

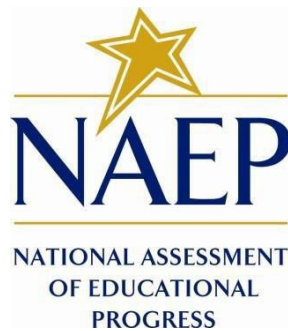
NATIONAL CENTER FOR EDUCATION STATISTICS
NATIONAL ASSESSMENT OF EDUCATIONAL PROGRESS

National Assessment of Education Progress (NAEP)2021

Appendix D2

NAEP 2021 Communications and Recruitment Materials

OMB# 1850-0928 v.20



June 2020

Appendix D2 has been updated with available (noted as NEW in the Table of Contents) communication and recruitment materials, including Spanish versions, for 2021. The final Spanish Parent Notification Letters will be updated and submitted to OMB in Amendment #2 by October 2020. The following areas may need to change from 2019 to 2021:

- Update year/date
- Update assessment window
- Update subjects and grades to be assessed
- Update calendar year and schedule
- Remove references to any activity different from 2019 activities (e.g. removing 2019 special studies)
- Potential changes to some of the accommodation descriptions
- Pending final design, update testing times, assessment length and assessment session details

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Appendix D2-1: NAEP 2021 Facts for Districts

NAEP 2021 Facts for Districts

Page One Sidebar

NAEP is an integral part of education in the United States.

- Elected officials, policymakers, and educators all use NAEP results to develop ways to improve education.
- NAEP is a congressionally mandated program administered by the National Center for Education Statistics, within the U.S. Department of Education and the Institute of Education Sciences.
- NAEP serves a different role than state assessments. While states have their own unique assessments with different content standards, the same NAEP assessment is administered in every state, providing a common measure of student achievement.
- Depending on the type of NAEP assessment that is administered, the data can be used to compare and understand the performance of demographic groups within your state, the nation, other states, and districts that participate in the Trial Urban District Assessment (TUDA). NAEP is not designed to collect or report results for individual students, classrooms, or schools.
- To provide a better understanding of educational experiences and factors that may be related to students' learning, students, teachers, and principals who participate in main NAEP are asked to complete survey questionnaires. There are no teacher or school questionnaires in the long-term trend assessment.

Page One Body

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- David Atherton, EdD, Principal, Clear Creek Middle School, Gresham, OR

What is NAEP?

The National Assessment of Educational Progress (NAEP) is the largest nationally representative and continuing assessment of what our nation's students know and can do in various subjects such as civics, mathematics, reading, and U.S. history. The results of NAEP are released as The Nation's Report Card.

What can districts expect?

District staff play an essential role in NAEP. Superintendents and district staff can work closely with principals to explain the importance of the assessment to teachers and participating students. When students take part in the assessment and give their best effort, NAEP results provide the most accurate measure possible of student achievement across the country.

In 2021, both NAEP grade-based assessments—referred to as main NAEP—and long-term assessments will be administered. Results will be released at the national, state, and TUDA levels for the mathematics and reading assessments at grades 4 and 8. National results will be released for the civics and U.S. history assessments at grade 8 and the long-term trend assessments in mathematics and reading at age 17. Each student will be assessed in only one subject.

NAEP representatives will bring all necessary materials and equipment to schools on assessment day, including tablets with keyboards. Schools will only need to provide space for students to take the assessment, desks or tables, and an adequate number of electrical outlets in the assessment location—schools will not need to provide internet access. The table below shows which subjects and student groups will be assessed in 2021.

The NAEP 2021 Program				
Age or Grade	Subject	Type of NAEP	Format	Assessment Window
Grade 4	Mathematics	Main NAEP	Tablet	January 25 to March 5, 2021
	Reading			
Grade 8	Civics			

	Mathematics			
	Reading			
	U.S. History			
Age 17	Mathematics	Long-Term Trend	Paper and Pencil	March 15 to May 21, 2021
	Reading			

For more information about NAEP, visit www.nces.ed.gov/nationsreportcard.

Page Two Body

NAEP was first administered in 1969 to measure student achievement nationally. In 1990, NAEP was administered at the state level for the first time. Students in grades 4 and 8 are currently assessed at the national and state levels in mathematics and reading every two years and in other subjects periodically. The NAEP TUDA program, which measures student achievement in some of the nation’s large urban districts, began in 2002. NAEP long-term trend assessments allow the performance of today’s students to be compared with students since the early 1970s and are administered periodically to 9-, 13-, and 17-year-olds.

Why is NAEP considered the gold standard? From the development of assessment frameworks and questions to the reporting of results, NAEP delivers high technical quality and represents the best thinking of assessment and content specialists, state education staff, and teachers from around the nation. NAEP is a trusted resource that measures student progress and helps inform policy decisions that improve education in the United States.

How are NAEP results reported? NAEP results are reported for different demographic groups rather than for individual students or schools. Within a school, just some of the student population participates, and student responses are combined with those from other participating students to produce the results.

How are schools and students selected for NAEP? A carefully designed sampling process ensures that NAEP-selected schools and students are representative of all schools and students across the United States. To ensure that the sample represents all students in the nation’s schools, a broad range of accommodations are allowed for students with disabilities and English language learners.

What can teachers and students expect? NAEP is designed to cause minimal disruption of classroom instruction. The total time away from the classroom will be approximately 2 hours for students participating in main NAEP and approximately 90 minutes for students participating in the long-term trend assessments. This includes transition time, directions and tutorials, and the completion of survey questions. Teachers do not need to prepare their students to take the assessment but should encourage them to do their best. NAEP representatives provide significant support to your district’s schools by working with the designated coordinator in each school to organize assessment activities.

How can educators use NAEP data to help students? NAEP items can be used as a helpful educational resource in the classroom. Teachers and district staff can use the NAEP Questions Tool (<http://nces.ed.gov/nationsreportcard/nqt>) to see how students’ performance compares nationally on specific items. Released NAEP items come with a scoring guide, sample student responses, and performance data.

Visit the NAEP website at <http://nces.ed.gov/nationsreportcard> to access this information and more.

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students’ education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about participants. Electronic submission of participant’s information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

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Appendix D2-2: NAEP 2021 Facts for Principals

NAEP 2021

Facts for Principals

Grades 4 and 8 Mathematics and Reading

Page One Sidebar

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- NAEP serves a different role than state assessments. While states have their own unique assessments with different content standards, the same NAEP assessment is administered in every state, providing a common measure of student achievement.
- Depending on the type of NAEP assessment that is administered, the data can be used to compare and understand the performance of demographic groups within your state, the nation, other states, and districts that participate in the Trial Urban District Assessment (TUDA). NAEP is not designed to collect or report results for individual students, classrooms, or schools.
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What can principals and schools expect?

NAEP is designed to be minimally disruptive to schools, and NAEP representatives will provide significant support to your school on assessment day. As principals, you make an important contribution to the program by selecting and empowering a NAEP school coordinator, meeting with teachers and participating students, and encouraging your students to participate and do their best. You are essential partners in NAEP. When students participate and give their best effort, NAEP results provide the most accurate measure possible of student achievement across the country.

In 2021, the NAEP mathematics and reading assessments will be administered on tablets to students at grades 4 and 8. Results will be released at the national, state, and TUDA levels. Each student will be assessed in only one subject. NAEP representatives will bring all necessary materials and equipment, including tablets with keyboards, to schools on assessment day. Schools will only need to provide space for students to take the assessment, desks or tables, and an adequate number of electrical outlets in the assessment location—schools will not need to provide internet access.

For more information about NAEP, visit www.nces.ed.gov/nationsreportcard.

Page Two Body

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Why is NAEP considered the gold standard? From the development of assessment frameworks and questions to the reporting of results, NAEP delivers high technical quality and represents the best thinking of assessment and content specialists, state education staff, and teachers from around the nation. NAEP is a trusted resource that measures student progress and helps inform policy decisions that improve education in the United States.

How are NAEP results reported? NAEP results are reported for different demographic groups rather than for individual students or schools. Within a school, just some of the student population participates, and student responses are combined with those from other participating students to produce the results.

How are schools and students selected for NAEP? A carefully designed sampling process ensures that NAEP-selected schools and students are representative of all schools and students in their district, state, and across the United States. To ensure that the sample represents all students in the nation's schools, a broad range of accommodations are allowed for students with disabilities and English language learners.

What can teachers and students expect? NAEP is designed to cause minimal disruption of classroom instruction. Including transition time, directions and tutorials, and completion of survey questions, it takes approximately 2 hours for students to complete the assessment. Teachers do not need to prepare their students to take the assessment but should encourage them to do their best. NAEP representatives provide significant support to your school by working with the designated coordinator in your school to organize assessment activities.

How can educators use NAEP data to help students? NAEP items can be used as a helpful educational resource in the classroom. Teachers and district staff can use the NAEP Questions Tool (<http://nces.ed.gov/nationsreportcard/nqt>) to see how students' performance compares nationally on specific items. Released NAEP items come with a scoring guide, sample student responses, and performance data.

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NAEP 2021
Facts for Principals
Grades 8 Civics and U.S. History

Sidebar Page One

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In 2021, the NAEP civics and U.S. history assessments will be administered on tablets to students at grade 8. Each student will be assessed in one subject only. Civics and U.S. history results will be released at the national level. NAEP representatives will bring all necessary materials and equipment, including tablets with keyboards, to schools on assessment day. Schools will only need to provide space for students to take the assessment, desks or tables, and an adequate number of electrical outlets in the assessment location—schools will not need to provide internet access.

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NAEP 2021
Facts for Principals
Grades 4 and 8 Mathematics and Reading

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In 2021, the NAEP mathematics and reading assessments will be administered on tablets to students at grades 4 and 8. Results will be released at the national, state, and TUDA levels. As part of a new, innovative assessment design, some students will answer questions in only mathematics or reading, and other students will answer questions in both subjects. This new design will allow for future efficiencies in NAEP data collection, including reducing NAEP's footprint across the country and in each participating school. NAEP staff will conduct the assessment in just one session with approximately 40 students in each school. NAEP representatives will bring all necessary materials and equipment, including tablets with keyboards, to schools on assessment day. Schools will only need to provide space for students to take the assessment, desks or tables, and an adequate number of electrical outlets in the assessment location—schools will not need to provide internet access.

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For more information about NAEP, visit www.nces.ed.gov/nationsreportcard.
For additional information about the new assessment design please visit www.nces.ed.gov/nationsreportcard/about/advancements.aspx.

Page Two Body

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What can teachers and students expect? NAEP is designed to cause minimal disruption of classroom instruction. Including transition time, directions and tutorials, a break, and the completion of survey questions, it takes approximately 3 hours for students to complete the assessment. Teachers do not need to prepare their students to take the assessment but should encourage them to do their best. NAEP representatives provide significant support to your school by working with the designated coordinator in your school to organize assessment activities.

How can educators use NAEP data to help students? NAEP items can be used as a helpful educational resource in the classroom. Teachers and district staff can use the NAEP Questions Tool (<http://nces.ed.gov/nationsreportcard/nqt>) to see how students' performance compares nationally on specific items. Released NAEP items come with a scoring guide, sample student responses, and performance data.

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Appendix D2-3: NAEP 2021 Notification Letter from Chief State School Officer to District Superintendent

**NAEP 2021 Notification Letter From
CHIEF STATE SCHOOL OFFICER TO DISTRICT SUPERINTENDENT**
Red text should be customized before mail merge: highlighted text represents mail merge fields

Dear **District Superintendent name**,

I am pleased to notify you that **number** schools in your district have been selected to participate in the 2021 administration of the National Assessment of Educational Progress (NAEP). NAEP is the largest nationally representative and continuing assessment of what students in the United States know and can do in various subjects. It is administered by the National Center for Education Statistics (NCES), within the U.S. Department of Education. Selected schools represent schools across **state name** and the nation, and their participation provides an accurate picture of student performance. **School District** will play an important role by participating, and I know that we can count on your full support to make this a meaningful experience for your schools and students.

Selected schools will be notified soon, so that principals can place the assessment windows (January 25 to March 5, 2021 and March 15 to May 21, 2021) on their calendars and incorporate NAEP into the planned school program. A few additional schools within **School District** may also be selected at a later date; your NAEP State Coordinator will contact you should this happen. Starting in **month**, each school will receive its assessment date. Schools may work with the NAEP State Coordinator if there is a conflict with the scheduled assessment date.

