Dear Parent or Guardian:

Again, this year, (STATE’s NAME) will be using the Dynamic Learning Maps® (DLM®) alternate assessment to use for our students with the most significant cognitive disabilities. The DLM assessment provides academic standards that are used to measure academic achievement for students who are eligible for the alternate assessment. Throughout this school year in (SCHOOL’s NAME), your child will be provided academic instruction in English language arts and mathematics using the (STATE’S NAME) standards.

In the spring, during our state’s assessment window, your child will take testlets. These testlets will be in English language arts and mathematics. Each testlet includes questions from one or more of the standards that your child’s teacher used for instruction during the school year. The spring assessment window for our state is [enter your test administration window dates].

During the spring assessment window, the number of testlets and the approximate length of time for testing may vary depending on the subject, grade level, and each student’s individual needs. The materials used in the testlets can adapt to your child’s needs. The testlets must be completed during our state’s spring assessment window, but your child may take the testlets over a period of several days during that window as needed.

We anticipate that testing time will be as follows:

| **Subject Tested** | **Number of Testlets** | **Approximate length of time, depending on grade level and student’s individual needs** |
| --- | --- | --- |
| English language arts | 9 testlets | 90–135 minutes |
| Mathematics | 6–8 testlets | 60–120 minutes |

Your child’s results are completely confidential (in accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107–346). Scores from the testlets will be used according to your district’s policy.

If you would like additional information about the Dynamic Learning Maps alternate assessment, please visit <http://dynamiclearningmaps.org/>. If you have questions, please contact me at [TELEPHONE NUMBER] or via e-mail [E-MAIL ADDRESS].

We are excited that our district will take part in the Dynamic Learning Maps alternate assessment again this year, and we are very pleased that your child will be participating.

Sincerely,

**School Principal**