

July 13, 2012

Dear Mr. Smith:

We would like to enlist your help. In an effort to increase school to home communication. We are in the process of evaluating all of our current systems. With that said, we would like to ask for your participation in this data collection with a brief parent survey.

The purpose of the survey is to gather information in order to improve communication coming from school to home and home to school. Specifically, the survey the survey will guide us as we make decision about school communicating information about programs and the overall progress of children at the elementary level.

Included in this packet are the contents of the survey. You will also find a self-addressed stamped envelope. Please return this survey at your earliest convenience.

The survey should only take about 15-20 minutes of your time. Your answers are anonymous; do not put your name on the survey. All answers will be kept confidential. Only group results will be presented or documented, not individual answers.

We appreciate your cooperation in our data collection efforts. Improving communication about programs and over student progress at our school is our top priority. We look forward to sharing our findings with the broader school community as we work together to approve communication across the board.

Thank you for your time and consideration

Demographic Survey Questions

1. What is your relationship to the student (s)? (choose one)

1. Mother
2. Father
3. Legal guardian
4. Other-please specify _____

2. What best describes your family structure?

1. Two parents/legal guardians household
2. One parent/legal guardian household
3. Two parents/legal guardians in separate households

3. What are your child(ren)'s grade level(s) in the district?

1. Elementary School- How many? _____
2. Middle School- How many? _____
3. High School- How many? _____

4. Is the primary language in your household English?

1. Yes
2. No

If no, please specify what language _____

5. Household Income- What is your total household income?

1. Less than \$10,000
2. Less than \$50,000
3. Less than \$100,000
4. Less than \$150,000
5. \$150,000 or more

6. Do you have a computer at home?

1. Yes
2. No

7. How often do you check your email?

1. At least once a day
2. 2-3 times a week
3. Once a week
4. I do not have an email address

Survey Questions-Home to School

1. How often do you communicate with AAA school through:

	Daily	Weekly	Monthly	Quarterly	Less than Quarterly
Phone					
Email					
Written					
F 2 F					
Texting					
Social Media					
Other (Specify)					

2. I feel that the school is doing an adequate job in communicating my child's over all academic progress
3. I feel that the school is doing an adequate job in communicating my child's over all Social and emotional progress
4. I feel positive of my school's forms of communication.
5. I feel satisfied with the school's response time to my communications.
6. I use School parent portal to track my child's academic progress.
7. Open Ended? What suggestions do you have to improve your ability to communicate with the school.

Survey Questions-School to Home

1. **My school effectively communicates information regarding school programs.**
 1. Strongly Disagree
 2. Disagree
 3. Partially Agree
 4. Agree
 5. Strongly Agree

2. **Which of the following forms of communication do you most utilize to learn of school programs?**
 1. School Mailings
 2. Principal Newsletter
 3. Teacher Newsletter
 4. PTA Meetings
 5. School Website
 6. School Calendar
 7. District Website
 8. Parent Portal
 9. Email Notification
 10. Telephone

3. **My child's teacher effectively communicates my child's academic progress?**
 1. Strongly Disagree
 2. Disagree
 3. Partially Disagree
 4. Agree
 5. Strongly Agree

4. **How does your child's classroom teacher communicate your child's academic progress?
(Check all that apply)**
 1. Telephone Contact
 2. Parent-Teacher Conferences
 3. Letter
 4. Progress Reports
 5. Report Card
 6. Parent Portal
 7. Email Notification

Survey Questions Continued-School to Home

5. **Teachers and administrators respond to my inquiries in a timely manner.**

1. Strongly Disagree
2. Disagree
3. Partially Disagree
4. Agree
5. Strongly Agree

6. **Rank the below forms of communication, in order of preference.**

(7– Most Preferred – 1 Least Preferred)

- _____ Telephone Contact
- _____ Parent-Teacher Conferences
- _____ Letter
- _____ Progress Reports
- _____ Report Card
- _____ Parent Portal
- _____ Email Notification