The NAEP 2021 administration will include three assessment programs. The attached list shows the assessment program for each selected school in **School District**.

- January 25 to March 5, 2021
 - State-level mathematics and reading assessments: grades 4 and 8
 - National civics and U.S. history assessments: grade 8
- March 15 to May 21, 2021
 - Long-term trend: age 17

National results for all assessments will be released as The Nation's Report Card. State-level results, and in some cases, district-level results will also be reported for the mathematics and reading assessments. Most students will take the assessments on tablets provided by NAEP representatives, while students participating in the long-term trend mathematics and reading assessments will take paper-and-pencil versions. The long-term trend age 17 assessments were originally planned for the 2020 calendar year, but were postponed due to widespread school closures. The data collected from long-term trend can be linked to NAEP assessments conducted in the early 1970s to measure progress over time.

As in previous years, NAEP representatives provide significant support to schools by administering the assessment and bringing all necessary materials and equipment, including tablets on which students take the assessment. Please include the NAEP assessment windows (January 25 to March 5, 2021 and March 15 to May 21, 2021) on your district test calendar. Information about NAEP can be found in the enclosures listed below and at <http://nces.ed.gov/nationsreportcard>. **Name**, our NAEP State Coordinator, will contact your staff with additional information.

Thank you for supporting this important assessment and for helping accomplish our goal of 100 percent participation.

Sincerely,

Name of Chief State School Officer

Enclosures: List of district schools selected for NAEP
Facts for Districts – [Link for electronic mailing](#)

CC: State Testing Director
District Testing Director
NAEP State Coordinator

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

Appendix D2-4: NAEP 2021 Notification Letter from NAEP State Coordinator to School Principal

**May NAEP 2021 Notification Letter From
NAEP STATE COORDINATOR TO SCHOOL PRINCIPAL: For Grade 8 Civics and U.S. history**
Red text should be customized before mail merge; **highlighted text** represents mail merge fields

Dear Principal,

I am pleased to inform you that **school name** has been selected to represent schools across the nation by participating in the 2021 administration of the National Assessment of Educational Progress (NAEP). NAEP is the largest nationally representative and continuing assessment of what students in the United States know and can do in various subjects. It is administered by the National Center for Education Statistics (NCES), within the U.S. Department of Education. As part of the NAEP 2021 program, students will participate in national civics and U.S. history assessments. Each student will be assessed in only one subject. Results will be released as The Nation's Report Card.

For now, I am writing only to notify you of the assessment. In June, I will send you an assessment date. If the date presents a conflict for your school, we will work together to identify an alternate. Our goal is to schedule the assessment prior to the beginning of the school year so that you may include the assessment date on your 2020–2021 school calendar.

At the beginning of the school year, I will send you detailed assessment information and will ask you to identify a school coordinator, **provide a student list**, and submit additional information. NAEP representatives will provide significant support to your school by administering the assessment and bringing all materials and equipment, including the tablets on which students take the assessment. Outlined below is a broad overview of the assessment:

- **Subjects:** Civics and U.S. history
- **Grade:** 8
- **Assessment sessions:** Up to two sequential sessions of about **XX** students each. Each session will last approximately 2 hours (including transition time, instructions, and completion of survey questions).
- **Assessment administrator:** NAEP representatives
- **Assessment window:** January 25–March 5, 2021

More information about NAEP can be found in the enclosures listed below and at <https://nces.ed.gov/nationsreportcard/participating/schools.aspx>. If you have questions, please contact me at **telephone number** or via email at **email address**.

Our chief state school officer, **name**, and your district superintendent, **name**, support NAEP and look forward to your school's participation. We know that we can count on you to help reach our goal of 100 percent participation.

Sincerely,

NAEP State Coordinator

Enclosures: *Facts for Principals* – [Link for electronic mailing](#)

CC: District Test Director

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

**May NAEP 2021 Notification Letter From
NAEP STATE COORDINATOR TO SCHOOL PRINCIPAL: For Mathematics and Reading Operational**
Red text should be customized before mail merge; **highlighted text** represents mail merge fields

Dear Principal,

I am pleased to inform you that **school name** has been selected to represent schools across **state name** and the nation by participating in the 2021 administration of the National Assessment of Educational Progress (NAEP). NAEP is the largest nationally representative and continuing assessment of what students in the United States know and can do in various subjects. It is administered by the National Center for Education Statistics (NCES), within the U.S. Department of Education. As part of the NAEP 2021 program, students will participate in mathematics and reading assessments. Each student will be assessed in only one subject. National, state-level, and some district-level results will be released as The Nation's Report Card.

For now, I am writing only to notify you of the assessment. In June, I will send you an assessment date. If the date presents a conflict for your school, we will work together to identify an alternate. Our goal is to schedule the assessment prior to the beginning of the school year so that you may include the assessment date on your 2020–2021 school calendar.

At the beginning of the school year, I will send you detailed assessment information and will ask you to identify a school coordinator, **provide a student list**, and submit additional information. NAEP representatives will provide significant support to your school by administering the assessment and bringing all materials and equipment, including the tablets on which students take the assessment. Outlined below is a broad overview of the assessment:

- **Subjects:** Mathematics and reading
- **Grade:** **4 or 8**
- **Assessment sessions:** Up to two sequential sessions of about **XX** students each. Each session will last approximately 2 hours (including transition time, instructions, and completion of survey questions).
- **Assessment administrator:** NAEP representatives
- **Assessment window:** January 25–March 5, 2021

More information about NAEP can be found in the enclosures listed below and at <https://nces.ed.gov/nationsreportcard/participating/schools.aspx>. If you have questions, please contact me at **telephone number** or via email at **email address**.

Our chief state school officer, **name**, and your district superintendent, **name**, support NAEP and look forward to your school's participation. We know that we can count on you to help reach our goal of 100 percent participation.

Sincerely,

NAEP State Coordinator

Enclosures: *Facts for Principals* – [Link for electronic mailing](#)

CC: District Test Director

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

**NAEP 2021 Notification Letter From
NAEP STATE COORDINATOR TO SCHOOL PRINCIPAL: For LTT Age 17**
Red text should be customized before mail merge; **highlighted text** represents mail merge fields

Dear Principal,

Last school year, **school name** was scheduled to participate in the 2020 administration of the National Assessment of Educational Progress (NAEP). Since all spring assessments were postponed, the long-term trend mathematics and reading assessments will be rescheduled for the spring of 2021.

For now, I am writing only to notify you of the rescheduled assessment. In **month**, I will send you an assessment date. If the date presents a conflict for your school, we will work together to identify an alternate. Our goal is to schedule the assessment prior to the beginning of the school year so that you may include the assessment date on your 2020–2021 school calendar.

At the beginning of the school year, I will send you detailed assessment information and will ask you to identify a school coordinator, **provide a student list**, and submit additional information. NAEP representatives will provide significant support to your school by administering the assessment and bringing all materials and equipment. Outlined below is a broad overview of the assessment:

- **Subjects:** Mathematics and reading
- **Students to be assessed:** 17-year-olds
- **Assessment window:** March 15–May 21, 2021
- **Assessment duration:** Approximately 90 minutes for students
- **Assessment administrator:** NAEP representatives

More information about NAEP can be found in the enclosures listed below and at <http://nces.ed.gov/nationsreportcard/ltt/>. If you have questions, please contact me at **telephone number** or via email at **email address**.

Our chief state school officer, **name**, and your district superintendent, **name**, support NAEP and look forward to your school's participation. We know that we can count on you to help reach our goal of 100 percent participation.

Sincerely,

NAEP State Coordinator

Enclosures: *Facts for Principals*

CC: District Test Director

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about participants. Electronic submission of participant's information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

Appendix D2-5: NAEP 2021 Assessment Details Letter NAEP State Coordinator to Principals

Early Fall NAEP 2021 Assessment Details Letter
NAEP STATE COORDINATOR TO PRINCIPALS

Red text should be customized before mail merge, **highlighted text** represents mail merge fields.

Dear **principal name**:

At the end of the last school year, I notified **school name** of its selection to participate in the National Assessment of Educational Progress (NAEP). I am following up with you to provide additional information about the upcoming assessment.

To prepare for the assessment, please:

- Place the NAEP assessment date, **assessment date**, on your school calendar.
- Review the enclosed *School Coordinator Responsibilities: A Guide to MyNAEP* and designate a NAEP school coordinator to serve as the liaison for all NAEP activities in your school. **Give the enclosed folder to your designated NAEP school coordinator.** The school coordinator should:
 - ✓ **know how to collect student information**, such as birth dates, demographic information, and if any students have withdrawn;
 - ✓ **be comfortable using a computer**, since all assessment preparation activities will be completed online; and
 - ✓ **be familiar with how students participate in statewide assessments.**

A NAEP representative responsible for administering the assessment will contact your school coordinator in early December. During the assessment, we would appreciate the presence of a school staff person as an observer in **each session or the session**. A staff member's presence can have a positive impact on students' motivation and performance.

Again, I would like to express my appreciation for your assistance with this very important assessment of our nation's students. Our chief state school officer, **name**, supports NAEP and encourages your students' participation.

I look forward to collaborating with you and your school coordinator to ensure the successful administration of NAEP 2021. If you would like to access the MyNAEP site (www.mynaep.com), please register with this ID number: **MyNAEP Registration ID**. MyNAEP is a protected site, so you will create your own password. Should you have questions, please contact me at **telephone number** or **email address**.

Sincerely,

NAEP State Coordinator

Enclosures: NAEP folder for your NAEP school coordinator, including the following:

Letter to your school coordinator
School Coordinator Responsibilities: A Guide to MyNAEP
MyNAEP Registration Instructions
Student List Submission Instructions
Parent/Guardian Notification Letter

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about participants. Electronic submission of participant's information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

**Appendix D2-6: NAEP 2021 Assessment Details Letter NAEP State Coordinator to School
Coordinator**

Early Fall NAEP 2021 Assessment Details Letter
NAEP STATE COORDINATOR TO SCHOOL COORDINATOR

Red text should be customized before mail merge, **highlighted text** represents mail merge fields.

Dear School Coordinator:

Welcome to the 2021 National Assessment of Educational Progress (NAEP). I look forward to working with you to coordinate NAEP in your school. A sample of your grade **grade** students will be taking **assessment subjects** assessments on **assessment date**.

As the school coordinator, you will have a number of responsibilities critical to making NAEP a success. The MyNAEP website is designed to assist you with these responsibilities. The timeline below indicates when you will need to complete specific MyNAEP sections.

- **August–September:** Register at www.mynaep.com with the following registration ID: **MyNAEP Registration ID**. Answer the questions in the **Provide School Information** section by **date**. For instructions, see the enclosed *School Coordinator Responsibilities: A Guide to MyNAEP*.
- **October–November:** Prepare and submit a list of all grade **grade** students electronically in the **Submit Student List** section by **date**. Please see the enclosed *Student List Submission Instructions*.
- **December–January:** An assigned NAEP representative who is responsible for administering the assessment will contact you in early December. At that time, you will log onto the MyNAEP site with the representative and discuss how to complete the **Prepare for Assessment** section. Major tasks are highlighted below.
 - Provide information about students with disabilities and English language learners (SD/ELL) so that assessment administrators can plan appropriate testing accommodations. You can request MyNAEP access for your school’s SD/ELL specialists on the **Complete SD/ELL Student Information** page so that they can assist with this task.
 - Notify parents/guardians that their children have been selected for the assessment. A sample parent/guardian notification letter **is enclosed and** will be available on the MyNAEP website for you to customize and print on your school letterhead.
 - Schedule the assessment **sessions or session** and reserve space at your school. The NAEP team will transport heavy cases of tablets and other materials; please select a location that is on the first floor or accessible by elevator.
 - Update the student list to add any new students who have enrolled since the fall. NAEP will draw a random sample from this group to ensure that all students have an opportunity to be selected for NAEP.
 - Participate in a preassessment review call with your assigned NAEP representative. During this call, you will review and confirm information entered into MyNAEP and other assessment details. Be sure to complete all **Prepare for Assessment** activities before the scheduled call.
- **One week before the assessment:** Visit the **Support Assessment Activities** section to print student appointment cards and notify teachers in advance so they know when to release students.
- **After the assessment:** Safeguard all confidential hardcopy materials until the date noted on the NAEP storage envelope. Shred all materials after the specified date.

