

Date: \_\_\_\_\_

Dear Parent or Guardian:

Earlier this year, you were advised of the possibility that your child might be retained in his/her current grade. Based on the professional staff's evaluation, \_\_\_\_\_ is retained and eligible to attend the Extended School Year Program. The retention or promotion decision will be reconsidered at the end of the program. Attendance in the Extended School Year program does not guarantee promotion.

The following information may be helpful to you:

- Your child will attend his/her regular school.
- Dates of the program are \_\_\_\_\_ to \_\_\_\_\_
- School hours will be: \_\_\_\_\_ to \_\_\_\_\_
- Bus transportation will be provided

We believe this extended time and concentrated instruction will benefit your child. Your cooperation is greatly appreciated.

Sincerely,

Principal

-----  
**Middle School Extended School Year Final Notification**

Student's Name: \_\_\_\_\_ Date: \_\_\_\_\_

School: \_\_\_\_\_ Teacher: \_\_\_\_\_

I am aware that my child is eligible to attend the Extended School Year Program to be reconsidered for promotion to the next grade. I understand that attendance does not ensure promotion.

- Yes, my child will attend       No, my child will not attend.

Parent/Guardian Signature: \_\_\_\_\_ Relationship to Child: \_\_\_\_\_