

# Sample Template Letter to Parents Regarding the EPP

Dear Parent or Guardian,

You may have read or heard that the Board of Elementary and Secondary Education voted to amend the regulation on the Competency Determination related to the MCAS test. The amendment changed the criteria for earning a Competency Determination by requiring that students, beginning with the class of 2010, either meet or exceed a scaled score of 240 on both grade 10 MCAS English language arts and Mathematics tests, OR meet or exceed a scaled score of 220 on both tests AND fulfill the requirements of an Educational Proficiency Plan (EPP). Also beginning with the class of 2010, all students must additionally meet or exceed the minimum needs improvement score (a scaled score of 220 or higher) on the Science and Technology/Engineering MCAS Test.

The intent of these changes is to increase the likelihood that graduates of Massachusetts high schools have the knowledge and skills needed to succeed in college and/or in today's workforce, which requires many of the same skills as college entrants.

This letter is intended to keep you informed of what we are doing on the local level to continue support of your child's educational efforts. The school district is developing an Educational Proficiency Plan (EPP) for your son or daughter that will guide him or her toward reaching proficiency in specific academic areas and meet the requirements of graduation. This Educational Proficiency Plan will include:

- a. a review of your child's strengths and area to improve, based on MCAS results, coursework, grades, and teacher input
- b. the courses your child will take and complete in grades 11 and 12
- c. a description of the assessments that the school will administer on a regular basis to determine and document progress toward proficiency.

In the coming months' newsletter, there will be ongoing information on the school's plan for helping students with their Educational Proficiency Plan; the role parents/guardians are expected to play in supporting your child's success in challenging coursework, and a sample of the Educational Proficiency Plan template.

For most students, an Educational Proficiency Plan will simply be a continuation of the rigorous course of study they are planning on completing. Please be assured that we are making every effort to assist your child in fulfilling all state and local requirements for graduation from high school.

If you have any questions or concerns, please contact: \_\_\_\_\_

Sincerely,

District/School Administrator