During the assessment, we would appreciate the presence of a school staff person as an observer in **each session or the session**. A staff member’s presence can have a positive impact on students’ motivation and performance.

More information about your responsibilities is provided in the enclosed *School Coordinator Responsibilities: A Guide to MyNAEP*. Additional information about NAEP can be found at <http://nces.ed.gov/nationsreportcard>.

Thank you in advance for your cooperation and effort in helping to coordinate this important assessment. If you have any questions, please feel free to contact me at [telephone number](#) or [email address](#).

Sincerely,

NAEP State Coordinator

Enclosures: NAEP folder, including the following:
School Coordinator Responsibilities: A Guide to MyNAEP
[Student List Submission Instructions](#)
[Parent/Guardian Notification Letter](#)
[MyNAEP Registration Instructions](#)

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about participants. Electronic submission of participant's information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

NAEP 2021 Assessment Details Letter
NAEP STATE COORDINATOR TO SCHOOL COORDINATOR – For LTT schools
Red text should be customized before mail merge, highlighted text represents mail merge fields.

Dear School Coordinator:

Welcome to the 2021 National Assessment of Educational Progress (NAEP). I look forward to working with you to coordinate NAEP at **School name**. A sample of 17-year-old students will take mathematics and reading assessments on **assessment date**. Each student will take only one assessment.

As the school coordinator, you will have a number of responsibilities critical to making NAEP a success. The MyNAEP website is designed to assist you with these responsibilities. The timeline below indicates when you will need to complete specific MyNAEP sections.

- **Now:** Register at www.mynaep.com with the following registration ID: **MyNAEP Registration ID**. Answer the questions in the **Provide School Information** section by **date**. For instructions, see the enclosed *School Coordinator Responsibilities: A Guide to MyNAEP*.
- **January:** Prepare and submit a list of all 17-year-old students electronically in the **Submit Student List** section by **date**. Please see the enclosed Student List Submission Instructions.
- **February–March:** An assigned NAEP representative who is responsible for administering the assessment will contact you. At that time, you will log onto the MyNAEP site with the representative and discuss how to complete the **Prepare for Assessment** section. Major tasks are highlighted below.
 - Provide information about students with disabilities and English language learners (SD/ELL) so that assessment administrators can plan appropriate testing accommodations. You can request MyNAEP access for your school’s SD/ELL specialists on the **Complete SD/ELL Student Information** page so that they can assist with this task.
 - Notify parents/guardians that their children have been selected for the assessment. A sample parent/guardian notification letter **is enclosed and** will be available on the MyNAEP website for you to customize and print on your school letterhead.
 - Schedule assessment sessions and reserve space at your school.
 - Participate in a preassessment review call with your assigned NAEP representative. During this call, you will review and confirm information entered into MyNAEP and other assessment details. Be sure to complete all **Prepare for Assessment** activities before the scheduled call.
- **One week before the assessment:** Visit the **Support Assessment Activities** section to print student appointment cards and notify teachers in advance so they know when to release students from class.
- **After the assessment:** Safeguard all confidential hardcopy materials until the date noted on the NAEP storage envelope. Shred all materials on the specified date.

During the assessment, we would appreciate the presence of a school staff person as an observer in each session. A staff member’s presence can have a positive impact on students’ motivation and performance.

More information about your responsibilities is provided in the enclosed *School Coordinator Responsibilities: A Guide to MyNAEP*. Additional information about NAEP can be found at <http://nces.ed.gov/nationsreportcard>.

Thank you in advance for your cooperation and effort in helping to coordinate this important assessment. If you have any questions, please feel free to contact me at **telephone number** or **email address**.

Sincerely,

Enclosures: NAEP folder, including the following:
School Coordinator Responsibilities: A Guide to MyNAEP
Student List Submission Instructions
Parent/Guardian Notification Letter
MyNAEP Registration Instructions

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about participants. Electronic submission of participant's information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

Appendix D2-7: NAEP 2021 Save-the-Date Letter from NAEP Coordinator to School Principal

**NAEP 2021 Save-the-Date Letter From
NAEP STATE COORDINATOR TO SCHOOL PRINCIPAL – For All Sampled Schools**
Red text should be customized before mail merge; **highlighted text** represents mail merge & fields specific to each
assessment type

Save the date! NAEP is coming on **assessment date**.

Dear Principal:

In **May**, I notified you that your school was selected to participate in the 2021 administration of the National Assessment of Educational Progress (NAEP). Your school's grade **4 or 8** students will take the assessment on **assessment date**. Please place the NAEP assessment date on your 2020–2021 school calendar.

Approximately **estimated student sample** students from your school will be selected to participate, depending on actual fall 2020 student enrollment numbers. The assessment will take about **2 hours or 3 hours** for most students, including transition time, directions, **a break**, and completion of survey questions. NAEP representatives will provide significant support to your school, bring all necessary materials and equipment, and administer the assessment.

If you have questions or a conflict with the scheduled assessment date, please contact me at **(telephone number)** or **(email address)** by **(date)**. I will send you more information about preparing for the assessment **at the beginning of the school year**.

NAEP is a common measure of student achievement across the country and is used to inform education policies and practices. Schools and students have an important role in ensuring that NAEP results are accurate. Our goal is 100 percent participation in this important assessment, and we know that we can count on you to help us reach it.

Sincerely,

NAEP State Coordinator

CC: District Test Coordinator

Enclosure: *NAEP in Your School 2021*

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

Appendix D2-8: NAEP in Your Private School 2021

Civics and U.S. History

Page 1 Sidebar:

What is NAEP?

The National Assessment of Educational Progress (NAEP) is an essential measurement of student achievement in the United States.

- First administered in 1969, NAEP is the largest continuing and nationally representative assessment of what our nation’s public and private school students know and can do in various subjects.
- The schools and students participating in NAEP make an important contribution by representing other schools and students across the country.
- NAEP is a common measure of academic progress across the nation and over time. The results are released as The Nation’s Report Card.

Page 1 Text:

Why participate in NAEP?

Participation in NAEP gives private schools a voice in the national conversation about education. Your school has been selected to represent other private schools across the nation, and it is vital that all selected students participate. Doing so helps accurately capture our students’ progress.

Schools, students, and teachers who participate in NAEP enable The Nation’s Report Card to provide more inclusive representation of what our nation’s students know and can do in key subject areas. NAEP has consistently demonstrated over time and across subjects that students in private schools on average outperform students in public schools.

The NAEP 2021 program in your school

From January 25 to March 5, 2021, NAEP will be administered in public and private schools across the country. Selected students at grade 4 and 8 will participate, and NAEP representatives will bring all materials and equipment. The school’s internet, networks, and computers will not be needed.

[The following 3 questions and answers each appear inside their own word-bubble graphic]

What subjects will students be assessed in?

One subject per student

Civics or U.S. History

How will the assessment be conducted?

On Tablets and with Keyboards

Provided by NAEP

How long will the assessment take?

About 2 hours including

Transition, Directions,

And Questionnaires

NAEP survey questionnaires provide valuable information about students' educational experiences and opportunities to learn both inside and outside of the classroom.

In addition to the student questionnaire, the school principal and the grade 4 and 8 teachers of the subjects being assessed will also be asked to complete a questionnaire. Topics such as classroom experience, teacher training, and school policies can be valuable information for education stakeholders who need to gain a better picture of student performance.

[Large quote at top of page 2]

"The Council for American Private Education (CAPE) strongly encourages private schools to participate in NAEP, an essential measure of student achievement in the United States."

Michael Schuttloffel

Executive Director, CAPE

Page 2 Text:

What are the responsibilities of the principal and school coordinator?

The principal is responsible for

- Including the NAEP assessment date on the school calendar
- Designating a school coordinator to work with NAEP representatives and to prepare for the assessment
- Informing school staff about NAEP and why participation is critically important
- Completing the school questionnaire

The school coordinator is responsible for

- Confirming that the suggested assessment date works with the school calendar
- Securing space for the assessment to take place
- Providing a list of eligible students from which a random sample will be selected for participation in the assessment (student and school names will not be included in any reports)*
- Informing parents about the assessment
- Completing preassessment activities with guidance and support from NAEP representatives
- Ensuring that students attend the session on the assessment date

NAEP representatives will take care of everything else related to preparing for and conducting the assessment.

For more information about NAEP visit:

- Program overview <http://nces.ed.gov/nationsreportcard>
- Private school participation https://nces.ed.gov/nationsreportcard/participating/private_nonpublic.aspx

NAEP - Giving Private Schools a Voice in the National Conversation

Find us on:

[Facebook, Twitter, and YouTube logos]

(Located across from “Find us on:” section or as footer on Page 1):

** National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students’ education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about participants. Electronic submission of participant’s information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.*

Mathematics and Reading

Page 1 Sidebar:

What is NAEP?

The National Assessment of Educational Progress (NAEP) is an essential measurement of student achievement in the United States.

- First administered in 1969, NAEP is the largest continuing and nationally representative assessment of what our nation’s public and private school students know and can do in various subjects.
- The schools and students participating in NAEP make an important contribution by representing other schools and students across the country.
- NAEP is a common measure of academic progress across the nation and over time. The results are released as The Nation’s Report Card.

Page 1 Text:

Why participate in NAEP?

Participation in NAEP gives private schools a voice in the national conversation about education. Your school has been selected to represent other private schools across the nation, and it is vital that all selected students participate. Doing so helps accurately capture our students’ progress.

Schools, students, and teachers who participate in NAEP enable The Nation’s Report Card to provide more inclusive representation of what our nation’s students know and can do in key subject areas. NAEP has consistently demonstrated over time and across subjects that students in private schools on average outperform students in public schools.

The NAEP 2021 program in your school

From January 25 to March 5, 2021, NAEP will be administered in public and private schools across the country. Selected students at grade 4 and 8 will participate, and NAEP representatives will bring all materials and equipment. The school’s internet, networks, and computers will not be needed.

[The following 3 questions and answers each appear inside their own word-bubble graphic]

What subjects will students be assessed in?

One subject per student

Math or Reading

How will the assessment be conducted?

On Tablets and with Keyboards

Provided by NAEP

How long will the assessment take?

About 2 hours including

Transition, Directions,

And Questionnaires

NAEP survey questionnaires provide valuable information about students' educational experiences and opportunities to learn both inside and outside of the classroom.

In addition to the student questionnaire, the school principal and the grade 4 and 8 teachers of the subjects being assessed will also be asked to complete a questionnaire. Topics such as classroom experience, teacher training, and school policies can be valuable information for education stakeholders who need to gain a better picture of student performance.

[Large quote at top of page 2]

"The Council for American Private Education (CAPE) strongly encourages private schools to participate in NAEP, an essential measure of student achievement in the United States."

Michael Schuttloffel

Executive Director, CAPE

Page 2 Text:

What are the responsibilities of the principal and school coordinator?

The principal is responsible for

- Including the NAEP assessment date on the school calendar
- Designating a school coordinator to work with NAEP representatives and to prepare for the assessment
- Informing school staff about NAEP and why participation is critically important
- Completing the school questionnaire

The school coordinator is responsible for

- Confirming that the suggested assessment date works with the school calendar
- Securing space for the assessment to take place
- Providing a list of eligible students from which a random sample will be selected for participation in the assessment (student and school names will not be included in any reports)*
- Informing parents about the assessment
- Completing preassessment activities with guidance and support from NAEP representatives
- Ensuring that students attend the session on the assessment date

NAEP representatives will take care of everything else related to preparing for and conducting the assessment.

For more information about NAEP visit:

- Program overview <http://nces.ed.gov/nationsreportcard>
- Private school participation https://nces.ed.gov/nationsreportcard/participating/private_nonpublic.aspx

NAEP - Giving Private Schools a Voice in the National Conversation

Find us on:

[Facebook, Twitter, and YouTube logos]

(Located across from “Find us on:” section or as footer on Page 1):

** National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students’ education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about participants. Electronic submission of participant’s information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.*

Long-Term Trend, Age 17

Page 1 Sidebar:

What is NAEP?

The National Assessment of Educational Progress (NAEP) is an essential measurement of student achievement in the United States.

- First administered in 1969, NAEP is the largest continuing and nationally representative assessment of what our nation's public and private school students know and can do in various subjects.
- NAEP is considered the gold standard of assessments because of its high technical quality. From developing frameworks and questions to the reporting of results, NAEP represents the best thinking of assessment and content specialists and teachers from around the nation.
- The schools and students participating in NAEP make an important contribution by representing other schools and students across the country.
- NAEP is a common measure of academic progress across the nation and over time. The results are released as The Nation's Report Card.

