**Sample Parent Cover Letter to Accompany the Family Report for the**

**Smarter Balanced Assessments**

Dear Parent/Guardian,

During spring 2016, students in grades 3–8 and 11 took assessments in English Language Arts/Literacy (ELA) and Mathematics. Enclosed you will find the Family Report that provides information about your child’s performance.

The Smarter Balanced Assessments are designed to match the content knowledge and skills outlined in the Hawaiʻi Common Core Standards that are being used by teachers to guide instruction in the classroom. These assessments are one of several measures that provide valuable information about how well your child is progressing toward mastery of the standards and inform our school’s planning and support for your child.

These assessments emphasize writing, problem-solving, and critical thinking—all of which are skills that students will need in the real world—and provide a snapshot of your child’s academic progress. This Family Report provides information about how your child did on the assessments, as well as resources that you can use to support your child’s education.

I encourage you to review the ELA and Mathematics information included in this report and ask your child what he or she is learning in class. Please contact your child’s teachers to discuss how you can support your child’s learning.

Also, an Interpretive Guide that will assist you in understanding your child’s Family Report can be accessed at [alohahsap.org](file:///C:\Users\jhart\AppData\Local\Microsoft\Windows\Temporary%20Internet%20Files\Content.Outlook\NXL4JF9H\alohahsap.org) on the Smarter Balanced Resources Page for Students & Families.

If you have any questions about your child’s Family Report for the Smarter Balanced Assessments, please contact the school at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Sincerely,

Principal