

Dear Parents and Guardians:

Recently you were asked to tell us whether your child meets the definition of “immigrant children and youth.” The Connecticut State Department of Education (CSDE) asked us to collect this information.

The CSDE has now asked us to provide you with the additional information below to explain this request.

**Reason for the Request.** The CSDE administers a federal grant which provides funding to school districts for important educational services and support to recent immigrant students.

A school district is eligible for the grant if it experiences a substantial increase in the number of immigrant children and youth in the district. Under federal law, the number of children who meet the definition of “immigrant children and youth” determines the amount of the grant.

**How this Information is Used.** CSDE uses this information only for determining whether a school district is eligible to receive the federal grant and the amount of the grant.

**No Effect on Your Child’s Enrollment in School.** Your child is entitled to attend school whether you answer or do not answer this request. If you choose to answer or already answered, your answer will not affect your child’s entitlement to attend school.

**Your response is confidential.** Your written response is protected information under the Family Educational Rights and Privacy Act (FERPA) and will be treated as confidential. It will not be disclosed to the public or other governmental agencies unless you give your written consent or we receive a subpoena or an order from a court requiring us to disclose it.

**There is no Penalty for Not Responding.** You are not required to respond and if you choose not to respond, there is no penalty and your child will still be able to attend school.

If you have any questions for the school district, please contact \_\_\_\_\_. If you have any questions for the State, please contact the CSDE Division of Legal and Governmental Affairs at (860) 713-6520.

Sincerely,