get information about the types of help available to prepare your child for the FCAT. It is very important that your child receive remedial services in the specific areas of reading and/or math that he or she needs in order to pass the FCAT. The guidance counselor will also be able to give you information about continuing education options for students who have not earned passing scores on the FCAT, including continuation of high school education, summer school, the General Educational Development (GED) Exit Option Program, adult education high school diploma, certificate of completion, and the Common Placement Test (CPT)-eligible certificate of completion.

Unfortunately, most young people who leave high school without a diploma never return to school for more education. The lack of a high school diploma limits options for employment and career advancement in adult life. I encourage you to help your child focus on the skills needed to pass the FCAT so your child will have greater opportunities in the future.

We believe all children can learn and all students can succeed. Not passing the FCAT does not limit your child's potential for success. In fact, of the students in last year's graduating class who did not pass FCAT, a majority are enrolled in programs at community colleges and vocational technical schools. This is not the end of the road and we are committed to helping your child succeed.

We are anxious to continue working with you and your child to ensure that he or she reaches his or her personal and professional goals. Please contact your child's guidance counselor today. Thank you for your commitment to supporting your child in this very important endeavor.

Sincerely,

Principal