



MANCHESTER SCHOOL DISTRICT
SCHOOL ADMINISTRATIVE UNIT NO. 37
195 McGregor Street, Suite 201
Manchester, NH 03102
Telephone: 603.624.6300 • Fax: 603.624.6337

Bolgen Vargas, Ed.D.
Superintendent of Schools

David M. Ryan
Assistant Superintendent
Curriculum & Instruction

Christine D. Martin, Ed.D.
Assistant Superintendent
Elementary Education

Karen DeFrancis
Business Administrator

Pamela D. Hogan
Director of Human Resources

May 2, 2017

Re: Parent Opt-out Information for NECAP Science Assessment

Dear Parent/Guardian:

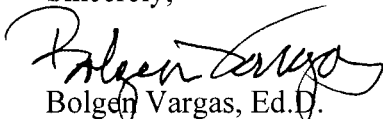
Pursuant to Manchester Board of School Committee policy, specifically **INSTRUCTION 150: State and District Assessment and Parental Opt Out**, we are writing to notify you that the Manchester School District, as required by state and federal law, will soon be administering the New England Common Assessment Program (NECAP) Science Assessment to students in grades 4, 8 and 11.

This assessment is scheduled to take place between May 1 and May 25, 2017, but will not have taken place until after you have had the opportunity to review this information and, if applicable, take appropriate action.

While the Manchester School District is prohibited from encouraging nonparticipation in this accountability process, rather than keeping your students home from school during the administration of testing, upon written or email notification by the parent/guardian to the school principal, the student will be relocated and provided and alternative programming during the applicable testing period.

There will be no penalty to parents or students who do not participate in the assessment. If you have any questions about the assessment or need more information, please contact your school's principal.

Sincerely,


Bolgen Vargas, Ed.D.
Superintendent of Schools

It is the policy of the Manchester Board of School Committee, in its actions, and those of its employees, that there shall be no discrimination on the basis of age, sex, race, color, marital status, physical or mental disability, religious creed, national origin or sexual orientation for employment in, or operation and administration of any program or activity in the Manchester School District. The Title IX Coordinator is Pamela Hogan; the 504 Coordinator is Dr. Jennifer Dolloff. Please see above for contact information.