

Dear Parents,

Enclosed, please find a paragraph that your child wrote in class without preparation or instruction. You will see that I graded the assignment, but the grade will **not count**. This week, we will go over this paragraph, look at an exemplar, and review the elements of a paragraph that students learned last year. Then, the students will rewrite their paragraphs. After the content review, the students' grades will jump because they gained greater clarity on the methods of crafting a paragraph. They will also learn the value of the editing and revising process.

To help your child continue to think analytically about the information we reviewed in class, I am asking you to carry on the conversation about revising first drafts at home. Please look over this paragraph with your child and ask him or her the following questions:

1. What are some areas you need to work on?
2. What is something you did well?
3. What will you do differently in your rewrite?
4. What did you learn about your paragraph?

After the conversation, ask your child to write down one goal regarding his or her rewrite. The goal should be manageable and specific. Avoid goals like "My paragraph will include no grammatical errors," because this assignment focuses on different types of goals.

Instead, use the rubric to generate goals. Here are a few examples of effective goals: "I will use at least two transition words in my paragraph," "Each example for each trait will include one sentence of contextual information," or "My topic sentence will list both traits and the title of the story."

Goal:

Thank you for helping to carry on the conversation! I greatly appreciate your support and assistance.

Please sign below so that I know that you have seen the draft paragraph and set a goal with your child.

Parent signature for draft 1:

Student signature for draft 1:

Parent signature for revision:

Student signature for revision:

Sincerely,
Pooja Patel