

# FLORIDA DEPARTMENT OF EDUCATION



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August 3, 2009

Dear Parent/Guardian:

This letter is to inform you that **{Insert County Name}** County Local Educational Agency (LEA) has been identified as an LEA in need of improvement based on the federal No Child Left Behind (NCLB) Act. This means that the LEA did not meet one or more of the state academic achievement criteria, or Adequate Yearly Progress (AYP) targets, in reading, writing, mathematics, and/or graduation rate for **two or more** consecutive years. AYP measures the performance of all students and specific student groups based on race/ethnicity, free and reduced price lunch status, disability, and English proficiency.

To make AYP, a certain percentage of students in each group must score at grade level, or be proficient, on the Florida Comprehensive Assessment Test® (FCAT) in reading, writing, and mathematics. If one student group is not proficient, the entire LEA does not meet the AYP requirements. This does not mean the LEA is failing; it means that certain areas need improvement.

The table below shows the percentage of proficient students in your LEA compared to other students in the state.

2008-09 Percent of Students Scoring Proficient			
SUBJECT	GOAL	LEA	STATE
Reading	65%	{Insert Percentage}	60%
Mathematics	68%	{Insert Percentage}	66%
Writing	Increase 1% or 90% or higher	Goal Met/Not Met	Goal Met
Graduation Rate	Increase 1% or 90% or higher	Goal Met/Not Met	Goal Met

For more information on AYP, please visit: <http://schoolgrades.fldoe.org/default.asp>

**{Insert County}** County Local Educational Agency will complete a District Improvement Plan to address the achievement of its students and the areas the LEA did not make AYP. Your LEA's plan can be accessed on the Florida Department of Education's Web site at [http://www.flbsi.org/0910\\_sip\\_template/login.aspx](http://www.flbsi.org/0910_sip_template/login.aspx). The Department will also provide support to your LEA in the areas they missed AYP.

Local Educational Agency in Need of Improvement

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You play an important role in your child's education. We invite you to become involved in your child's school by:

- attending parent conferences with your child's teacher
- participating in activities at the school
- becoming a member of the School Advisory Council
- volunteering at your child's school

If you have questions regarding the academic progress of your child's school, your LEA, or how to become more involved, we encourage you to contact your school principal.

Sincerely,

Dr. Eric J. Smith

EJS/mkm