**DO NOT SCORE LETTER**

[Campus Administrator]

 Re: [Student Name]

 [Date of STAAR Exam] STAAR Administration – [Subject of STAAR Exam]

Dear \_\_\_\_\_\_\_\_:

I previously informed you that I was exercising my parental rights under the Texas Education Code Ch. 26 and the U.S. Constitution to remove my [son/daughter/children] from participation in the assessment instruments created by the TEA for purposes of conducting a standardized assessment of academic readiness. My child is assessed by classroom tests and final examinations, and I have complete confidence in the faculty of [Name of School] School to appropriately evaluate my daughter using those individualized testing instruments.

You have informed me that if my [son/daughter/children] is present in school, [he/she] will be “subject to” STAAR assessment and if [he/she] refuses to complete the assessment, [his/her] assessment instrument will be marked S for Score, and thereafter processed and entered into [his/her] records based on the blank answer form.

I understand that [Name of School District] ISD is required by the TEA to mark [his/her] assessment instrument as S. Since this code generates a score and produces data indicating a student was actually assessed, I believe that the use of the “S” code constitutes the falsification of a government record (*see* Tex. Penal Code § 37.10 (1)), which constitutes a third degree felony if the document in question is a school record. I expect that the school district will accurately record the circumstances surrounded my child’s refusal to participate in the state assessment system. Further pursuant to FERPA, I demand that any Score Reports generated from the submission of the S code indicating that my child actually participated in this assessment be removed from my child’s records or corrected to indicate that my child refused participation.

If you have any questions regarding this matter, please respond in writing to me at this address: [E-mail or mailing address].

Sincerely,

[Parent Name]

cc: Texas Education Agency, Student Assessment Division