Page 1 Text:

Why assess private schools?

Private school data are essential for a complete picture of education in the United States and inform future policy decisions. Private schools represent about 25 percent of schools in the nation and educate approximately 9 percent of its students. NAEP has consistently demonstrated how student performance in private schools compares positively to student performance in public schools.

Why participate in NAEP?

Your school has been selected to represent other private schools across the nation, and it is vital that all selected students participate. Doing so helps accurately capture the nation's student progress. Students who participate in NAEP perform a valuable community service and enable The Nation's Report Card to provide a more inclusive representation of what our nation's students know and can do in key subject areas.

NAEP has the support of numerous private school organizations, including the National Association of Independent Schools (NAIS), the National Catholic Educational Association (NCEA), and the Council for American Private Education (CAPE).

The NAEP 2021 program in your school

From March 15 and continuing through May 21, 2021, NAEP field staff will administer the long-term trend assessments in mathematics and reading in public and private schools across the country. Long-term trend results can be linked to NAEP assessments first administered in the early 1970s, allowing us to measure progress over a span of nearly 50 years.

Selected age 17 students will participate in paper-based mathematics or reading assessments, and each student will be assessed in only one subject. NAEP representatives will bring all materials and equipment to the school on assessment day. Students will spend up to 90 minutes completing the assessment. This includes transition time, directions, and completion of a student survey questionnaire. The questionnaire provides valuable information about students' educational experiences and opportunities to learn both inside and outside of the classroom. There will be no school or teacher questionnaires for the long-term trend assessment.

Page 2 Sidebar:

For more information about NAEP visit:

- Program overview <http://nces.ed.gov/nationsreportcard>
- Private school participation https://nces.ed.gov/nationsreportcard/participating/private_nonpublic.aspx

Page 2 Inset:

“The Council for American Private Education (CAPE) strongly encourages private schools to participate in NAEP, an essential measure of student achievement in the United States.”

Michael Schuttloffel
Executive Director, CAPE

Page 2 Text:

What are the responsibilities of NAEP representatives?

NAEP representatives work directly with schools and are responsible for:

- Confirming the assessment date and time with the school;
- Providing schools with instructions for preparing a list of eligible students from which a random sample will be selected for participation in the assessment;
- Providing schools with information about notifying parents of selected students;
- Providing resources, guidelines, and support to assist the school coordinator in completing activities and finalizing assessment arrangements;
- Bringing all assessment materials and equipment to the school on assessment day;
- Conducting the assessments; and
- Responding to questions from the school throughout the assessment period.

What are the responsibilities of the principal and school coordinator?

The principal is responsible for:

- Including the NAEP assessment date on the school calendar;
- Designating a school coordinator to work with NAEP representatives and to prepare for the assessment; and
- Informing school staff about NAEP and why participation is critically important.

The school coordinator is responsible for:

- Confirming that the suggested assessment date works with the school calendar;
- Securing space for the assessment to take place;
- Providing a list of eligible students from which a random sample will be selected for participation in the assessment (student names will always be kept confidential);*
- Informing parents about the assessment;
- Completing preassessment activities with guidance and support from NAEP representatives; and
- Ensuring that students attend the session on the assessment date.

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Appendix D2-9: NAEP in Your School 2021

Sidebar Page One

What is NAEP?

The National Assessment of Educational Progress (NAEP) is an essential measurement of student achievement in the United States.

- First administered in 1969, NAEP is the largest continuing and nationally representative assessment of what our nation's students know and can do in various subjects such as civics, mathematics, reading, and U.S. history.
- The schools and students participating in NAEP represent schools and students across the country.
- NAEP is considered the gold standard of assessments because of its high technical quality. From developing frameworks and questions to the reporting of results, NAEP represents the best thinking of assessment and content specialists, state education staff, and teachers from around the nation.
- NAEP is a common measure of academic progress across the nation and over time. The results are released as The Nation's Report Card.

Body Page One

NAEP will be administered on tablets to a sample of eighth-grade students between January 25 and March 5, 2021. Students will be assessed in civics and U.S. history.

Results for the 2021 civics and U.S. history assessments will be reported at the national level. NAEP results are used by teachers, principals, parents, policymakers, and researchers to assess students' progress in various subject areas and develop ways to improve education in the United States.

What is involved?

Each student will be assessed in one subject only. It takes approximately 2 hours for students to complete the assessment, including transition time, directions, and completion of survey questions. NAEP survey questionnaires aim to get a better understanding of students' educational experiences and opportunities to learn both inside and outside of the classroom.

The school principal and grade 8 teachers of the subjects being assessed will also complete a questionnaire. These questionnaires are designed to provide contextual information for the assessment results, as well as information about factors that may be related to students' learning.

Additional information will be collected about how students with disabilities and English language learners will participate in the assessment and the accommodations they will receive.

How many students will be assessed?

Nationally, about 16,000 eighth-graders will be assessed in civics and U.S. history.

For more information about NAEP, visit www.nces.ed.gov/nationsreportcard.

Body Page Two

It's important to know...

Who will be responsible for coordinating and administering NAEP?

Your NAEP State Coordinator, NAEP representatives, and school staff will work together to coordinate and administer the assessment. You will need to assign a member of your school's staff to serve as the **school coordinator** and be the primary contact for the assessment. This person should be:

- familiar with how students participate in statewide assessments; and
- comfortable using a computer to collect and enter student information online.

The NAEP State Coordinator works at your state department of education and will be responsible for:

- working with schools to confirm the assessment date;
- communicating with principals about the importance of NAEP and student participation;
- providing schools with instructions for preparing a list of eighth-grade students and information about notifying parents of participating students;
- providing guidance for including students with disabilities and English language learners; and
- responding to questions from the school community throughout the assessment period.

NAEP representatives employed by a U.S. Department of Education contractor to work directly with schools will be responsible for:

- selecting a random sample of students from the school list of eighth-graders;
- verifying information that the school coordinator has provided via the MyNAEP website, which will serve as the primary resource and action center throughout the NAEP assessment process;
- working with the school coordinator to finalize assessment logistics;
- bringing all assessment materials to the school on the scheduled day; and
- administering the assessment.

Each principal will be responsible for:

- assigning a school staff member to serve as school coordinator;
- including the NAEP assessment date on the school calendar;
- empowering the designated school coordinator to work with the NAEP representative and NAEP State Coordinator to prepare for the assessment; and
- informing school staff and students about NAEP and why student participation is critically important.

The school coordinator will be responsible for:

- confirming the scheduled assessment date with the NAEP State Coordinator;
- registering for the MyNAEP website and providing information about the school;
- if requested, overseeing the submission of an electronic list of eighth-grade students;
- using the MyNAEP website to prepare for the assessment;
- notifying parents of the assessment (more information will be provided on how to complete this task);
- communicating with the NAEP representative and participating in a preassessment review call to finalize assessment preparations;
- reserving space for the assessment, including room(s), desks or tables, and an adequate number of electrical outlets in the assessment location (the school will not need to provide internet access); and
- collaborating with school staff to ensure a high rate of student participation.

Detailed information about the school coordinator's responsibilities will be sent at the beginning of the school year.

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about participants. Electronic submission of participant's information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

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NAEP 2021 in Your School

Grades 4 and 8 Mathematics and Reading

Sidebar Page One

What is NAEP?

The National Assessment of Educational Progress (NAEP) is an essential measurement of student achievement in the United States.

- First administered in 1969, NAEP is the largest continuing and nationally representative assessment of what our nation's students know and can do in various subjects such as civics, mathematics, reading, and U.S. history.
- The schools and students participating in NAEP represent schools and students across the country.
- NAEP is considered the gold standard of assessments because of its high technical quality. From developing frameworks and questions to the reporting of results, NAEP represents the best thinking of assessment and content specialists, state education staff, and teachers from around the nation.
- NAEP is a common measure of academic progress across the nation and over time. The results are released as The Nation's Report Card.

Body Page One

NAEP will be administered on tablets to a sample of fourth- and eighth-grade students between January 25 and March 5, 2021. Students will be assessed in mathematics and reading.

Under the Elementary and Secondary Education Act, districts and states receiving Title I funding are required to participate in the biennial NAEP mathematics and reading assessments in grades 4 and 8.

Results for the 2021 mathematics and reading assessments will be reported for the nation, states, and, in some cases, districts. NAEP results are used by teachers, principals, parents, policymakers, and researchers to assess students' progress in various subject areas and develop ways to improve education in the United States.

What is involved?

Each student will be assessed in one subject only. It takes approximately 2 hours for students to complete the assessment, including transition time, directions, and completion of survey questions. NAEP survey questionnaires aim to get a better understanding of students' educational experiences and opportunities to learn both inside and outside of the classroom.

The school principal and grade 4 and 8 teachers of the subjects being assessed will also complete a questionnaire. These questionnaires are designed to provide contextual information for the assessment results, as well as information about factors that may be related to students' learning.

Additional information will be collected about how students with disabilities and English language learners will participate in the assessment and the accommodations they will receive.

How many students will be assessed?

Nationally, about 234,000 fourth-graders and 234,000 eighth-graders will be assessed in mathematics and reading.

For more information about NAEP, visit www.nces.ed.gov/nationsreportcard.

Body Page Two

It's important to know...

Who will be responsible for coordinating and administering NAEP?

Your NAEP State Coordinator, NAEP representatives, and school staff will work together to coordinate and administer the assessment. You will need to assign a member of your school's staff to serve as the **school coordinator** and be the primary contact for the assessment. This person should be:

- familiar with how students participate in statewide assessments; and
- comfortable using a computer to collect and enter student information online.

The NAEP State Coordinator works at your state department of education and will be responsible for:

- working with schools to confirm the assessment date;
- communicating with principals about the importance of NAEP and student participation;
- providing schools with instructions for preparing a list of fourth- and eighth-grade students and information about notifying parents of participating students;
- providing guidance for including students with disabilities and English language learners; and
- responding to questions from the school community throughout the assessment period.

NAEP representatives employed by a U.S. Department of Education contractor to work directly with schools will be responsible for:

- selecting a random sample of students from the school list of fourth- and eighth-graders;
- verifying information that the school coordinator has provided via the MyNAEP website, which will serve as the primary resource and action center throughout the NAEP assessment process;
- working with the school coordinator to finalize assessment logistics;
- bringing all assessment materials to the school on the scheduled day; and
- administering the assessment.

Each principal will be responsible for:

- assigning a school staff member to serve as school coordinator;
- including the NAEP assessment date on the school calendar;
- empowering the designated school coordinator to work with the NAEP representative and NAEP State Coordinator to prepare for the assessment; and
- informing school staff and students about NAEP and why student participation is critically important.

The school coordinator will be responsible for:

- confirming the scheduled assessment date with the NAEP State Coordinator;
- registering for the MyNAEP website and providing information about the school;
- if requested, overseeing the submission of an electronic list of fourth- and/or eighth-grade students;
- using the MyNAEP website to prepare for the assessment;
- notifying parents of the assessment (more information will be provided on how to complete this task);
- communicating with the NAEP representative and participating in a preassessment review call to finalize assessment preparations;
- reserving space for the assessment, including room(s), desks or tables, and an adequate number of electrical outlets in the assessment location (the school will not need to provide internet access); and
- collaborating with school staff to ensure a high rate of student participation.

Detailed information about the school coordinator's responsibilities will be sent at the beginning of the school year.

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about participants. Electronic submission of participant's information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be

combined across respondents to produce statistical reports.

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NAEP 2021 in Your School Grades 4 and 8 Mathematics and Reading

Sidebar Page One

What is NAEP?

The National Assessment of Educational Progress (NAEP) is an essential measurement of student achievement in the United States.

- First administered in 1969, NAEP is the largest continuing and nationally representative assessment of what our nation's students know and can do in various subjects such as civics, mathematics, reading, and U.S. history.
- The schools and students participating in NAEP represent schools and students across the country.
- NAEP is considered the gold standard of assessments because of its high technical quality. From developing frameworks and questions to the reporting of results, NAEP represents the best thinking of assessment and content specialists, state education staff, and teachers from around the nation.
- NAEP is a common measure of academic progress across the nation and over time. The results are released as The Nation's Report Card.

