

**August 2007 PARENT/GUARDIAN NOTIFICATION LETTER**

NOTE: Please circle: “your child **may be/has been** randomly selected to take the assessment.”

(School Letterhead)

Dear Parent or Guardian:

We are pleased to tell you that our school has been selected to represent schools across the Nation by participating in the National Assessment of Educational Progress (NAEP). NAEP is given by the U.S. Department of Education and tells us what American students know and can do in key subject areas. It is the only ongoing nationally representative assessment that provides this valuable information.

NAEP has been given in schools nationwide for more than 30 years. You may have taken the assessment yourself when you were in school. The results are published in a report called *The Nation's Report Card* which provides reliable student achievement information to educators, parents, and other citizens.

In our school, the NAEP assessment will be given on \_\_\_\_\_ in (reading, mathematics, science, the arts—*select appropriate subject{s}*). Some of the science assessment activities will be presented on computers. Your child (may be/has been) selected to take the assessment. In addition to subject area questions, students will be asked some background questions such as how often they use computers and what types of classes they take.

It will take approximately 90 minutes for students to complete NAEP. The results are completely confidential, and your child's grades will not be affected. Your child may be excused from participation for any reason, is not required to finish the assessment, and may omit any test question. While NAEP is voluntary, we depend on student participation to collect information on student achievement that will inform improvements in education. **Your child will represent many other students, so participation is very important.** However, if you do not want your child to participate, please notify me in writing by (insert date).

There is no need to study in preparation for NAEP. We do ask parents to encourage their children's best efforts and to have them get plenty of rest the night before the assessment.

If you would like to have additional information about NAEP, please visit the web site at: <http://nces.ed.gov/nationsreportcard>. If you have questions or would like to review a booklet that includes the background questions and sample assessment questions, please contact me at (insert telephone number) or via email at (insert email address).

We are excited that our school will be participating in NAEP, and we are pleased that your child (may be/has been) selected. **We know that (school name)'s students will help us to show what American students know and can do!**

Sincerely,

School Principal