SAMPLE MIGRANT MIDDLE SCHOOL LETTER

The Sample Migrant Middle School Letter provided in English and Spanish on the following pages were developed with input from our State PAC members. The Migrant Middle School Letter is a tool which can be used to provide migrant parents with tips on how to collaborate with school staff and how to access resources they may need, including names and contact information for key school and district personnel.

It is recommended that the letter be printed on school district letterhead.

SAMPLE MIGRANT MIDDLE SCHOOL LETTER (ENGLISH)

(Sample Letter Format: Please customize and print on school district letterhead.)

IMPORTANT INFORMATION

FOR PARENTS AND GUARDIANS OF MIGRANT MIDDLE SCHOOL STUDENTS

(Insert date.)

Dear Parent or Guardian,

Greetings from *(Insert name of school or district.)*! The middle school years can be a difficult time for some students, especially for a migrant student whose family works in agriculture, and often moves from one school district to another. It is very important for parents to know what to do should they have concerns about their children.

In an effort to ensure that migrant middle school students receive timely attention and appropriate interventions for problems they are experiencing, all school districts that receive funds for the Migrant Education Program (MEP) are required to provide supplemental information to migrant parents on how to collaborate with school staff and how to access resources. We, therefore, are providing you with several tips and a list of names and telephone numbers of campus and district personnel who may be able to assist you and your child with any questions or concerns.

TIPS ON HOW TO COLLABORATE WITH SCHOOL STAFF AND ACCESS RESOURCES NEEDED

1. If you have a concern, be sure to reach out to the school as soon as possible, rather than wait for the school to contact you first.
2. For concerns related to a certain class, try working with your child's teacher first. Keep in mind that, in middle school, students usually have a different teacher for each subject and also usually have an advisory teacher who the students report to daily, usually at the beginning and end of each school day.
3. If you are not able to communicate with a teacher or staff due to a language barrier, you have the right to request an interpreter provided by the school.
4. It is a good idea to schedule an appointment with the person you wish to see.

By working together, we can help ensure your child's academic success.

Sincerely,

(Insert appropriate signature.)

SAMPLE MIGRANT MIDDLE SCHOOL LETTER (SPANISH)

(Sample Letter Format: Please customize and print on school district letterhead.)

INFORMACIÓN IMPORTANTE

PARA PADRES Y GUARDIANES DE ESTUDIANTES DEL PROGRAMA EDUCACIÓN MIGRANTE QUE ASISTEN A ESCUELAS INTERMEDIAS

(Insert date.)

Estimado Padre o Guardián:

¡Saludos de parte del distrito escolar de (Insert name of school district)! La etapa escolar durante los años de escuela intermedia puede ser difícil para algunos estudiantes, particularmente para aquellos identificados bajo el Programa de Educación a estudiantes Migrantes cuyas familias viajan de un distrito escolar a otro para trabajar en la agricultura o la pesca. Es muy importante que los padres conozcan los recursos disponibles para apoyar a su hijo/a.

Los distritos escolares que reciben fondos del Programa de Educación Migrante están sujetos a proporcionar a los padres, información para conectarles con recursos y servicios disponibles para ayudar al estudiante a avanzar académica y emocionalmente. Por esta razón, deseamos compartir con usted sugerencias para establecer comunicación con la escuela de su hijo/a y también una forma que le ayudará a identificar aquellas personas en la escuela que pueden ayudarle con detalles específicos relacionados al rendimiento de su hijo/a

SUGERENCIAS PARA COLABORAR Y COMUNICARSE CON LA ESCUELA

1. Contacte la escuela tan pronto tenga una preocupación sobre su hijo/a. Mientras más pronto comunique sus inquietudes a la escuela, más pronto se podrán identificar los servicios o intervenciones para ayudar a su hijo/a.
2. Si su preocupación es sobre un material en específico, contacte primero al maestro/a de esa clase. Por lo regular, los estudiantes en escuela intermedia tienen un maestro diferente para cada clase.
3. Sepa que la escuela debe proporcionarle un intérprete en caso de que tenga dificultad con el idioma inglés.
4. Si la persona que desea contactar no está disponible, trate de hacer una cita.

Trabajando juntos, podemos asegurar el éxito académico de su hijo/a. Sinceramente,

(Insert appropriate signature.)