

Spring 2019 ILEARN Results: Parent Letter Template

July 23, 2019

Dear Parent or Guardian:

Your student participated in the ILEARN assessments for his or her grade level earlier this spring. Since ILEARN is a new test, the final results with proficiency levels and scale scores will not be available for schools until August 15.

In accordance with Indiana Code 20-32-5.1-12(d), parents and schools have an opportunity to request a rescore for any open-ended item(s) to which students responded on the ILEARN assessment.

Important Information about the ILEARN Rescore Request Process:

- The ILEARN Rescore Request window will be open in mid-July (July 15 – 31). Requests submitted outside of this window will not be processed.
- Parents or guardians who wish to view students' response images and scoring rubrics must visit the school in which their child is officially enrolled. There will not be a separate online portal for parents to access this information.
- Together with Mr. James Polite, High School Principal or Mrs. Julie Berndt, Elementary Principal, you will be able to view an image of your student's response to each open-ended item, sample student responses for each score point, and the scoring rubric to help decide whether to request a rescore for that item.
- The principal will submit any rescore request(s) on your behalf in the online platform.
- A school must first notify the parents of any student for whom they want to request a rescore since a rescore could result in an **increased or decreased score**.
- Once a rescore request is submitted, the request and/or score change cannot be reversed.
- A rescore request can only be requested one time for an item. Multiple requests to rescore the same item for a student is not permissible.
- All items, responses, and scoring rubrics are secure materials and must not be discussed, shared, distributed, or duplicated.
- Final results released on August 15 will reflect any properly submitted requested rescoring.

Important Dates

July 15 – 31, 2019	ILEARN Rescore Request window
August 15, 2019	ILEARN final results available for schools (including Individual Student Reports)

Parents that request a rescore of their student's ILEARN, will need to sign a form of confidentiality. A copy of this form will be placed in the student's permanent record file.

Please contact your student's school (NJSP Junior High/High School at 574-896-2158 or NJSP Elementary School at 574-896-2128) with any questions about the rescore request process.

Sincerely,
James Polite, NJSP Junior High/High School Principal

Julie Berndt, NJSP Elementary School Principal