November 21, 2025

Dear Parent/Guardian:

As a parent/guardian of a student in insert name of school I am writing this letter to let you know that CJ Greene, has been designated as a Comprehensive Support & Improvement Low-Graduation Rate (CSI-LG) school by the North Carolina State Board of Education. As stated in ESSA Section 1111(c)(4)(D)(i), North Carolina had to identify schools for comprehensive support and improvement. CSI-LG schools in North Carolina are high schools that have a 4-year cohort graduation rate of less than 66.7%. The intent of this opportunity is to improve educational outcomes for all students, close achievement gaps, increase equity, and improve the quality of instruction.

As a CSI-LG school, insert name of school is required to develop a comprehensive plan that specifically addresses how the school will improve student achievement. The plan will also include how our district will support us and monitor the progress of our school. The comprehensive plan will address the following areas:

- Classroom Management
- Standards-aligned Instruction
- Professional Learning Communities (PLCs)
- Instructional Leadership
- Recruitment & Retention of Effective Teachers
- Support for Grade-to-Grade Transitions
- Implementation of a Tiered Instructional System
- Data-Driven Decision Making
- Student Support Services
- Family and Community Engagement

We have set the following goals for insert name of school this year:

- [List SMART goals here]

Our students need to experience higher achievement levels, but it will require hard work on the part of staff, students and families. Here are some strategies insert name of school Center will be implementing:

- [List specifics strategies/action steps]

Parent engagement is at the heart of our school improvement efforts. Here are some ways you can help:

- Make sure that both you and your student are aware of academic expectations set for your student this school year. A list of learning objectives in student-friendly language is available from your student's teacher(s).
- Call Insert school contact person and phone number if you have questions or concerns about your student or to set up an appointment to meet with a school staff member who will be working with your student.
- Make sure that your student is prepared and attends school each day.
- Monitor your student's homework.
- Monitor the progress your student is making and attend meetings with your student's teacher(s).
- Keep track of our website and social media sites [insert links].
- Volunteer.
- Join the Insert name of Parent Teacher Association.

Sounds like a lot but preparing our students so that they can succeed is not easy and is a group effort. Here are some resources available to help:

- Graduation requirements: www.ncpublicschools.org/gradrequirements/
- K-12 standards in academic subjects: www.ncpublicschools.org/curriculum/
- State student achievement test results: www.ncpublicschools.org/accountability/
- N.C. School Report Cards: https://www.dpi.nc.gov/data-reports/school-report-cards

We're excited about this school year and are working to make it a success for your student. Already, we have:

- [List any quick wins, school fix-ups, or new changes already in progress]

If you have questions about the content of this letter, please contact [name] at [email address] or [phone number].

Sincerely,

SIGNATURE

[Insert Principal's Name]