

Valenzuela/CAHSEE Intensive Instruction and Services Program Lawsuit Settlement

**IEM School Student Eligibility Letter
with Option to Decline Future Notifications**

Note: Education Code section 37254 requires that the local educational agency notify pupils (or his or her parent or legal guardian if the pupil is under the age of 18), who have not passed one or both parts of the CAHSEE by the end of grade 12, of the availability of services and the right to file a complaint regarding those services per Education Code section 35186. This notification must be in writing to the last known address and occur before the end of each school term in sufficient time for the pupils to avail themselves of services each term for two consecutive academic years after grade 12. The letter must comply with the translation requirements of Education Code section 48985.

Dear _____;

Our records indicate that _____ did not pass both parts of the California High School Exit Examination (CAHSEE) by the end of 12th grade. Therefore, I am writing to offer you the opportunity to receive additional instruction and assistance towards passing the CAHSEE. Pursuant to California Education Code section 37254, I am notifying you that:

1. Pupils, including English learners, who have not passed one or both parts of the California High School Exit Examination (CAHSEE) by the end of grade 12 are entitled to receive intensive instruction and services for up to two consecutive academic years after completion of grade 12 or until they pass both parts of the CAHSEE, whichever comes first;
2. English learners, who have not passed one or both parts of the CAHSEE by the end of grade 12, are entitled to receive services to improve English proficiency as needed to pass those parts of the CAHSEE not yet passed, for up to two consecutive academic years after completion of grade 12 or until they pass both parts of the CAHSEE, whichever comes first; and
3. Pupils, who have not passed one or both parts of the CAHSEE by the end of grade 12, have the right to file a complaint regarding intensive instruction and services under the Uniform Complaint Procedures if he or she was not provided the opportunity to receive intensive instruction and services for up to two consecutive academic years after completion of grade 12 or until they pass both parts of the CAHSEE, whichever comes first.

The purpose of the CAHSEE is to improve student achievement in high school and to help ensure that students who graduate from high school can demonstrate competency in the California content standards for English-language arts and mathematics. Passage of the CAHSEE is a requirement for earning a high school diploma. However, please be reminded that in order to earn a high school diploma, all [IEM Charter School] requirements must be met, including having sufficient course credits in prescribed areas. Passing the CAHSEE alone will not result in issuance of a high school diploma. Students who did not pass one or both parts of the CAHSEE by the end of grade 12 are encouraged to contact the district to receive intensive instruction and

services in order to pass the CAHSEE. Students may take the CAHSEE without additional instruction and services.

If you are declining services and do not wish to receive future notifications of your right to obtain services, sign the statement below and return to the address or reply to the email address noted.

Please contact Becky Cote, Director of Educational Services at (530) 295-3566 (bcote@ieminc.org) 1166 Broadway Suite Q, Placerville CA 95667 if you wish to receive additional instruction and services, have any questions about the services available or other educational options, wish to take the CAHSEE, or wish to file a complaint regarding services. Our staff will be working with parents/guardians and students to ensure that each eligible student receives services designed to assist the student in passing the CAHSEE. Please take advantage of these options; we are here to help you succeed.

Sincerely,

Rebecca Cote'

I am declining instruction and services under the CAHSEE Intensive Instruction and Services Program at this time and do not wish to receive future notifications of my right to obtain services. I understand that I can change my mind and request services at a later date.

Signature of Student

Date

Printed Name of Student

Return to:

Rebecca Cote'
Ocean Grove Charter School
1166 Broadway Suite Q
Placerville, CA 95667
bcote@ieminc.org