



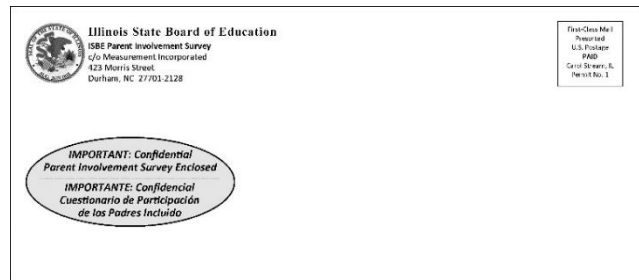
Dear Administrator:

The Illinois State Board of Education (ISBE) surveys a representative sample of parents of students with disabilities from March through June each year to determine how well schools throughout the state are involving parents in their children’s’ educations. The survey results are a required component of ISBE’s Annual Performance Report to the U.S. Department of Education Office of Special Education Programs. Local Education Agencies are selected based on a six-year cycle, except for the City of Chicago School District 299, which is included every year. All districts will have access to the results for the state as a whole. Each participating district with 10 or more survey responses will be provided a report of its individual district results.

Your district is included in the survey sample this year. Parents of students with disabilities will receive a survey in the mail by the end of March from Measurement Inc., the current contractor administering this survey. An example of the ISBE Parent Survey, as well as other supporting information, can be found on the ISBE [Special Education Indicator 8: Parent Involvement webpage](#).

A strong survey response will help ISBE and districts improve family-school partnerships in special education. If the response rate is significant, the results can be a component of the required comprehensive needs assessment for districts and the new Consolidated District Plan.

In general, a low response rate yields poor results. As such, please encourage parents of students with disabilities to complete this survey to ensure an accurate and representative reflection of the good work being done by the district. Please notify parents of children who receive special education services that they may receive a survey in an envelope that looks like the one pictured here.



Parents may complete the paper survey and return it by mail or complete the [online survey](#). Please encourage parents who receive a survey to complete it as soon as possible. A promotional flyer is attached for use by the district or cooperative. Additionally, below are some ideas that may help encourage parents to complete the survey:

- Utilize teachers, counselors, and special education staff to promote the survey.
- Provide a computer for parents to use to complete the survey.
- Offer incentives for survey completion.
- Send out reminders to parent of students with disabilities via text and/or email listservs.
- Post the link to the survey on the school website so that parents can more easily access and complete the survey.
- Promote survey completion at parent/teacher conferences and Individualized Education Program meetings.

Parents who receive a survey may have some questions, need additional information or clarification, or need to recover a missing Survey ID (necessary to complete the survey). They may contact Measurement Inc. at [ISBEParentSurvey@MeasInc.com](mailto:ISBEParentSurvey@MeasInc.com) or toll-free at (877) 249-1340, ext. 310 or 320, for support in English and Spanish. ISBE would like to thank you for your help with promoting the completion of this survey.