



513-887-5000
513-887-5014 FAX
533 Dayton Street P. O. Box 627
Hamilton, Ohio 45012

August 24, 2011

Dear Parent/Guardian:

This letter is to let you know that Highland Elementary School has been identified as in need of improvement. School Improvement means your school did not meet Ohio's goals in reading and mathematics or attendance for two years in a row or more. The students at Highland Elementary School did not meet Ohio's 2010-2011 goals in the following areas: Reading and Mathematics - in sub groups like economically disadvantaged, special education and limited English proficiency.

Although we believe you will choose for your child to remain at his home school of Highland Elementary School, your child qualifies to attend a similar school that is NOT in improvement status and the district will provide transportation. The choice of schools that you have, which may be limited because if all requests for transfers cannot be accommodated, the law requires that priority be given to low achieving students from low-income families (based on free or reduced lunch eligibility) is: Linden Elementary and Ridgeway Elementary. Attached is information about Linden Elementary and Ridgeway Elementary to help you make your choice.

Parents who are interested in having their child transfer to Linden Elementary or Ridgeway Elementary must complete the enclosed *Parent Request for School Choice form*. The completed form must be returned to the Office of State and Federal Programs, Hamilton City School District, Board of Education Building, 533 Dayton Street, P.O. Box 627, Hamilton, Ohio 45012 by September 8, 2011. Parents will be notified in writing that their request is approved or denied by September 15, 2011. Please contact Dr. Everett Mann, Administrative Assistant for Business and Planning at 887-5013 if you have any questions.

Our local report card [<http://ilrc.ode.state.oh.us>] and/or the sheets attached shows how well Highland Elementary School did when compared with other schools.

We have developed a plan to help our students do better in reading and mathematics for the coming year. You are invited to join us to help make that happen. Please contact Dr. Everett Mann, Administrative Assistant for Business and Planning at 887-5013 if you would like information on ways you can help.

Sincerely,

Everett C. Mann
Administrative Assistant for
Business & Planning