



Oak Park Elementary School District 97

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Dear Middle School Parents/Guardians:

District 97 will be administering the Illinois 5Essentials Survey again this year to certified staff and parents/guardians from all 10 of our schools, as well as students in grades six through eight.

The online survey was developed by the University of Chicago's Consortium on Chicago School Research and is derived from the Five Essentials for School Success, which is an evidence-based framework that identifies five factors that can lead to important student outcomes such as improved attendance and significant gains in test scores. These five factors/essentials are:

- Effective Leaders
- Collaborative Teachers
- Involved Families
- Supportive Environment
- Ambitious Instruction

Below is information about how the survey will be administered to our middle school students and parents/guardians.

Illinois 5Essentials Student Survey

The student survey is being administered to children in grades six through 12 throughout Illinois. School-level reports will only be generated for our district if at least 50 percent of the students and/or staff at Brooks and Julian respond to the survey. In order to successfully meet this requirement, both middle schools will be setting aside time the week of December 19 for students to take the survey with minimal disruption to instruction. We anticipate the survey will take approximately 20 minutes to complete.

In order to participate in this process, students will need to log in to the survey using their student ID and birth date. However, their participation is optional and their identities will be kept completely confidential. Teachers and administrators will never see individual responses to survey questions. They will only have access to summary level responses, such as the percentage of students who agree that homework assignments help them learn the course material.

We also want to make you aware that under the Protection of Pupil Rights Act, 20 U.S.C. Section 1232(c) (1) (A), you have the right to review a copy of the questions your child will be asked. Survey questions can be found on the Illinois 5Essentials website, which can be accessed by visiting <https://illinois.5-essentials.org/2016/>.

If you **DO NOT** want your son or daughter to participate in this activity, please fill out the attached opt-out form and ask your child to return it to the front office of his/her school no later than Wednesday, December 14, 2016.

Illinois 5Essentials Parent Survey

The parent survey will take approximately 10 minutes to complete. You may skip questions you do not wish to answer, but the survey must be completed in one sitting and cannot be retrieved once it is submitted. If you have more than one child enrolled in a building (i.e., two students who attend the same school), you have the option of completing multiple surveys for that building. In addition, if you have children enrolled in multiple schools

(i.e., a District 97 elementary school and middle school), you may participate in the survey for each school. However, only one parent/guardian per household may fill out the survey.

As with the student and teacher surveys, your identity will be kept completely confidential and your responses will not be linked to you. In addition, school-level reports will only be generated if at least 20 percent of our parents/guardians complete the survey, which can be accessed until Monday, January 16, 2017 by visiting <https://survey.5-essentials.org/Illinois/>. This percentage will be based on the total number of students enrolled at each school.

If we successfully meet this requirement, we will receive our reports in March 2017. The results will also be made available to the public via the Illinois School Report Cards, which will be released in the fall.

You can access general information about the Illinois 5Essentials Survey by visiting <https://illinois.5-essentials.org/2016/>.

Thank you for participating in this important endeavor, and for your continued support of our schools and the children we serve.

ILLINOIS 5ESSENTIALS SURVEY OPT-OUT

If you DO NOT want your child(ren) to participate in the Illinois 5Essentials Survey, please fill out and sign the following form and return it to the front office of his/her/their school.

The deadline to return this form is WEDNESDAY, DECEMBER 14, 2016.

PLEASE PRINT:

Child's Name	Grade	Teacher

My child(ren) will NOT take part in the Illinois 5Essentials Survey: Organizing Schools for Improvement.

SIGNATURE OF PARENT OR GUARDIAN

DATE