<Insert Date Letter Sent (No later than December 17, 2012)>

<Insert school district header.>

TO PARENTS OF STUDENTS WHO ARE ENGLISH LANGUAGE LEARNERS ATTENDING *<Insert name of local education agency (LEA).>*

Under the federal Elementary and Secondary Education Act (ESEA), the Texas Education Agency (TEA) is required to determine if school districts and charter schools receiving ESEA Title III funds have met certain objectives for English language learners (ELLs), also referred to in current law as limited English proficient (LEP) students. These objectives are known as the Annual Measurable Achievement Objectives (AMAOs). If the school district or charter school does not meet all AMAOs, it must fulfill specific requirements. One requirement is to notify you, as the parent of an English language learner, that the school district and/or charter school did not meet all AMAOs for measuring student achievement in the 2011-2012 school year.

On November 14, 2012, the TEA notified *<Insert name of LEA.>* that it did not meet one or more of its AMAOs for and that *<Insert name of LEA.>* would need to follow Title III accountability requirements. For the 2011-2012 school year, Title III-funded districts and charter schools needed to meet all of the following AMAOs:

- AMAO 1: LEP Student Progress (All LEP students, grades K-12);
- AMAO 2: LEP Student Attainment* (Students identified as LEP 1-4 years);
- AMAO 2: LEP Student Attainment* (Students identified as LEP 5 or more years); and
- AMAO 3: LEP Adequate Yearly Progress (AYP).

  **LEP Student Attainment* refers to when the ELL student has attained full English proficiency, which is demonstrated by receiving an *Advanced High* composite rating on the Texas English Language Proficiency Assessment System (TELPAS), which measures a student's overall level of English language proficiency and is administered yearly to ELLs in Texas public schools.

<Insert name of LEA.> did not meet the following AMAO(s):

<Insert full name of indicator as listed above for each of the AMAOs not met.>

If you would like more information about the Title III program or its accountability requirements, please contact the person listed at the end of this letter or you may access information online by visiting the TEA's ELL web portal at www.elltx.org.

<Insert name of LEA.> also is required to consult with parents when developing its local plans for the programs and activities that it plans to provide with Title III funds. If you are interested in becoming more involved in this process, please contact *<Insert name of LEA official and contact information.>*.

This letter is provided to you as information only. You do not need to respond. If you have questions or need for us to provide you with copies of the material referred to on the Internet, please contact *<insert name of LEA official and contact information>*.

<Insert closing.>

<Insert signature line.>