Body Page One

NAEP will be administered on tablets to a sample of fourth- and eighth-grade students between January 25 and March 5, 2021. Students will be assessed in mathematics and reading.

Under the Elementary and Secondary Education Act, districts and states receiving Title I funding are required to participate in the biennial NAEP mathematics and reading assessments in grades 4 and 8.

Results for the 2021 mathematics and reading assessments will be reported for the nation, states, and, in some cases, districts. NAEP results are used by teachers, principals, parents, policymakers, and researchers to assess students' progress in various subject areas and develop ways to improve education in the United States.

What is involved?

In 2021, a new, innovative assessment design is being explored that will allow for future efficiencies in NAEP data collection, including reducing the program's footprint in each participating school. Some students will answer questions in only mathematics or reading, and other students will answer questions in both subjects. NAEP staff will conduct the assessment in just one session with approximately 40 students in each school. It takes approximately 3 hours for students to complete the assessment, including transition time, directions and tutorials, a break, and completion of survey questions. NAEP survey questionnaires aim to get a better understanding of students' educational experiences and opportunities to learn both inside and outside of the classroom.

The school principal and grade 4 and 8 teachers of the subjects being assessed will also complete a questionnaire. These questionnaires are designed to provide contextual information for the assessment results, as well as information about factors that may be related to students' learning.

Additional information will be collected about how students with disabilities and English language learners will participate in the assessment and the accommodations they will receive.

How many students will be assessed?

Nationally, about 224,000 fourth-graders and 224,000 eighth-graders will be assessed in mathematics and reading.

For more information about NAEP, visit www.nces.ed.gov/nationsreportcard.

For additional information about the new assessment design please visit www.nces.ed.gov/nationsreportcard/about/advancements.aspx.

Body Page Two

It's important to know...

Who will be responsible for coordinating and administering NAEP?

Your NAEP State Coordinator, NAEP representatives, and school staff will work together to coordinate and administer the assessment. You will need to assign a member of your school's staff to serve as the **school coordinator** and be the primary contact for the assessment. This person should be:

- familiar with how students participate in statewide assessments; and
- comfortable using a computer to collect and enter student information online.

The NAEP State Coordinator works at your state department of education and will be responsible for:

- working with schools to confirm the assessment date;
- communicating with principals about the importance of NAEP and student participation;
- providing schools with instructions for preparing a list of fourth- and eighth-grade students and information about notifying parents of participating students;
- providing guidance for including students with disabilities and English language learners; and
- responding to questions from the school community throughout the assessment period.

NAEP representatives employed by a U.S. Department of Education contractor to work directly with schools will be responsible for:

- selecting a random sample of students from the school list of fourth- and eighth-graders;
- verifying information that the school coordinator has provided via the MyNAEP website, which will serve as the primary resource and action center throughout the NAEP assessment process;
- working with the school coordinator to finalize assessment logistics;
- bringing all assessment materials to the school on the scheduled day; and
- administering the assessment.

Each principal will be responsible for:

- assigning a school staff member to serve as school coordinator;
- including the NAEP assessment date on the school calendar;
- empowering the designated school coordinator to work with the NAEP representative and NAEP State Coordinator to prepare for the assessment; and
- informing school staff and students about NAEP and why student participation is critically important.

The school coordinator will be responsible for:

- confirming the scheduled assessment date with the NAEP State Coordinator;
- registering for the MyNAEP website and providing information about the school;
- if requested, overseeing the submission of an electronic list of fourth- and/or eighth-grade students;
- using the MyNAEP website to prepare for the assessment;
- notifying parents of the assessment (more information will be provided on how to complete this task);

- communicating with the NAEP representative and participating in a preassessment review call to finalize assessment preparations;
- reserving space for the assessment, including room(s), desks or tables, and an adequate number of electrical outlets in the assessment location (the school will not need to provide internet access); and
- collaborating with school staff to ensure a high rate of student participation.

Detailed information about the school coordinator’s responsibilities will be sent at the beginning of the school year.

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students’ education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about participants. Electronic submission of participant’s information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

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Appendix D2-10: NAEP 2021 Sample Endorsement Letters to Private School Administrator

NAEP 2021 Sample Endorsement Letter
From Council For American Private Education (CAPE) to Private School Administrator
Red text should be customized and letter should be finalized on organization letterhead

Spring 2020

Dear Administrator:

I would like to take this opportunity to strongly encourage you to participate in the 2021 National Assessment of Educational Progress (NAEP). Your school's participation helps ensure that the true diversity of our nation's schools are reflected in NAEP results and the performance of private school students can be reported.

The Council for American Private Education considers NAEP an essential measure of student achievement in the United States. First administered in 1969, NAEP is the largest continuing and nationally representative measure of private and public school student achievement across the country. Your school's participation will help make it possible for private school data to be reported, contribute to a more complete picture of education across the nation, and help policymakers make decisions on a wide range of issues affecting the private school community. NAEP data have consistently shown, across subjects and over time, that students in private schools score higher than students in public schools.

Private schools are a critical component of the U.S. education system, accounting for about 25 percent of all schools in the nation and educating approximately 9 percent of all school children across the country. Therefore, it is important that our students' performance be included in all data that describe the condition of education in the United States. With your support, private schools can achieve excellent participation, and private school results can be reported.

A NAEP representative will contact you soon to discuss assessment details. In the meantime, please visit the NAEP website at <https://nces.ed.gov/nationsreportcard> for complete information about NAEP. For information for private schools, including a short 4-minute video in which heads of school and teachers discuss their experiences with NAEP and the value of participating, visit https://nces.ed.gov/nationsreportcard/participating/private_nonpublic.aspx.

NAEP representatives will administer the assessment and provide all materials and equipment necessary to conduct the assessment. NAEP representatives will work closely with you to schedule the assessment at a time convenient for your school and students.

For the benefit of the private school community and to provide the most accurate information about student achievement in the United States, I strongly urge you to participate. Our goal is 100 percent school participation, and I am counting on you to help us reach that goal.

If you have questions or concerns about participating in NAEP, please contact [CAPE contact person and contact information] OR Mary Erbe at 502-459-0478 or maryerbe@naepmail.westat.com.

Sincerely,

[Name]
Council for American Private Education
Title

NAEP 2021 Sample Endorsement Letter
From Private School Organization to Non-Religious Private School Administrator
Red text should be customized and letter should be finalized on organization letterhead

Spring 2020

Dear Administrator:

I am writing to encourage you to participate in the 2021 National Assessment of Educational Progress (NAEP). Your decision has important implications for the entire private school community.

First administered in 1969, NAEP is the largest continuing and nationally representative measure of private and public school student achievement across the country. Your school's participation will help make it possible for private school data to be reported and contribute to the picture of education across the nation and to future policy decisions. NAEP data have consistently shown, across subjects and over time, that students in private schools score higher than students in public schools.

Private schools account for about 25 percent of all schools in the nation and educate approximately 9 percent of all school children across the country. Therefore, it is important that our students' performance be included in all data that describe the condition of education in the United States. With your support, private schools can achieve excellent participation, and private school results can be reported.

A NAEP representative will contact you soon to discuss assessment details. In the meantime, please visit the NAEP website at <https://nces.ed.gov/nationsreportcard> for complete information about NAEP. For information for private schools, including a short 4-minute video in which heads of school and teachers discuss their experiences with NAEP and the value of participating, visit https://nces.ed.gov/nationsreportcard/participating/private_nonpublic.aspx.

NAEP representatives will administer the assessment and provide all materials and equipment necessary to conduct the assessment. NAEP representatives will work closely with you to schedule the assessment at a time convenient for your school and students.

For the benefit of the private school community and to provide the most accurate information about student achievement in the United States, I strongly urge you to participate. Our goal is 100 percent school participation, and I am counting on you to help us reach that goal.

If you have questions or concerns about participating in NAEP, please contact [private school organization contact person and contact information] OR Mary Erbe at 502-459-0478 or maryerbe@naepmail.westat.com.

Sincerely,

[Name]
Private School Organization
Title

NAEP 2021 Sample Endorsement Letter
From Private School Organization to Religious Private School Administrator
Red text should be customized and letter should be finalized on organization letterhead

Spring 2020

Dear Administrator:

I am writing to encourage you to participate in the 2021 National Assessment of Educational Progress (NAEP). Your decision has important implications for the entire private school community.

First administered in 1969, NAEP is the largest continuing and nationally representative measure of private and public school student achievement across the country. Your school's participation will help make it possible for private school data to be reported and contribute to the picture of education across the nation and to future policy decisions. NAEP data have consistently shown, across subjects and over time, that students in private schools score higher than students in public schools.

Private schools account for about 25 percent of all schools in the nation and educate approximately 9 percent of all school children across the country. Therefore, it is important that our students' performance be included in all data that describe the condition of education in the United States. With your support, private schools can achieve excellent participation, and private school results can be reported.

A NAEP representative will contact you soon to discuss assessment details. In the meantime, please visit the NAEP website at <https://nces.ed.gov/nationsreportcard> for complete information about NAEP. For information for private schools, including a short 4-minute video in which heads of school and teachers discuss their experiences with NAEP and the value of participating, visit https://nces.ed.gov/nationsreportcard/participating/private_nonpublic.aspx.

NAEP representatives will administer the assessment and provide all materials and equipment necessary to conduct the assessment. NAEP representatives will work closely with you to schedule the assessment at a time convenient for your school and students.

For the benefit of the private school community and to provide the most accurate information about student achievement in the United States, I strongly urge you to participate. Participation in NAEP can become one of your building blocks for motivating students to contribute to the greater good as they model productive and faith-based lives. Our goal is 100 percent school participation, and I am counting on you to help us reach that goal.

If you have questions or concerns about participating in NAEP, please contact [private school organization contact person and contact information] OR Mary Erbe at 502-459-0478 or maryerbe@naepmail.westat.com.

Sincerely,

[Name]
Private School Organization
Title

Appendix D2-11: NAEP 2021 Parent/ Guardian Notification Letters, Private School

NAEP 2021 PARENT/GUARDIAN NOTIFICATION LETTER PRIVATE SCHOOL

Grade 8-civics and U.S. history assessments

(School Letterhead)

(Insert Date Here)

Dear Parent or Guardian:

We are pleased to notify you that (school name) has been selected to represent private schools across the nation by participating in the National Assessment of Educational Progress (NAEP) on (date). NAEP is the largest nationally representative and continuing assessment of what students in public and private schools know and can do in various subjects. It is administered by the National Center for Education Statistics, within the U.S. Department of Education. NAEP is different from state and school assessments because it provides a common measure of student achievement across the country. The results are released as The Nation's Report Card, which provides information about student achievement to educators, parents, policymakers, and the public.

Your child (will/may) take an assessment in civics or U.S. history. In addition to subject-area questions, students voluntarily complete NAEP survey questions. The questions provide valuable information about participating students' educational experiences and opportunities to learn both in and out of the classroom. More information is available at <https://nces.ed.gov/nationsreportcard/parents> under the section "What Questions Are on the Test?"

The assessment takes approximately two hours for most students, including transition time and directions.

The information collected is used for statistical purposes only.

- Your child's grades will not be affected.
- Students may be excused for any reason, are not required to complete the assessment, and may skip any question.
- Although the assessment is voluntary, NAEP depends on student participation to help policymakers improve education. However, if you do not want your child to participate, please notify me in writing by (date).

There is no need to study in preparation for NAEP, but please encourage your child to do his or her best. A brochure that explains what participation in NAEP means for you and your child is available at <https://nces.ed.gov/nationsreportcard/pdf/parents/2012469.pdf>. Contact (name) at (telephone number) or at (email address) if you have any questions. To learn more about private school participation in NAEP, visit https://nces.ed.gov/nationsreportcard/participating/private_nonpublic.aspx.

We are excited that our school is participating in NAEP. We know that (school name)'s students will show what our nation's students in private schools know and can do.

Sincerely,

School Principal

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about participants. Electronic submission of participant's information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

**NAEP 2021 PARENT/GUARDIAN NOTIFICATION LETTER PRIVATE SCHOOL
Grades 4 and 8-mathematics and reading assessments-ONE SUBJECT**

(School Letterhead)

(Insert Date Here)

Dear Parent or Guardian:

We are pleased to notify you that (school name) has been selected to represent private schools across the nation by participating in the National Assessment of Educational Progress (NAEP) on (date). NAEP is the largest nationally representative and continuing assessment of what students in public and private schools know and can do in various subjects. It is administered by the National Center for Education Statistics, within the U.S. Department of Education. NAEP is different from state and school assessments because it provides a common measure of student achievement across the country. The results are released as The Nation's Report Card, which provides information about student achievement to educators, parents, policymakers, and the public.

