(Insert School Letterhead here)

(Insert date here)

Dear Parent/Guardian:

Kentucky students took the Kentucky Summative Assessment (KSA) in the Spring of 2023. The tests were developed by Kentucky teachers and align with the *Kentucky Academic Standards (KAS)* in each content area.

KSA is the annual summative assessment given in grades 3 through 8, 10 and 11 to Kentucky public school students. KSA provides content area assessments, including reading and mathematics (grades 3 through 8 and 10), science (grades 4, 7, 11), on-demand writing and editing and mechanics (grades 5, 8, 11), and social studies (grades 5, 8, 11).

These assessments are Kentucky’s measure of student proficiency and progress on the state content standards. These standards establish goals for what all students should know and be able to do in each grade. The KSA was given online with only a small percentage of students testing on paper. This assessment goes beyond multiple-choice questions. It includes questions where students can demonstrate critical thinking and problem-solving skills, and extended response questions where students construct a response or answer with a technology-enhanced response.

As (insert name of district) faces the ongoing impact on learning brought about by COVID-19, we continue to leverage resources to provide equitable recovery for all our students. When considering your child’s performance, it is important to consider the learning contexts and experiences over the past few years.

Here are a couple of examples of the learning contexts and conditions our school had that may have influenced your child’s results:

* [Insert school or district initiatives, opportunities or experiences that have been successful,]
* [Insert any other relevant contextual information that is unique to the district over this past year (e.g., teacher shortages, school closures or other learning disruptions that are important to contextualize results).]

This annual assessment provides critical information about student learning, but no single assessment should ever be the sole factor in making an educational decision. It is important to remember that assessments provide only one measure of student learning. When combined with grades, classroom activities, student projects, personalized learning opportunities, and school and district-level measures and processes, the end-of-year assessments can help provide a more complete picture of your child’s abilities over the course of the school year and path toward academic success on these content standards.

For KSA, students receive a separate scale score (400-600 for all content areas: reading, mathematics, science, social studies, editing and mechanics and on-demand writing) along with a performance level (distinguished, proficient, apprentice, and novice). Combined writing will be assigned a performance level only (no scale score.) Scale scores are reported as numbers, while performance levels are descriptive. The performance level descriptors (PLDs) are different by content area and describe student performance on groups of items that measure similar skills. PLDs for each grade and content area are available for review on the [KSA website](https://education.ky.gov/AA/Assessments/Pages/KentuckySummativeAssessment-.aspx) at <https://education.ky.gov/AA/Assessments/Pages/KentuckySummativeAssessment-.aspx>. The Individual Student Reports (ISRs) also contain more information about the performance levels in each area.

To view the performance and participation of our school, visit the online [School Report Card](http://www.kyschoolreportcard.com/) at <http://www.kyschoolreportcard.com/>.

(Insert School Signature here)

(Insert School contact information here)