[December X, 2018]

Dear Parent(s) and Guardian(s):

Recently, the District of Columbia released the DC School Report Card, a new user-friendly, interactive website for parents and families with clear, common information about all public schools in the District of Columbia, both DC Public Schools and charter schools. The DC School Report Card includes profiles for each school containing data and information about academics, school environment, teacher information, school programming, and more.

The goal of the DC School Report Card is to provide transparent and accessible information to parents and families in the District, all in one place. The DC School Report Card also includes the school’s rating on the School Transparency and Reporting (STAR) Framework that allows parents, educators and the community an easy way to understand how a school is doing. Each school receives a 1 through 5 star rating based on multiple different types of information. The STAR Framework accounts for how all groups of students in a school are doing, to ensure that DC schools are serving students well, no matter their background or educational needs.

The report card, STAR Framework, and user-friendly website are all requirements under the federal education law called the Every Student Succeeds Act. This work was led by the Office of the State Superintendent of Education (OSSE), DC’s state education agency, with feedback from thousands of parents, educators and community members.

We know that the report card is just one of many ways you will engage with us at [SCHOOL NAME]. We look forward to sharing our school’s successes with you, and working together to make our school better every day. In particular, we are proud that at [SCHOOL NAME] the report card shows us doing well on [INSERT INFORMATION THAT THE SCHOOL WOULD LIKE TO HIGHLIGHT].

If you have questions about the tool, please visit OSSE’s website at [osse.dc.gov/dcschoolreportcard](http://osse.dc.gov/dcschoolreportcard) to find more information about the DC School Report Card and STAR, including answers to frequently asked questions, a step-by-step user guide, and videos that help explain how the report card works.

[IF APPLICABLE, INSERT INFORMATION ABOUT UPCOMING PARENT/TEACHER ORGANIZATION MEETING OR SCHOOL INFORMATION NIGHT].

Thank you,

[Insert Name]