



**MAHWAH BOARD OF EDUCATION**

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December 2, 2022

Dear Parents and Guardians,

We continue to seek all community members' input towards making our Mahwah Schools the best that they can be for all students.

The attached surveys are what will be given at school to students in grades K-5 and grades 6-12, and the accompanying parent/community survey to be completed by adults prior to the due date. This survey will be administered to students at the school day **during the week of December 12, 2022.**

Our equity consultants heard from families and adults at our Town Hall meetings, most recently, in October.

...and now is the time for our students' and parents' voices to be heard! In school, a link will be shared with students to complete this survey about their experiences in our schools. A copy of both student surveys are attached to this e-mail for you to review. Information from these surveys will be used by our consultants to make recommendations that reflect the voices of all members of our school community, inclusive of our parents and our students.

After the survey is completed, students may also have the opportunity to meet with the consultants from US<sup>2</sup> when they visit our schools in January.

We understand that some families may not want their child to complete the survey. If you do not want your child to participate in the survey, then please send an e-mail directly to your child's building principal **by 5:00 p.m. on Thursday, December 8.** In that email, please be sure to state your child's name and you do not have to submit any type of justification for refusal.

To further understand this process, during our consultant's on-site visit, students' classes may be observed, and there may also be a time during which US<sup>2</sup>'s trained personnel engage in conversation with students. US<sup>2</sup> will be speaking to students about their experiences in school and in the district. Through consultation with the administration, US<sup>2</sup> will be guided to schedule minimal interruption to any academic program.

You can also decide that your child will not participate in the in-school meetings with our consultant. In order to opt-out of the in-school meeting, please email your school principal and share that information with him or her **by 5:00 p.m. on Friday, January 6, 2023**. In that email, please be sure to state your child's name and you do not have to submit any type of justification for refusal.

We understand that your experience as a parent may vary from school to school. Therefore, parents with multiple students enrolled in the district are invited to complete one survey per school in which their children are attending. For example, if you are a family who has a child attending an elementary school, our middle school, and the high school, each parent may complete a separate survey for each school in which your child is enrolled. E-mail addresses are collected to ensure duplicate submissions are not counted more than once. No identities or responses will be disclosed to district employees.

We believe that these opportunities, including the attached survey, focus group participation, and on-site observing/inquiry within our school buildings will forge the best representation of our day-to-day experiences within the district and, thus, yield the most reliable data that will be used to make recommendations for our district's future consideration.

Below is a timeline that can be used at-a-glance:

- **December 2, 2022:** Survey review e-mailed to parents
- **December 8, 2022:** Survey refusal e-mail due date
- **Week of December 12, 2022:** Survey administered to students
- **December 15, 2022:** [Focus group interest](#) sign up due
- **December 20, 2022:** Survey from community due to US<sup>2</sup>
- **January 6, 2023:** On-site refusal e-mail due date
- **Week of January 16, 2023:** On-site schools visit from US<sup>2</sup>
- **Week of January 16, 2023:** In-person focus group meetings

As we proceed through the equity audit, please know that all related information can be found [on a designated space on our district website](#). This space will be updated with communications, presentations, and the surveys will also be posted for public view.

If you should have any additional questions, please contact your building principal.

Regards,

The Mahwah Administrative Team