Your child (will/may) take an assessment in mathematics or reading. In addition to subject-area questions, students voluntarily complete NAEP survey questions. The questions provide valuable information about participating students' educational experiences and opportunities to learn both in and out of the classroom. More information is available at <https://nces.ed.gov/nationsreportcard/parents> under the section "What Questions Are on the Test?"

The assessment takes approximately 2 hours for most students, including transition time and directions.

The information collected is used for statistical purposes only.

- Your child's grades will not be affected.
- Students may be excused for any reason, are not required to complete the assessment, and may skip any question.
- Although the assessment is voluntary, NAEP depends on student participation to help policymakers improve education. However, if you do not want your child to participate, please notify me in writing by (date).

There is no need to study in preparation for NAEP, but please encourage your child to do his or her best. A brochure that explains what participation in NAEP means for you and your child is available at <https://nces.ed.gov/nationsreportcard/pdf/parents/2012469.pdf>. Contact (name) at (telephone number) or at (email address) if you have any questions. To learn more about private school participation in NAEP, visit https://nces.ed.gov/nationsreportcard/participating/private_nonpublic.aspx.

We are excited that our school is participating in NAEP. We know that (school name)'s students will show what our nation's students in private schools know and can do.

Sincerely,

School Principal

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about participants. Electronic submission of participant's information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

Appendix D2-12: NAEP 2021 Parent/ Guardian Notification Letters

NAEP 2021 PARENT/GUARDIAN NOTIFICATION LETTER

Civics & U.S. History Assessments

(School Letterhead)

(Insert Date Here)

Dear Parent or Guardian:

(School name) will participate in the National Assessment of Educational Progress (NAEP) on (date). NAEP is the largest nationally representative and continuing assessment of what students know and can do in various subjects. NAEP is administered by the National Center for Education Statistics, within the U.S. Department of Education. NAEP is different from our state assessments because it is a common measure of achievement across the country. The results are released as The Nation's Report Card, which provides information about student achievement to educators, parents, policymakers, and the public.

Your child (will/may) take a civics or U.S. history assessment. In addition to subject-area questions, students voluntarily complete NAEP survey questions. The questions provide valuable information about participating students' educational experiences and opportunities to learn both in and out of the classroom. More information about NAEP survey questions is available at <https://nces.ed.gov/nationsreportcard/parents> under the section "What Questions Are on the Test?"

The assessment takes approximately 2 hours for most students, including transition time and directions.

The information collected is used for statistical purposes only.

- Your child's grades will not be affected.
- Students may be excused for any reason, are not required to complete the assessment, and may skip any question.
- While the assessment is voluntary, NAEP depends on student participation to help policymakers improve education. However, if you do not want your child to participate, please notify me in writing by (date).

There is no need to study in preparation for NAEP, but please encourage your child to do his or her best. A brochure that explains what participation in NAEP means for you and your child is available at <http://nces.ed.gov/nationsreportcard/pdf/parents/2012469.pdf>. Contact (name) at (telephone number) or at (email address) if you have any questions.

We are excited that our school is participating in NAEP. We know that (school name)'s students will show what our nation's students know and can do.

Sincerely,

(School Principal's Name)

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about participants. Electronic submission of participant's information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

NAEP 2021 PARENT/GUARDIAN NOTIFICATION LETTER

Mathematics & Reading Assessments

(School Letterhead)

(Insert Date Here)

Dear Parent or Guardian:

(School name) will participate in the National Assessment of Educational Progress (NAEP) on (date). NAEP is the largest nationally representative and continuing assessment of what students know and can do in various subjects. NAEP is administered by the National Center for Education Statistics, within the U.S. Department of Education. NAEP is different from our state assessments because it is a common measure of achievement across the country. The results are released as The Nation's Report Card, which provides information about student achievement to educators, parents, policymakers, and the public.

Your child (will/may) take a mathematics or reading assessment. In addition to subject-area questions, students voluntarily complete NAEP survey questions. The questions provide valuable information about participating students' educational experiences and opportunities to learn both in and out of the classroom. More information about NAEP survey questions is available at <https://nces.ed.gov/nationsreportcard/parents> under the section "What Questions Are on the Test?"

The assessment takes approximately 2 hours for most students, including transition time and directions.

The information collected is used for statistical purposes only.

- Your child's grades will not be affected.
- Students may be excused for any reason, are not required to complete the assessment, and may skip any question.
- While the assessment is voluntary, NAEP depends on student participation to help policymakers improve education. However, if you do not want your child to participate, please notify me in writing by (date).

There is no need to study in preparation for NAEP, but please encourage your child to do his or her best. A brochure that explains what participation in NAEP means for you and your child is available at <http://nces.ed.gov/nationsreportcard/pdf/parents/2012469.pdf>. Contact (name) at (telephone number) or at (email address) if you have any questions.

We are excited that our school is participating in NAEP. We know that (school name)'s students will show what our nation's students know and can do.

Sincerely,

(School Principal's Name)

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about participants. Electronic submission of participant's information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

Appendix D2-13: 2021 State Guide to NAEP Participation

Front Cover

2021 State Guide to NAEP Participation

Page One Body

The National Assessment of Educational Progress (NAEP), often called The Nation's Report Card, is the largest nationally representative and continuing assessment of what students in the United States know and are able to do in various subjects. Since 1969, NAEP has been a common measure of student achievement across the country in mathematics, reading, science, writing, and many other subjects. Depending on the assessment, NAEP report cards provide national, state, and some district-level results, as well as results for different demographic groups. Federal and state policymakers, educators, and researchers use NAEP results to assess student progress and develop ways to improve education across the country and ensure that all students have the opportunity to succeed.

NAEP is a congressionally mandated project administered by the National Center for Education Statistics (NCES), located within the U.S. Department of Education's Institute of Education Sciences.

Page Two Footer

This publication provides an overview of the NAEP 2021 assessments for state officials to promote understanding of the activities that will take place during the assessment cycle.

Additional information on the NAEP program and its data collection process is available from NAEP State Coordinators and through the NAEP website at <http://nces.ed.gov/nationsreportcard>.

Pages Two-Three Body

NAEP State Participation

Since its inception, NAEP has been a partnership between the federal government and the states, and states have continued to support NAEP national assessments through their schools' participation. In 1990, NAEP was administered at the state level for the first time. Since then, states have had the opportunity to receive results in mathematics, reading, science, and writing at grades 4 and 8, allowing for comparisons over time to the nation and other states. Beginning in 2003, all states have participated in the state NAEP mathematics and reading assessments at grades 4 and 8.

The NAEP 2021 Assessment Program

The 2021 NAEP program will include digitally based assessments, administered on tablets, in mathematics and reading at grades 4 and 8 and civics and U.S. history at grade 8 only. The 2021 program will also include paper-based long-term trend assessments in mathematics and reading at age 17. NAEP representatives will bring all necessary materials and equipment to schools. Schools will not need to provide internet access.

In 2021, state-level data will be collected in mathematics and reading assessments at grades 4 and 8. Under the Elementary and Secondary Education Act Reauthorization of 2001 and continuing with the Every Student Succeeds Act (ESSA), which was signed into law in December 2015, state applications for Title I funds must include an assurance that states will participate in the biennial NAEP mathematics and reading assessments at grades 4 and 8 and that state results will be reported.

Twenty-seven districts will participate in the NAEP Trial Urban District Assessment (TUDA) in mathematics and reading in grades 4 and 8. A primary goal of NAEP TUDA is to focus attention on urban education by measuring what students in the nation's largest urban districts know and can do in mathematics and reading.

Additional information about the NAEP program and the data collection process is available from your state's NAEP State Coordinator and through the NAEP website at <http://nces.ed.gov/nationsreportcard>.

Page Four Body

School and Student Participation

The NAEP 2021 state assessments will be administered to representative state samples of public school students in grades 4 and 8. States that have districts participating in NAEP TUDA will have more schools and students added to their

samples in order to ensure a representative TUDA sample.

The NAEP contractor responsible for sampling and data collection will draw the sample for each state from the Common Core of Data (CCD), an NCES program that annually collects fiscal and other data about all public schools, public school districts, and state education agencies in the United States. The NAEP State Coordinator ensures the list of schools is current. As appropriate, demographic variables of racial and ethnic composition, type of school location, and school achievement on state assessments are used to help define which schools are selected within each state.

Within selected schools, students are randomly selected from a list of all students enrolled in the grade(s) to be assessed. The NAEP contractor works directly with the NAEP state and district coordinators on the submission of the student lists.

Parent Notification

Federal law requires that parents or legal guardians of students selected for the NAEP sample be notified about the assessment and informed that they may choose not to allow their children to participate. NAEP State Coordinators are responsible for ensuring that districts or schools provide this information to all parents of students selected to participate in NAEP. Sample letters will be provided to NAEP State Coordinators for tailoring to state needs.

NAEP 2021 Mathematics and Reading Assessment Content

Each NAEP assessment is based on a framework that describes the specific knowledge and skills that should be assessed. The National Assessment Governing Board oversees the creation of NAEP frameworks, with input from subject matter experts, practitioners, and members of the general public—including researchers, educators, business leaders, and policymakers. NAEP frameworks also describe the types of questions that should be included and how they should be designed and scored. NAEP frameworks are available at the National Assessment Governing Board website at <https://www.nagb.gov>.

The mathematics framework for NAEP 2021 is the same framework that has been used since 2005 for mathematics assessments at grades 4 and 8. This framework, approved by the National Assessment Governing Board, replaces the framework first used for the 1990 mathematics assessment and subsequent mathematics assessments through 2005. Trends in student performance for participating states can be measured since 1992 for grade 4 and 1990 for grade 8.

The mathematics framework calls for questions based on five content areas: number properties and operations; measurement; geometry; data analysis, statistics, and probability; and algebra. Questions are also categorized according to mathematical complexity (low, moderate, or high), which describes what level of cognitive demand is required for students to answer each question correctly.

Students respond to both multiple-choice and constructed-response questions designed to assess the framework objectives.

The reading framework for NAEP 2021 is the same framework that has been used since the 2009 reading assessments at grades 4 and 8. This is the second reading framework approved by the National Assessment Governing Board and replaces the framework first used for the 1992 reading assessment and subsequent reading assessments through 2007. Trends in state achievement for participating states can be measured since 1992 for grades 4 and 8.

The reading framework specifies two types of texts be included on the assessment: literary texts and informational texts. The framework also specifies that vocabulary knowledge will be assessed. Vocabulary items function both as a measure of passage comprehension and as a test of readers' understanding of how the text influences the meaning of the word. The framework also specifies three cognitive targets, or behaviors and skills, for items from both literary and informational texts: locate/recall, integrate/interpret, and critique/evaluate. To measure these cognitive skills, students respond to both multiple-choice and constructed-response items.

Page Five Body

NAEP Reports and Release of Results

Prior to NCES's release of the NAEP 2021 national and state results, NAEP State Coordinators will receive selected data

for review, which will include inclusion rates and demographic data. Because state participation is mandatory for the mathematics and reading assessments at grades 4 and 8, no formal approval process is required for results to be published; a state is deemed to have given its permission to release its results if the state has submitted an application for Title I funds.

Results for each participating state will be analyzed and reported in a manner that permits comparisons both over time and to other participating states and the nation. To prepare for the release, NCES works with NAEP State Coordinators to analyze the data and assist in understanding the results.

The National Assessment Governing Board facilitates the initial public release of NAEP reports and determines the date and time for the release. To assist state participation in the release of the results, each state will be given the date and time of the national release so that state releases can be coordinated with the release of national and state NAEP results.

States may prepare and release reports of their state NAEP results either concurrently with or subsequent to the official public release.

All assessment results are embargoed until the time of the national release of the NAEP data by the NCES commissioner. This means that no individual or party may share or disclose NAEP results prior to the initial public release of NAEP reports by NCES.

For More Information

For more information about participating in the 2021 state assessment program, contact your NAEP State Coordinator and/or Gina Broxterman (Gina.Broxterman@ed.gov), Assessment Division, NCES (202-245-7791). Further information about NAEP is available at <http://nces.ed.gov/nationsreportcard> and <http://www.nationsreportcard.gov>. Information about the National Assessment Governing Board is available at <http://www.nagb.gov>.

