Summer Reading Program Study

OMB Clearance Request—Appendix B

Supporting Materials

February 2009

Prepared For:

Institute of Education Sciences

United States Department of Education

Contract No. ED‑06‑CO‑0017

Prepared By:

Regional Educational Laboratory—Southwest

Edvance Research, Inc.

9901 IH‑10 West, Suite 700

San Antonio, Texas 78230

(210) 558‑1902

(210) 558‑1075 (fax)

DATE

Name, Title

District Name

Street Address

City, State Zip Code

Dear Dr. XXX,

The Regional Education Laboratory – Southwest (REL Southwest) run by Edvance Research, under the Institute of Education Sciences of the U.S. Department of Education, is embarking on an exciting new research study. We are currently in the process of recruiting districts to participate in a **2009 Voluntary Summer Reading Program (SRP) study for low-income, struggling readers** between their 3rd and 4th grade years. Participation in this program is **absolutely free** for qualified districts.

Potential benefits of the SRP include the following:

* Opportunity for students to **offset summer learning loss**
* Opportunity to **increase students’ reading comprehension**
* **Eight free books** provided to each participating student
* **Research evidence** based on student performance
* Publicity and recognition for district as an **elite research partner**

Enclosed is a 1-page flyer that provides more details about our SRP. Also, feel free to log on to our website at <http://www.edvanceresearch.com/> and click on “Research Partnerships/Opportunities” on the left side of the page to learn more about this program and REL Southwest.

I would very much appreciate an opportunity to talk with you about this study to discuss the benefits of your district’s possible participation in this SRP. Participation is limited, so if you are interested, please contact me at (210) 558-4122 or llogan@edvanceresearch.com so that we can further discuss the SRP, determine your district’s eligibility, and reserve your spot in this important program.

Best regards,

Laural Logan-Fain, Ph.D.

Market Research Director/Recruitment

REL Southwest at Edvance Research, Inc.

9901 IH-10 West, Suite 700

San Antonio, TX 78230-2252

(210) 558-4122

Responses to this data collection will be used only for statistical purposes. The reports prepared for this study will summarize findings across the sample and will not associate responses with a specific district or individual. We will not provide information that identifies you or your district to anyone outside the study team,

except as required by law.

DATE

Laural Logan-Fain, Ph.D.

Director of Market Research/Manager of Recruitment

REL Southwest at Edvance Research

9901 IH-10 West, Suite 700

San Antonio, TX 78230

Dear Dr. Logan-Fain,

Formal permission is granted to REL Southwest at Edvance Research to conduct the following study in XXX Independent School District for the 2009/10 school year: *Summer Reading Program for Low-Income Students* (SRP)*.*

We look forward to working with REL Southwest on this significant research initiative. The following xx schools will be participating in this project:

School Name School Name

School Name School Name

School Name School Name

School Name School Name

Our district liaison throughout the duration of the study will be DISTRICT CONTACT NAME & TITLE. DISTRICT CONTACT NAME can be reached at (000) 000-0000 or by email at administratorXX@DISTRICTISD.org.

Sincerely,

DISTRICT CONTACT NAME

TITLE

DISTRICT NAME

STREET

CITY, STATE, ZIP

Responses to this data collection will be used only for statistical purposes. The reports prepared for this study will summarize findings across the sample and will not associate responses with a specific district or individual. We will not provide information that identifies you or your district to anyone outside the study team, except as required by law.

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