samegoal

Standard Letters

The TEA has a list of Standardized LPAC Letters to use when communicating with parents. The TEA also maintains official, translated versions of all the letters.

Display state translated letters

Districts on the Pro edition of SameGoal may now display these “state translated letters” from directly within a document.

Steps *To display a state translated letter:*

1. While in a document, click on the translation icon [文A] in the toolbar.
2. Select the desired language.
    - NOTE: You do not need to enter a translator email.
3. Click **Display Form Translation**.

Standardized letters

The standardized letters include the following:

- Home Language Survey
- Parental Notification of Initial Identification and Approval of Placement - Transitional Bilingual
- Parental Notification of Initial Identification and Approval of Placement - DLI
- Parental Notification of Initial Identification and Approval of Placement - ESL
- Parental Denial - Bilingual (rev 11/24)
- Parental Denial - ESL (rev 11/24)
- Parental Approval for Continuation of Language Program Services
- Parental Notification of Reclassification and Approval of Exit - Transitional Bilingual (rev 11/23)
- Parental Notification of Reclassification and Approval of Exit - DLI (rev 11/23)
- Parental Notification of Reclassification and Approval of Exit - ESL (rev 11/23)
- Parental Notification of Reclassification and Approval of Exit - Parental Denial