Page Five Footer

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Released questions from previous assessments are available online by using the NAEP Questions Tool at <https://nces.ed.gov/nationsreportcard/nqt>. NAEP Item Maps can also be examined at the NAEP website at <https://www.nationsreportcard.gov/itemmaps>.

Back Cover

National Center for Education Statistics (NCES) is authorized to conduct NAEP by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) and to collect students' education records from education agencies or institutions for the purposes of evaluating federally supported education programs under the Family Educational Rights and Privacy Act (FERPA, 34 CFR §§ 99.31(a)(3)(iii) and 99.35). All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). By law, every NCES employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about participants. Electronic submission of participant's information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

This publication was prepared for the National Assessment of Educational Progress by Hager Sharp under contract GS-23F-0024M.

Appendix D2-14: 2021 Trial Urban District Assessment (TUDA) Guide to NAEP Participation

Front Cover

2021 Trial Urban District Assessment (TUDA) Guide to NAEP Participation

Page Two Body

The National Assessment of Educational Progress (NAEP), often called The Nation’s Report Card, is the largest nationally representative and continuing assessment of what students in the United States know and are able to do in various subjects. Since 1969, NAEP has been a common measure of student achievement across the country in mathematics, reading, science, writing, and many other subjects. Depending on the assessment, NAEP report cards provide national, state, and district-level results for a select set of districts. NAEP also provides results for different demographic groups. Federal and state policymakers, educators, and researchers use NAEP results to assess student progress and develop ways to improve education across the country and ensure that all students have the opportunity to succeed.

NAEP is a congressionally mandated project administered by the National Center for Education Statistics (NCES), located within the U.S. Department of Education’s Institute of Education Sciences.

Page Three Body

The Trial Urban District Assessment (TUDA), a program within NAEP, uses the NAEP assessment to measure the performance of public school students at the district level. In 2001, after discussion with NCES, the National Assessment Governing Board, and the Council of the Great City Schools (CGCS), Congress appropriated funds for a district-level NAEP assessment on a trial basis. Data collected from the TUDA districts allow for comparisons with other participating districts, as well as with states and the nation.

In collaboration with NCES and CGCS, the National Assessment Governing Board invites districts that meet certain selection criteria to volunteer to participate in TUDA. Selection criteria are based on district size, percentages of African American or Hispanic students, and percentages of students eligible for the free and reduced-price lunch program.

The TUDA program has grown from six urban districts participating in the 2002 assessments to 27 districts participating in 2020.

Information about the TUDA program is available through the NAEP website at <https://nces.ed.gov/nationsreportcard/tuda/>.

The NAEP 2021 Assessment Program

The 2021 NAEP program will include digitally based assessments, administered on tablets, in mathematics and reading at grades 4 and 8 and civics and U.S. history at grade 8 only. District-level results will be reported for the mathematics and reading assessments only. The majority of students will only be assessed in one subject. However, some schools selected for mathematics and reading at grades 4 and 8 will participate in a new, innovative assessment design. For schools participating in this new design, some students will answer questions in either mathematics or reading, and some students will answer questions in both subjects. NAEP representatives will bring all necessary materials and equipment to schools. Schools will not need to provide internet access.

For more information on the new assessment design, visit <https://nces.ed.gov/nationsreportcard/about/advancements.aspx>.

Page Three Footer

This publication provides an overview of the NAEP 2021 assessments for district officials to promote understanding of the activities that will take place during the assessment cycle.

Additional information on the NAEP program and the data collection process is available through your TUDA Coordinator and the NAEP website at <https://nces.ed.gov/nationsreportcard>.

Page Four Body

School and Student Participation

The NAEP 2021 TUDA assessments will be administered to representative district samples of public school students in grades 4 and 8.

The NAEP contractor responsible for sampling and data collection will draw the sample for each state from the Common Core of Data (CCD), an NCES program that annually collects fiscal and other data about all public schools, public school districts, and state education agencies in the United States. The NAEP TUDA Coordinator ensures the list of schools is current. As appropriate, demographic variables of racial and ethnic composition, type of school location, and school achievement on state assessments are used to help define which schools are selected within each state.

Within selected schools, students are randomly selected from a list of all students enrolled in the grade(s) to be assessed. The NAEP contractor works directly with the NAEP state and district coordinators on the submission of the student lists.

Parent Notification

Federal law requires that parents or legal guardians of students selected for the NAEP sample be notified about the assessment and informed that they may choose not to allow their children to participate. NAEP State and TUDA Coordinators are responsible for ensuring that districts or schools provide this information to all parents of students selected to participate in NAEP. Sample letters will be provided to NAEP State and TUDA Coordinators for tailoring to state and district needs.

NAEP 2021 Mathematics and Reading Assessment Content

Each NAEP assessment is based on a framework that describes the specific knowledge and skills that should be assessed. The National Assessment Governing Board oversees the creation of NAEP frameworks, with input from subject matter experts, practitioners, and members of the general public—including researchers, educators, business leaders, and policymakers. NAEP frameworks also describe the types of questions that should be included and how they should be designed and scored. NAEP frameworks are available at the National Assessment Governing Board website at <https://www.nagb.gov>.

The mathematics framework for NAEP 2021 is the same framework that has been used since 2005 for mathematics assessments at grades 4 and 8. This framework, approved by the National Assessment Governing Board, replaces the framework first used for the 1990 mathematics assessment and subsequent mathematics assessments through 2005. Trends in student performance for participating states can be measured since 1992 for grade 4 and 1990 for grade 8.

The mathematics framework calls for questions based on five content areas: number properties and operations; measurement; geometry; data analysis, statistics, and probability; and algebra. Questions are also categorized according to mathematical complexity, which describes what level of cognitive demand (low, moderate, or high) is required for students to answer each question correctly.

Students respond to both multiple-choice and constructed-response questions designed to assess the framework objectives.

The reading framework for NAEP 2021 is the same framework that has been used since the 2009 reading assessments at grades 4 and 8. This is the second reading framework approved by the National Assessment Governing Board and replaces the framework first used for the 1992 reading assessment and subsequent reading assessments through 2007. Trends in state achievement for participating states can be measured since 1992 for grades 4 and 8.

The reading framework specifies two types of texts be included on the assessment: literary texts and informational texts. The framework also specifies that vocabulary knowledge will be assessed. Vocabulary items function both as a measure of passage comprehension and as a test of readers' understanding of how the text influences the meaning of the word. The framework also specifies three cognitive targets, or behaviors and skills, for items from both literary and informational texts: locate/recall, integrate/interpret, and critique/evaluate. To measure these cognitive skills, students respond to both multiple-choice and constructed-response items.

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NAEP Reports and Release of Results

Prior to NCES's release of the NAEP 2021 national and state results, NAEP TUDA Coordinators will receive selected data for review, which will include inclusion rates and demographic data. Districts give permission to release their district results in mathematics and reading at grades 4 and 8 when they agree to participate as a TUDA district for 2021.

Results for each participating district will be analyzed and reported in a manner that permits comparisons both over time and to other participating states and the nation. To prepare for the release, NCES works with NAEP TUDA Coordinators to analyze the data and assist in understanding the results.

The National Assessment Governing Board facilitates the initial public release of NAEP reports and determines the date and time for the release. To assist district participation in the release of the results, each district will be given the date and time of the national release so that district releases can be coordinated with the release of TUDA results.

Districts may prepare and release reports of their district NAEP results either concurrently with or subsequent to the official public release.

All assessment results are embargoed until the time of the national release of the NAEP data by the NCES commissioner. This means that no individual or party may share or disclose NAEP results prior to the initial public release of NAEP reports by NCES.

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For More Information

Information about NAEP is available at <https://nces.ed.gov/nationsreportcard> and <https://www.nationsreportcard.gov>.

Information about the National Assessment Governing Board is available at <https://www.nagb.gov>.

Contact your NAEP TUDA Coordinator and/or Gina Broxterman (Gina.Broxterman@ed.gov), Assessment Division, NCES (202-245-7791) for more information about participating in the 2021 TUDA program.

Page Seven Footer

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Released questions from previous assessments are available online by using the NAEP Questions Tool at <https://nces.ed.gov/nationsreportcard/nqt>. NAEP Item Maps can also be examined at the NAEP website at <https://www.nationsreportcard.gov/itemmaps>.

Back Cover

The information each student provides will be used for statistical purposes only. In accordance with the Confidential Information Protection provisions of Title V, Subtitle A, Public Law 107-347 and other applicable Federal laws, student responses will be kept confidential and will not be disclosed in identifiable form to anyone other than employees or agents. By law, every National Center for Education Statistics (NCES) employee as well as every NCES agent, such as contractors and NAEP coordinators, has taken an oath and is subject to a jail term of up to 5 years, a fine of \$250,000, or both if he or she willfully discloses ANY identifiable information about students. Electronic submission of student information will be monitored for viruses, malware, and other threats by Federal employees and contractors in accordance with the Cybersecurity Enhancement Act of 2015. The collected information will be combined across respondents to produce statistical reports.

This publication was prepared for the National Assessment of Educational Progress by Westat under contract ED-IES-13-C-0020.

Appendix D2-15: 2021 NCES Letter to Chiefs

March XX, 2020

Addressee's Name
Company or Office
Address
Address2
City, State ZIP

Dear NAME:

On February XXth you received a letter from the National Center for Education Statistics (NCES) Commissioner, Dr. James "Lynn" Woodworth outlining the upcoming activities of the NCES programs including the National Assessment of Educational Progress (NAEP) and the Progress in International Reading Literacy Study (PIRLS). This letter contains further information about the NAEP and PIRLS assessments, studies and reports planned for the upcoming year.

In 2021, the following assessments will be administered:

Assessment	Subject	Grade or Age Level	Administration Window
NAEP	Reading and Mathematics	4, 8	January - March 2021
NAEP	U.S. History and Civics	8	January - March 2021
PIRLS	Reading	4	April - May 2021

Under the Every Student Succeeds Act of 2015, state/district applications for Title I funds must include an assurance that the state/district will participate in the biennial NAEP mathematics and reading assessments at grades 4 and 8; U.S. History and civics assessments are voluntary. NCES will also conduct pilot testing of items for future assessments and carry out research studies. **The 2021 NAEP assessments will be administered January 25, 2021 through March 5, 2021.**

In July 2019, NCES and the National Assessment Governing Board (NAGB) held a series of outreach calls with states to share the assessment schedule for NAEP and to describe an innovative design for NAEP that would allow NCES to increase efficiencies, reduce costs and reduce overall burden on schools for the nation, states and Trial Urban districts (TUDA). To ensure maintenance of trend reporting for NAEP,

the goal is to move to a full implementation of this new design in NAEP 2023, while studying the transition in 2021. Most students in your state (approximately 75% of schools) will continue to take the NAEP assessment as historically

administered. NAEP field staff will administer two sessions of 25 students. Students will spend approximately 120 minutes on the assessments including time for student survey questions regarding their experiences.

For schools selected to participate using the new design (approximately 25% of schools) some students will answer questions in only mathematics or reading, and other students will answer questions in both subjects. Including transition time, directions and tutorials, a break, and the completion of survey questions, it takes approximately 180 minutes for students to complete the assessment. NAEP staff will conduct the assessment in just one session with 40 students in each school. This new design will allow NCES to assess fewer schools and students and spend less time in individual schools.

PIRLS is an international assessment that has measured trends in reading achievement at grade 4 since 2001. PIRLS 2021 will be transitioning to a completely electronic administration on a tablet with a keyboard. Some students will take PIRLS on paper in order to bridge to the new digital assessment.

We will continue to update your NAEP State Coordinator on all related NAEP and international assessment activities. Also, for your information we have included a one-page chart of the activities currently taking place in your state for the 2021 NCES assessments.

We appreciate your participation and wish you a successful school year! If you have any questions or if you would like additional information about the assessments, please contact Holly Spurlock, Branch Chief, Assessment Operations, at holly.spurlock@ed.gov or (202) 245-7132 or Gina Broxterman at gina.broxterman@ed.gov or (202) 245-7791. Further information is also available through the NAEP website at www.nationsreportcard.gov.

Thank you for your continued support of NCES studies.

Sincerely,

Peggy Carr, Ph.D.
Associate Commissioner
National Center for Education Statistics

Appendix D2-16: Thank You for Your Participation Letter

Dear XXXX,

Thank you for your contribution to the 2021 National Assessment of Educational Progress (NAEP).

