Sample School Department

English for Speakers of Other Languages (ESOL) Program

School Year 2022-2023

Multilingual Learner Exit Parent Notification Form

Date:

Dear Parent/Guardian of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

This letter is to notify you that your child has achieved proficiency in English and will be exited from the English for Speakers of Other Languages (ESOL) program. In Maine, proficiency is defined as an overall composite proficiency score of 4.5 on ACCESS for ELLs or Level P2 on Alternate ACCESS for ELLs, as applicable.

Your child’s most recent score on the ACCESS for ELLs or Alternate ACCESS was \_\_\_\_\_\_\_. (Score report attached.)

Although your child has now exited the ESOL program, we will continue to monitor your child’s progress for at least the next two years. If at any time your child is in need of support from the ESOL program, assistance will become available, and you will be notified.

If you have any questions about your child’s assessment results or your child’s exit from ESOL program services, please contact me at: (contact info)

Sincerely,