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DPS: 03-070

MEMORANDUM

TO: District School Superintendents

FROM: Betty Coxe

DATE: March 14, 2003

SUBJECT: **REGIONAL MEETINGS TO PROVIDE TECHNICAL ASSISTANCE RELATED TO THIRD GRADE STUDENT PROGRESSION**

We are pleased to announce five regional meetings scheduled in April for the purpose of providing technical assistance related to third grade student progression. The purpose of these meetings is to provide information regarding:

- Requirements for student progression and third grade promotion including criteria for good cause exemptions and student portfolios
- State and district third grade student data
- Instructional options
- Academic improvement plans and progress monitoring
- Family involvement
- Lessons learned

District School Superintendents
March 14, 2003

We invite you to send a team from your district representing school and district administrators, teachers, and student services personnel who are involved or will be involved in decisions and provision of services related to third grade student progression. The meeting will include opportunities to share best practices with your colleagues. Please come prepared to discuss the following questions:

- What type of reading remediation activities are being provided to struggling readers in your school and district?
- How are your schools involving families as partners in helping their children to improve their reading skills?
- What type of services will be available for students who score Level 1 on FCAT after the end of this school year and before the beginning of the next school year?
- What different kinds of programs and services are your schools planning to provide to students who will be retained in third grade this year?

Please find attached the registration form and directions for the meeting sites. Each meeting is scheduled to begin at 9:00 a.m. and end at 3:00 p.m. We ask that everyone planning to attend one of these meetings complete the attached registration form and fax or mail it to Jenna Labadie no later than March 24, 2003. Please note that space for each meeting is limited. You will be notified if the meeting you choose to attend reaches capacity. We look forward to sharing this important information with you. If you have questions or need additional information, please contact Gail Flores at (850) 487-3510 or Suncom 277-3510.

BC:mjbf

Attachment

cc: Assistant Superintendents for Instruction
Elementary Supervisors
Student Services Directors
Exceptional Student Education Directors
Dropout Prevention Coordinators
Elementary School Principals