

Table 13-2

DATE

Dear Parent:

From March 9 through March 20, our school district will be giving the annual state tests to students. Because of the importance of these tests, we ask your cooperation with the following:

1. Make sure your child comes to school on time so that classes will not be interrupted.
2. Try to rearrange doctor and dental appointments so that they are not scheduled in the morning.
3. Please make sure your child gets a good night's sleep (9-10 hours).
4. Please make the extra effort to make sure your child gets a good breakfast.
5. If your child wears glasses, please make sure he/she has them at school.
6. Remind your child to ask the teacher questions if he/she does not understand the test directions.
7. Advise your child not to worry about the tests, and express your confidence in his/her ability to do well on the tests.
8. Encourage your child to do the best he/she possibly can on the tests. Your child's individual results will be available next fall.

Sincerely,

SCHOOL PRINCIPAL
or SUPERINTENDENT