



OFFICE OF THE SUPERINTENDENT

March 2020

Dear 3rd Grade Parents/Guardians:

Your child will soon take the M-STEP (Michigan State Test for Educational Progress). State law requires all 3rd grade students to score above 1252 in Reading/ELA in order to advance to 4th grade. We have been working with all of our students throughout elementary on their reading growth; your engagement also plays a vital role in their success.

What can I do?

To help prepare your child for this upcoming test:

1. Have your child go through the M-STEP practice tests online for both ELA and math. You can find those practice tests at <https://wbte.drcedirect.com/MI/#login>.
2. Be sure your child is reading 20-40 minutes each night.
3. Have students keep a journal to practice their writing skills.
4. Stay in close contact with your child's teacher on their reading progress.

What if my child's Reading/ELA score is not proficient on the state assessment?

The State of Michigan will send parents a letter stating that their child is at risk of being retained in 3rd grade. If you receive this letter from the State of Michigan, you have the right as their legal guardian to request that your child is not retained.

How do I make a request?

If you do not believe that your child should be retained in 3rd grade, you will need to make a request in writing to the Superintendent. Be sure to explain if one or more of the following Good Cause Exemptions qualifies:

- My child has an IEP.
- My child has a 504 plan.
- My child is limited in English.
- My child received intensive reading intervention for two or more years but still demonstrates a reading deficiency and was previously retained in kindergarten, first grade, second grade, or third grade.
- My child attended a Young 5's program.
- My child has been enrolled in the district for less than two years and there is evidence that my child was not provided with an appropriate Individual Reading Improvement Plan (IRIP).
- My child has demonstrated proficiency in math on the state assessment and has demonstrated proficiency in science and social studies as shown through a pupil portfolio as determined by their third-grade teacher.

All requests should be sent to: Attn: Randy Fleenor, Superintendent, Lakewood Public Schools, 223 West Broadway, Woodland, Michigan, 48897; Or emailed to: fleenorr@lakewoodps.org.

Your request must be sent to the school within 30 days of the notification from the State of Michigan. The school will respond with next steps for you and your child within 10 days of receiving your request. If you have any questions regarding this process, please contact Jay Larner, Assistant Superintendent, at 616-374-8043.

Sincerely,

Randy Fleenor
Superintendent