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Emily Greiber

Director of Data, Assessment & Continuous Improvement

Date: April 2016

Subject: ACT WorkKeys Results

Dear Parent or Guardian:

As partners in your son or daughter's education, it is important to ensure that they are prepared for each step along their educational journey. One way to determine student preparedness is through assessment. In accordance to the state mandated assessment schedule for the 2015-16 school year, the School District of Elmbrook recently administered the ACT WorkKeys assessment to all students in grade eleven. This assessment followed the administration of the state mandated ACT for which results have been mailed directly to your home.

Enclosed you will find your son or daughter's ACT WorkKeys Skill Report. This report reflects levels of performance in the three following areas: Applied Mathematics, Locating Information, and Reading for Information. This skill report provides results on the three areas of assessment as well as information for further development in each area. ACT's National Career Readiness Certificate (NCRC) is a portable credential that demonstrates achievement and a certain level of workplace employability skills in Applied Mathematics, and Locating Information, and Reading for Information. Students who score at least a level score of 3 for each test may qualify for the NCRC which can be obtained through the www.MyWorkKeys.com website.

The ACT WorkKeys is an applied skills assessments system that ACT created to measure "real world" skills that employers believe are critical to job success. Test questions are based on situations in the everyday work world.

We hope you find the ACT WorkKeys Skill Report informative. If you have questions or would like additional information about ACT WorkKeys, please visit their website at <http://www.act.org/products/workforce-act-workkeys/> or contact your child's school counselor or building principal.

Regards,

A handwritten signature in black ink that reads "Emily Greiber". The signature is written in a cursive, flowing style.

Emily Greiber