Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Dear Family,**As you may remember, this fall we asked you to take a family survey to give you the opportunity to tell us what our school is doing well and what we can do better. Your participation in that survey gave us valuable information that we have as a staff been working on addressing. We appreciated hearing from you that you think we are doing well in the areas of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. We also are paying attention to areas where you have said that we can improve, such as ­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Our School Action Plan includes: *[Briefly describe some important steps in your Action Plan.]* Some of the changes you may have seen include: *[Briefly describe some of the steps that have already been taken as a part of your Action Plan.]*

We are asking that you once again take the survey so that we can measure any change that has taken place in your perspective since the beginning of the year. Your voice remains an important part of our school improvement efforts, and we remain committed to hearing your opinion and feedback as very important members of our school community.

All the information you provide will be kept confidential; only summaries of responses will be reported. Your survey responses cannot be linked to you or information about you in any way. Your participation in this study is voluntary. Your willingness or unwillingness to participate will not affect your child’s grade. The survey may be taken in English or Spanish. If you have questions or concerns about the survey, please ask me directly or drop me a note.

Please take a moment to answer the questions honestly and completely. Again, all responses are confidential and anonymous. Your thoughtful answers will help us to form a picture of any change that is occurring as a result of our work.

Thank you for your participation. A summary report of the results will be made available to the school community.

Sincerely,

Principal School Name

**Family Survey**

Dear Families,   
The best way to make sure that every student in our school succeeds is to build a strong partnership between families, the school, and the community. The survey below gives you the opportunity to tell us what our school is doing well to support this partnership and what we can do better. If you would like to help tally and analyze the results or participate in the action team, please let us know.

*- The Action Team*

**PLEASE RATE THE FOLLOWING ACCORDING TO WHAT IS TRUE ABOUT YOUR SCHOOL MOST OF THE TIME:**

|  |  |  |  |
| --- | --- | --- | --- |
| **WELCOME ALL FAMILIES** | **FREQUENTLY** | **SOMETIMES** | **NEVER** |
| When I walk into the school, I feel the school is inviting and that this is a place where families “belong.” |  |  |  |
| The school’s policies and programs reflect, respect, and value the diversity of the families in the community. |  |  |  |
| Students at the school are treated fairly no matter what their race, gender, or cultural background. |  |  |  |
| I feel welcome at family group meetings. |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **COMMUNICATE EFFECTIVELY** | **FREQUENTLY** | **SOMETIMES** | **NEVER** |
| The school keeps all families informed about important issues and events. |  |  |  |
| The school makes it easy for families to communicate with teachers to ask questions or share concerns |  |  |  |
| The school communicates with families in multiple ways (e.g., e-mail, phone, text messaging, website). |  |  |  |
| I can talk to the school principal when I need to. |  |  |  |
| My child’s teacher communicates with me on a regular basis. |  |  |  |
| It’s easy to get a translator if I need one. |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **SUPPORT STUDENT SUCCESS** | **FREQUENTLY** | **SOMETIMES** | **NEVER** |
| My child’s teacher keeps me well informed about how my child is doing in school. |  |  |  |
| My child’s teacher explains the academic standards my child is supposed to meet and how learning is linked to those standards. |  |  |  |
| My child’s teacher and the school give me useful information about how to improve my child’s progress. |  |  |  |
| My child is challenged to do their best. |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **SPEAK UP FOR EVERY CHILD** | **FREQUENTLY** | **SOMETIMES** | **NEVER** |
| If the school can’t help me, they will connect me to someone who can help without judgement. |  |  |  |
| I understand the rules and requirements for student dress, language, and behavior. |  |  |  |
| The school keeps me informed of my rights under federal and state laws and policies and helps me exercise those rights as needed. |  |  |  |
| I feel empowered to advocate for my own child’s and other children’s success in school. |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **SPEAK UP FOR EVERY CHILD** | **FREQUENTLY** | **SOMETIMES** | **NEVER** |
| If the school can’t help me, they will connect me to someone who can help without judgement. |  |  |  |
| I understand the rules and requirements for student dress, language, and behavior. |  |  |  |
| The school keeps me informed of my rights under federal and state laws and policies and helps me exercise those rights as needed. |  |  |  |
| I feel empowered to advocate for my own child’s and other children’s success in school. |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **SHARE POWER** | **FREQUENTLY** | **SOMETIMES** | **NEVER** |
| The school offers me opportunities to provide input before making important decisions. (e.g., changes in curriculum, school policies, dress code). |  |  |  |
| Families, students, and the community actively engage in the education process at all levels by participating in councils or comm8ittees, family recruitment activities, and planning and improving school programs. |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **COLLABORATE WITH COMMUNITY** | **FREQUENTLY** | **SOMETIMES** | **NEVER** |
| The school connects families and staff to expanded learning opportunities, community services, and community initiatives (e.g., inviting elders and artisans for multigenerational and community learnings) |  |  |  |

**I am interested in participating on the Action Team:**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The next Action Team meeting will take place on: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_