



# PUTNAM CITY SCHOOLS

5401 N.W. 40<sup>th</sup> ♦ Oklahoma City, OK 73122-3398 405.495.5200 Fax 405.491.7514

Date \_\_\_\_\_

School \_\_\_\_\_

Dear Parents/ Guardian,

The purpose of this letter is to inform you that \_\_\_\_\_  
ELL student's name

has successfully completed the first year of academic progress monitoring program.  
Enclosed is the academic progress monitoring report.

has successfully completed the second year of academic progress monitoring program and that he/she is no longer being monitored. The enclosed report signifies that your child has mastered the level of English needed for both communication and academic success.

The *No Child Left Behind Act of 2001* requires that schools monitor the progress of English language learners who have achieved language proficiency for a period of two academic years. The monitoring procedure is carried out by a language assessment committee. The language assessment committee meets twice a year to review the progress of all monitored students. If the committee determines that a student is not making sufficient academic progress, it can recommend that the student be reevaluated using the ACCESS for ELLs Test.

Please contact your child's ESL teacher if you have any questions and/or need further clarification.

ESL Teacher Signature \_\_\_\_\_

Date \_\_\_\_\_

Regular Classroom Teacher Signature \_\_\_\_\_

Date \_\_\_\_\_

Principal Signature \_\_\_\_\_

Date \_\_\_\_\_