**Districts to Schools**

Dear \_\_\_\_\_\_\_\_\_\_\_\_\_:

The Colorado Department of Education (CDE) has selected our district to participate in the pilot of a survey to measure family-school-community partnership outreach. The purpose of this pilot is to test the validity and reliability of the survey. The questionnaire requires no personally identifying information and your participation is voluntary.

Upon completion of the pilot, the survey will be available as a resource for schools and districts. If you choose to participate, CDE will send the survey in the beginning of December. The completed surveys will be returned to CDE by the end of February. You may decide a two or three week window between December and February to administer the survey.

If your school has over 50% participation on the personnel survey and a minimum of 30 respondents or 30% of the student count on the family survey, CDE will analyze the data which will in turn help us to improve family-school-community partnership for improving student outcomes.

We hope that your school will choose to participate in this pilot. If you have any questions, you may contact \_\_\_\_\_\_\_\_.

Sincerely,

DISTRICT CONTACT