

Cassandra Meagher
Survey Director

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MATHEMATICA
Policy Research

1100 1st Street, NE, 12th Floor
Washington, DC 20002-4221
Telephone (202) 484-9220
Fax (202) 863-1763
www.mathematica-mpr.com
(202) 250-3599

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LETTER TO:

FROM:

DATE:

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Q-DOT-95

October x, 2013

Dear [TEACHER]:

Your classroom has been chosen to take part in a pilot study investigating the associations among Quality Ratings Improvement System (QRIS) ratings, quality-related features, and measures of observed quality for early care and education settings. This study will include classroom observations and a self-administered paper survey for teachers. The U.S. Department of Health and Human Services, Administration for Children and Families (ACF), Office of Planning, Research and Evaluation (OPRE) is sponsoring this important study. Mathematica Policy Research, an independent research company, is conducting the survey to assist ACF in improving its support of child care centers and teachers like you. We look forward to working with you and your classroom this spring.

Your center director has generously agreed to have your center participate in this study. Our staff will conduct one classroom observation in your classroom, which will last approximately three hours. Our carefully trained staff will be mindful not to disrupt your class. Included in this mailing is a survey that we would like you to complete as part of your classroom's participation in the study. It contains questions on your employment and educational background, classroom characteristics, classroom curriculum, and your experiences in early child care and education.

Once complete, you can either mail it back to Mathematica Policy Research in the enclosed business reply envelope or give it to the classroom observer when he or she arrives for the visit. To show our appreciation for your participation in this study, we will mail you a small gift valued at \$20 once we receive your completed survey. If you have any questions or concerns about your participation in this study, you may contact Caroline Lauver at (202) 250-3508.

Sincerely,