

Sample Good Cause Exemption Letter from Parents to Superintendent

Dear Superintendent:

I have received a letter from the state of Michigan informing me that my child will be retained in grade three for the upcoming school year. I am formally requesting that you consider the following Good Cause Exemption qualifications on behalf of my child:

- My child has an IEP.
- My child has a 504 plan.
- My child is limited English Proficient.
- My child received intensive reading intervention for two or more years but still demonstrates a reading deficiency and was previously retained in Kindergarten, grade one, grade two or grade three.
- My child has been enrolled in the district for fewer than two years and there is evidence that my child was not provided with an appropriate Individual Reading Improvement Plan (IRIP).
- My child has demonstrated proficiency in math on a state assessment and has demonstrated proficiency in science and social studies as shown through a pupil portfolio as determined by the teacher who provided the grade three instruction to my child.

Thank you for your commitment to my child's education. If any additional documents are required, please contact me.

Sincerely,

Parent