

(Insert School Letterhead here)
(Insert date here)

Dear **Parent/Guardian**:

Montana students took the ACT with Writing assessment in mathematics, reading/language arts, and science in the Spring of **[YEAR]**. This assessment is Montana's measure of student proficiency and progress on the state content standards in Grade 11. These standards establish goals for what all Grade 11 students should know and be able to do. This assessment has four multiple-choice tests, as well as the Writing portion, which measures examinees' writing skills—specifically, those writing skills emphasized in high school English classes and in entry-level college composition courses.

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, but when combined with grades, classroom activities, unit quizzes and tests, and district-level assessments, the statewide assessments can help provide a complete picture of your child's abilities over the course of the school year and path toward academic success on these content standards.

For help interpreting your child's report, visit the [Understanding Your ACT Scores](#) website designed for parents/families to understand the assessment results. Here are some highlights for this student report:

- Students receive separate scale scores for math, reading, English, and science. These four scores are averaged to produce the Composite Score.
- Students' overall performance on the English, reading, and writing tests produce the English language arts (ELA) score.
- Students receive a scale score for Writing, which is derived from the average scores on four writing domain scores; and a STEM score derived from the average of the math and science scores.

Student performance is reported by performance levels, that is, Level 1 through 4.		
Students who score a Level 3 or 4 are considered as performing at or above proficient on these standards.	Level 4	Student demonstrates advanced progress needed for success in future coursework.
	Level 3	Student demonstrates progress needed for success in future coursework.
Students who score a Level 1 or 2 are not considered as proficient on these standards.	Level 2	Student requires further development to meet proficiency.
	Level 1	Student needs substantial improvement to meet proficiency.

To see how our school is performing over time and compared to other schools in Montana, visit the state's longitudinal data warehouse (GEMS) at gems.opi.mt.gov. This crosswalk table will help understand how your child's ACT scores transfer to the Proficiency Levels reported by the OPI.

Montana's ACT with Writing Performance Levels	Novice	Nearing Proficiency	Proficient	Advanced
	Level 1	Level 2	Level 3	Level 4
Math	Less than 17	17	22	26
Reading/Language Arts	Less than 16	16	19	24
Science	Less than 17	17	23	28

(Insert School Signature here)

(Insert School contact information here)