



Dear DAATA Research Volunteer,

Thank you for agreeing to participate. We believe this study is very important and appreciate your willingness to help us improve assessment of students with significant cognitive disabilities. In this letter, we provide a brief focus of this study, a description of the process, and then describe the general logistics.

**Focus:**

To measure students in different ways in mathematics, both collecting evidence from the classroom and administering a performance task to determine how well they relate to each other. To help us understand the population of students, we also gather other information: the Individualized Educational Program (IEP) with description of mathematics goals, a Language Perception Survey, an Instructional Program and Observation Form of the student in the classroom, and student Work Samples in mathematics.

**Process:**

We have attached a checklist of activities and we ask you to please follow in the order listed.

1. It is very important that you complete these activities in order. For example, we must have the signed informed consents (teacher and parent) before collecting classroom information.
2. Next, we ask you to collect classroom information: Individualized Educational Program (IEP) with mathematics goals, a Language Perception Survey, an Instructional Program and Observation Form of the student in the classroom, and student Work Samples in mathematics.
3. All this must be completed before we can send you the Mathematics and Reading Performance Assessments.

**Logistics:**

We will fund you \$100 per student to serve as an honorarium for taking the time (which we estimate at about 2 hours) and \$25 to pay for envelopes and postage (which should cost considerably less). For one student, you will receive \$125. For two students, you will receive \$225, and so on.

Following are the major timelines:

All of the materials will be sent to you as email attachments by the **middle of April**.

We need to have all the classroom materials from you by the **end of April or beginning of May**.

We will send the Mathematics and Reading Performance Assessments to you by **May 1**.

We expect both completed performance results from you before the **end of May**.

After you send the results of the Mathematics and Reading Performance Assessments and complete the Participation Evaluation Survey, we will process the check for your participation.

Thank you for your help on this very important study. When we finish compiling the results we will send you a copy of the report.

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