

IOWA Department of Education

Parent Guidance and Template

# Agenda



*Purpose:* Understand parent notification requirements.

1. Requirements
2. Parent Letter Template
3. Next Steps - Contract
4. Frequently Asked questions
5. Questions and Answers

## Parent Notification Requirements

The parent or guardian of a student who exhibits a substantial deficiency in reading must receive:

- Notice that their student has been identified as having a substantial deficiency (**annually**)
- Information on services currently provided to the student (**annually**)
- Notice of proposed supplemental services the district will provide (**annually**)
- Information on strategies the parents/guardians can use to help the child succeed (**annually**)
- Information their students academic progress and any other useful information (**quarterly**)
- A plan for remediating the reading deficiency in a parent contract (**one time**)
- Notice that they may enroll their student in an intensive summer reading program if not proficient at the end of 3<sup>rd</sup> grade (**one time**)

## Parent Notification Requirements

### 62.4(4)

Notify the parent or guardian of any student determined to have a substantial deficiency in reading annually (1) that their student has been identified as having a substantial deficiency, (2) of the services currently provided to the student, (3) what proposed supplemental instructional services and supports the district will provide to the student to remediate the reading deficiency, and (4) strategies parents/guardians can use to help the child succeed

### **62.6(4)**

Apprise the parent or guardian of any student determined to have a substantial deficiency in reading of their student's academic progress and other useful information. [quarterly]

What does that look like?

## Parent Letter Template

## Parent Notification Requirements

### **62.6(4)**

Provide the parent or guardian of any student determined to have a substantial deficiency in reading with a plan outlined in a parent contract. [**one time**]

## What does that look like?

The goal of the contract will be to formalize the commitment on the part of each important partner in working together toward the student's improvement and success in reading. The Reading Contract will:

- Identify responsibilities and commitments on the part of:
  - The Student
  - The Parents
  - The Teacher(s)
  - The Principal
- Provide recommended activities to select for each partner and allow for individualization of the reading contract.
- Be signed and dated.

A webinar to review the sample contract will be held.

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# Parent Notification

<b>On Track</b>	<b>At risk</b>	<b>Substantially Deficient</b>
District adopted process for communicating student performance and progress	District adopted process for communicating student performance and progress – Notice specific to performance on universal screening and any services to be provided is <u>recommended</u> .	District adopted process for communicating student performance and progress – Notice to parents specific to performance on universal screening, services to be provided, recommended strategies, progress, and parent contract information is <u>required</u> .

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Frequently Asked Questions

## FAQ

*How does a parent refuse to have their child tested?*

The procedures followed regarding parent refusal for district-wide assessments are local decisions.

## FAQ

*How often do schools need to apprise the parent or guardian of the student's academic progress?*

Information showing the student's progress on a valid and reliable progress monitoring assessment should be provided to parents at least quarterly. If a school is on a trimester schedule, districts may provide parents notification on a trimester schedule.

## FAQ

*At what point in the year are parents notified of a substantial deficiency?*

Parent notification is required within a reasonable period (e.g. within two weeks) of the universal screening in which the substantial deficiency is initially determined. Additionally, schools are encouraged to notify parents of students who are determined to be at-risk.

## FAQ

*What is meant by “participation in regular parent-guided home reading”?*

Guidance for parents to assist their children at home will be provided by the Iowa Reading Research Center along with activities parents can implement with their children to assist them in reading.

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Questions and Answers