

Sample Parent Notification Letter

Non-Title I Priority Schools

<<Date>>

Dear Parent/Guardian:

Oklahoma's Elementary and Secondary Education Act (ESEA) Flexibility Waiver is designed to ensure that each student that graduates from an Oklahoma high school is college, career, and citizen ready. This waiver provides Oklahoma with the flexibility it needs to press forward with implementation of reforms, while giving schools room to grow. The final approved *ESEA Flexibility Waiver*, as well as videos and other helpful information, are available at: <http://ok.gov/sde/elementary-and-secondary-education-act-esea>.

In 2011, the Oklahoma legislature adopted an A-F School Grading System that makes school performance clear in a manner that is transparent and easily communicated to the public. The A-F Report Card is comprised of three sections each worth one-third of the overall calculation: Performance, Student Growth, and Whole School Performance. The Student Growth section is divided into two sub-categories: growth of all students in the school and growth of the bottom quartile of students. Each category (Performance, Student Growth, Bottom Quartile Growth, and Whole Schools Performance) is awarded a letter grade of A, B, C, D, or F and subsequently combined to award a final letter grade for a school. For additional information, the A-F Report Card Guide is available on the Oklahoma State Department of Education's Website at: <http://ok.gov/sde/f-grading-system>.

A Priority School is any school that either (1) receives a letter grade of "F" based on the State's A-F School Grading System, or (2) is a Title I school in the bottom 5% of Title I schools, a school in the bottom 5% of all schools, or (3) is a Title I-participating high school, Title I-eligible high school, and/or non-Title I high school in the State with a graduation rate below 60% for three consecutive, or (4) is a school that receives School Improvement Grant (SIG) funds to implement a school intervention model.

<<School name>> has scored a final Letter Grade of <<Letter Grade>> and has been designated as a Priority School because <<one or more of the above reasons for designation>>.

As a parent, you may want to compare the final A-F School Letter Grade of <<School name>> to other schools in <<District name>> and in nearby districts.

District	School	Final A-F Letter Grade	ESEA Designation
Sample	Sample Elementary	A	Reward
Sample	Sample Middle	B	N/A
Sample	Sample High	C	Focus

Explanation of what the school and district are doing to help address the problem(s):

How parents can become involved to help address the academic problem(s):

Sincerely,

<<School Principal>>