Parent Notification Letter

Dale County School System

Dear Parent/Guardian:

According to recent data your child, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

has been identified as being at-risk in the area of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

and has been referred to the school’s Problem Solving Team.

This team will consider one or more of the following in determining a plan of intervention for your child:

1. Use of various classroom interventions
2. Vision and hearing screening
3. Classroom observations
4. Review of school records to include attendance, discipline records, cumulative records
5. Progress monitoring measures
6. Informal reading, math, and or behavior inventories
7. Test data
8. Office Discipline Referrals

We believe you are a vital part of your child’s success and encourage your attendance at this meeting to assist in developing your child’s plan.

The meeting is scheduled for \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at \_\_\_\_\_\_\_\_\_\_\_\_\_.

Please respond and return this letter to school by\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

\_\_\_\_I will attend

\_\_\_\_I will not be able to attend, but will contact you for further information.

Sincerely,

\**Teacher keeps a copy of this as documentation*