

California Department of Education
August 2024

Sample Letter

Local Educational Agency (LEA) Name:

Multilingual Learners in Transitional Kindergarten

To the parent(s)/guardian(s) of:

Last Name:

First Name:

Date of Birth:

School:

State Student ID #:

Date:

Dear Families:

Thank you for completing the Home Language Survey (HLS) during enrollment. From your HLS responses, we see that your child may have had experiences with multiple languages. This information helps us ensure that our teachers and school staff can effectively support your child's English language development, including informing teaching strategies and instructional resources.

Research demonstrates the cognitive, economic, and long-term academic benefits of multilingualism and multiliteracy. The languages and cultures that students bring with them are an asset to their learning communities.

Once your child enters kindergarten, they will be administered the Initial English Language Proficiency Assessments for California (ELPAC) or the Initial Alternate ELPAC to determine their English language proficiency.

If you have any questions or need more information, please contact us at:

Sincerely,

Name:

School or LEA Name:

Email Address: