Dear Family [or actual name]:

This spring Washington public school students in grades 3-8 and 10 took the Smarter Balanced or the Washington Access to Instruction & Measurement (WA-AIM) English language arts (ELA) and math tests. Students in grades 5, 8 and 11 also took the Washington Comprehensive Assessment of Science or WA-AIM science. Your student’s results from the spring state tests are enclosed/attached. **[Insert: method of including test results]**

The results from these tests are one of many ways of understanding where students are in their learning, relative to grade-level learning goals in math, English language arts, and science. For students in grade 10, the Smarter Balanced or WA-AIM tests can also be used as a graduation pathway. The state assessment results can help all of us work together to pursue additional support or accelerated opportunities that may benefit your student’s learning. These assessment results also fulfill state and federal requirements to understand how districts and the state are doing in meeting all students’ learning needs and help to improve instruction.

If you have questions about your student’s testing performance, please talk with your student’s teacher(s). If you have any questions about your student’s score report, please contact [Insert: name and contact information]

For more information about state tests and the learning standards they assess, visit these websites: [Assessment Resources](https://ospi.k12.wa.us/student-success/testing/state-testing/assessment-resources-families), [Starting Smarter](https://wa.startingsmarter.org/), and [State Testing](https://ospi.k12.wa.us/student-success/testing/state-testing).

[Insert: School’s performance and any planned efforts to help students with skills]

Your student's learning and growth are important to us, and we welcome your calls and emails, and hope you will share your ideas about how we can best continue to work together to support your student’s success.

Sincerely,

[Insert principal’s name]