

PARENT NOTIFICATION

Date: _____

Dear (Parent Name),

The New York State Education Department has mandated schools to provide Academic Intervention Services to students believed to be in jeopardy of not succeeding on the _____ (state test name). Based upon _____ (student name) progress in _____ (course/subject name) as evidenced by _____ (test name or other reason), _____ (student name) has been identified as a student in need of Academic Intervention Services in the area of _____ (subject/support). Attached are the results of testing and/or concern(s), which were used to determine your student's need. Please take a moment to review this material. If you have questions about these results, please call _____ at _____.

Please be advised that your student must satisfactorily meet the established New York State standards in English/Language Arts, Mathematics, Social Studies and Science. These standards will be assessed at various grade levels during your student's elementary and secondary education. Failure to satisfactorily achieve these standards during your student's secondary education will prevent him/her from receiving a New York State high school diploma. Academic Intervention Service is being recommended at this time to better prepare your student to meet these standards.

The services, which will be offered to _____ (student name), include:

LIST SERVICES
 FREQUENCY
 TIMES
 LOCATIONS
 INSTRUCTOR'S NAME

Ongoing evaluation will help determine the specific level of interventions and the need to continue or terminate these services. The overall objective for providing these services is to increase the likelihood your student will be successful in meeting the New York State graduation requirements.

Sincerely,