Insert School Letterhead here)

(Insert date here)

Dear Parent/Guardian:

The Alternate Kentucky Summative Assessment (AKSA) is administered to Kentucky students in the alternate program in two parts, part one or Window 1, was administered in the Fall 2022 and Window 2 was administered in the Spring of 2023. The tests were developed by Kentucky teachers and aligned with the *Kentucky Academic Standards (KAS)* in each content area.

AKSA is the annual summative assessment for students with moderate to significant cognitive disabilities (less than 1% of the total student population) for whom traditional assessments would be an inappropriate measure of progress. AKSA is the annual summative assessment given in grades 3 through 8, 10 and 11 to Kentucky public school students. It includes attainment tasks in content area assessments, including reading and mathematics (grades 3 through 8 and 10), science (grades 4, 7, 11), on-demand 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. This assessment is a picture-based assessment.

As (insert name of district) face 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.

AKSA students receive a separate scale score (150-250 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) contain more information about the PLDs in each area. High school students in grade 11 who took the Transition Attainment Record (TAR) in place of the ACT will receive a combined score report.

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

(Insert School Signature here)

(Insert School contact information here)