It is important for you to know that the hard work of your school, teachers, and students informs the national dialogue about what students know and can do, as well as the context in which they learn. Therefore, we wanted to take this opportunity to acknowledge that NAEP's continued success could not happen without your dedicated contribution to this national effort.

Thank you for your continued support of NAEP and the work that you do to make such an impact on educating the nation's students, today and in the future. We look forward to continuing our collaborative efforts during future NAEP assessments.

Sincerely,

Peggy G. Carr, Ph.D.
Associate Commissioner, Assessment Division
National Center for Education Statistics

Appendix D2-1-S-PR (Spanish version): NAEP 2021 Facts for Districts, Puerto Rico

Page One Sidebar

NAEP es una parte esencial de la educación en Estados Unidos y Puerto Rico.

- Los funcionarios electos, los legisladores y los educadores usan los resultados de NAEP para desarrollar maneras de mejorar la educación.
- NAEP es un proyecto autorizado por el Congreso y administrado por el Centro Nacional para Estadísticas de la Educación, parte del Departamento de Educación de Estados Unidos y el Instituto de Ciencias de la Educación.
- NAEP desempeña un papel diferente al de las evaluaciones estatales. Si bien cada estado tiene su propia y única evaluación, con diferentes estándares de contenido, la misma evaluación NAEP se administra en cada estado, proporcionando una medida común de los logros de los estudiantes.
- Dependiendo del tipo de evaluación NAEP que se administre, los datos se pueden usar para comparar y entender el rendimiento de grupos demográficos dentro de su estado, en el país, y en otros estados. NAEP no está diseñada para recolectar o informar los resultados individuales de ningún estudiante, clase o escuela.
- A los estudiantes, maestros y directores que participan en NAEP se les pide que completen cuestionarios que proporcionan una mayor comprensión de las experiencias educativas y de los factores que podrían estar relacionados con el aprendizaje estudiantil.

Page One Body

"NAEP es la única evaluación que proporciona medio siglo de datos de rendimiento para medir lo que los estudiantes saben y pueden hacer. Las tendencias estatales y nacionales orientan las discusiones de programas y políticas locales, estatales y nacionales que mejoran la enseñanza y el aprendizaje".

- David Atherton, Doctor en educación, Clear Creek Middle School, Gresham, Oregón

¿Qué es NAEP?

La Evaluación Nacional del Progreso Educativo (NAEP, por sus siglas en inglés) es la evaluación continua y nacionalmente representativa más grande que mide lo que los estudiantes de nuestro país saben y pueden hacer en diferentes materias, tales como educación cívica, matemáticas, lectura e historia de Estados Unidos. Los resultados de NAEP se publican en un informe llamado la Libreta de Calificaciones de la Nación. NAEP requiere que Puerto Rico participe solo en la evaluación de matemáticas. El Departamento de Educación de los Estados Unidos eximió a Puerto Rico de participar en la evaluación de lectura, ya que esta mide la capacidad de un estudiante para leer inglés, sin embargo, el español es el idioma de instrucción en Puerto Rico.

¿Qué pueden esperar los distritos?

El personal del distrito desempeña un papel fundamental en NAEP. Los superintendentes y el personal del distrito pueden trabajar de cerca con los directores para explicarles la importancia de la evaluación a los maestros y estudiantes que van a participar. Cuando los estudiantes participan en la evaluación y hacen su mejor esfuerzo, los resultados de NAEP brindan la medición más exacta posible de los logros de los estudiantes en todo el país.

Los resultados se publicarán a nivel nacional, y estatal para las evaluaciones de matemáticas de 4.º y 8.º grado. El día de la evaluación los representantes de NAEP llevarán a las escuelas todos los materiales y equipos necesarios, incluyendo tabletas con teclados. Las escuelas únicamente tendrán que proporcionar espacio para que los estudiantes tomen la evaluación, pupitres o mesas, y una cantidad adecuada de enchufes eléctricos en el lugar de la evaluación; las escuelas no tienen que proporcionar acceso a Internet.

Para más información acerca de NAEP, visite www.nces.ed.gov/nationsreportcard/puertorico/.

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NAEP se administró por primera vez en 1969 para medir el rendimiento estudiantil a nivel nacional. En 1990, NAEP se administró a nivel estatal por primera vez. Actualmente se evalúa a los estudiantes de 4.º y 8.º grado a nivel nacional y estatal en matemáticas y lectura cada 2 años, y en otras materias de manera periódica.

¿Por qué a NAEP se le considera el estándar de oro? Desde el desarrollo de los marcos teóricos y las preguntas de la evaluación hasta la publicación de los resultados, NAEP ofrece una alta calidad técnica y representa las mejores ideas de especialistas de evaluación y de contenido, del personal estatal de educación y de maestros de todo el país. NAEP es un recurso confiable que mide el progreso estudiantil y que contribuye a informar la toma de decisiones sobre políticas que mejoren la educación de Estados Unidos y Puerto Rico.

¿Cómo se informan los resultados de NAEP? NAEP informa los resultados de distintos grupos demográficos en vez de los resultados individuales de estudiantes o escuelas. En una escuela, solamente algunos de los estudiantes participan y las respuestas de los estudiantes se combinan con las de otros estudiantes participantes para producir los resultados.

¿Cómo se seleccionan las escuelas y los estudiantes para NAEP? Un proceso de muestreo cuidadosamente diseñado garantiza que las escuelas y los estudiantes seleccionados para NAEP representan a todas las escuelas y estudiantes en Estados Unidos y Puerto Rico. Para asegurar que la muestra represente a todos los estudiantes en las escuelas del país, NAEP permite una gran variedad de acomodados para estudiantes con impedimentos y estudiantes con limitaciones lingüísticas en español.

¿Qué pueden esperar los maestros y los estudiantes? NAEP está diseñada de tal manera que la interrupción de la instrucción es mínima. El tiempo total fuera del aula será aproximadamente 2 horas para los estudiantes que completen solo una materia. Esto incluye el tiempo de transición, instrucciones y tutoriales y el contestar un cuestionario de contexto. Los maestros no tienen que preparar a sus estudiantes para que tomen la evaluación, pero sí deben motivarlos a que hagan su mejor esfuerzo. Los representantes de NAEP les brindan un gran apoyo a las escuelas de su distrito al trabajar con el coordinador escolar designado para organizar las actividades de la evaluación.

Visite la página web de NAEP en <http://nces.ed.gov/nationsreportcard/puertorico> para ver esta y más información.

El Centro Nacional para Estadísticas de la Educación (NCES, por sus siglas en inglés) está autorizado por la Ley de Autorización para la Evaluación Nacional del Progreso Educativo (20 U.S.C. §9622) para administrar NAEP y para recopilar los expedientes educativos de los estudiantes de agencias o instituciones educativas con el propósito de evaluar programas de educación apoyados por el gobierno federal conforme a la Ley de Derechos Educativos y Privacidad Familiar (FERPA, por sus siglas en inglés; 34 CFR §§ 99.31(a)(3)(iii) y 99.35). Toda la información que proporcionen los participantes podrá usarse únicamente con fines estadísticos y no podrá darse a conocer o usarse ni para identificarlos ni para cualquier otro propósito salvo aquel requerido legalmente (20 U.S.C. §9573 and 6 U.S.C. §151). Por ley, todos los empleados de NCES al igual que todo representante del mismo, tales como contratistas y coordinadores de NAEP, han hecho un juramento y están sujetos a encarcelamiento hasta por 5 años, una multa de hasta \$250,000 dólares o ambas cosas, si intencionadamente dan a conocer CUALQUIER información de identificación de los participantes. El envío de información de los participantes por vía electrónica será monitoreado por empleados y contratistas federales para detectar virus, programas maliciosos (malware) y otras amenazas conforme a la Ley de Mejoramiento de la Seguridad Cibernética de 2015. La información recolectada se combinará para elaborar informes estadísticos.

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Esta publicación fue preparada para la Evaluación Nacional del Progreso Educativo por Hager Sharp bajo contrato (GS-23F-0024M) para el Centro Nacional de Estadísticas de la Educación, Departamento de Educación de Estados Unidos.

Appendix D2-2-S-PR (Spanish version): NAEP 2021 Facts for Principals, Puerto Rico

NAEP 2021

Información general para los directores

4.º y 8.º grado Matemáticas

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- A los estudiantes, maestros y directores que participan en NAEP se les pide que completen cuestionarios que proporcionan una mayor comprensión de las experiencias educativas y de los factores que podrían estar relacionados con el aprendizaje estudiantil.

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“NAEP es la única evaluación que proporciona medio siglo de datos de rendimiento para medir lo que los estudiantes saben y pueden hacer. Las tendencias estatales y nacionales orientan las discusiones de programas y políticas locales, estatales y nacionales que mejoran la enseñanza y el aprendizaje ”.

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¿Qué pueden esperar los directores y las escuelas?

NAEP está diseñada de tal manera que la interrupción de la instrucción será mínima y los representantes de NAEP le brindarán un gran apoyo a su escuela en el día de la evaluación. Como directores, ustedes hacen una contribución importante al programa al seleccionar y facultar al coordinador escolar de NAEP, al reunirse con los maestros y estudiantes participantes y al animar a sus estudiantes a participar y a que hagan su mejor esfuerzo. Ustedes son aliados fundamentales para NAEP. Cuando los estudiantes participan en la evaluación y hacen su mejor esfuerzo, los resultados de NAEP proporcionan la medición más exacta posible del rendimiento estudiantil en todo el país.

En el 2021, la evaluación de matemáticas de NAEP se administrará en tabletas a los estudiantes de 4º y 8º grado. El día de la evaluación los representantes de NAEP llevarán a las escuelas todos los materiales y equipos necesarios, incluyendo las tabletas con teclados. Las escuelas únicamente tendrán que proporcionar espacio para que los

estudiantes tomen la evaluación, pupitres o mesas, y una cantidad adecuada de enchufes eléctricos en el lugar de la evaluación; las escuelas no tienen que proporcionar acceso a Internet.

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¿Qué pueden esperar los maestros y estudiantes? NAEP está diseñada de tal manera que la interrupción de la instrucción es mínima. Incluyendo el tiempo de transición, las instrucciones y tutoriales y el contestar un cuestionario de contexto, a los estudiantes les toma aproximadamente 2 horas completar la evaluación. Los maestros no tienen que preparar a sus estudiantes para que tomen la evaluación, pero sí deben motivarlos a que hagan su mejor esfuerzo. Los representantes de NAEP le brindan un gran apoyo a su escuela al trabajar con el coordinador escolar designado para organizar las actividades de la evaluación.

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El Centro Nacional para Estadísticas de la Educación (NCES, por sus siglas en inglés) está autorizado por la Ley de Autorización para la Evaluación Nacional del Progreso Educativo (20 U.S.C. §9622) para administrar NAEP y para recopilar los expedientes educativos de los estudiantes de agencias o instituciones educativas con el propósito de evaluar programas de educación apoyados por el gobierno federal conforme a la Ley de Derechos Educativos y Privacidad Familiar (FERPA, por sus siglas en inglés; 34 CFR §§ 99.31(a)(3)(iii) y 99.35). Toda la información que proporcionen los participantes podrá usarse únicamente con fines estadísticos y no podrá darse a conocer o usarse ni para identificarlos ni para cualquier otro propósito salvo aquel requerido legalmente (20 U.S.C. §9573 and 6 U.S.C. §151). Por ley, todos los empleados de NCES al igual que todo representante del mismo, tales como contratistas y coordinadores de NAEP, han hecho un juramento y están sujetos a encarcelamiento hasta por 5 años, una multa de hasta \$250,000 dólares o ambas cosas, si intencionadamente dan a conocer CUALQUIER información de identificación de los participantes. El envío de información de los participantes por vía electrónica será monitoreado por empleados y contratistas federales para detectar virus, programas maliciosos (malware) y otras amenazas conforme a la Ley de Mejoramiento de la Seguridad Cibernética de 2015. La información recolectada se combinará para elaborar informes estadísticos.

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Esta publicación fue preparada para la Evaluación Nacional del Progreso Educativo por Hager Sharp bajo contrato (GS-23F-0024M para el Centro Nacional de Estadísticas de la Educación, Departamento de Educación de Estados Unidos.

Appendix D2-3-S-PR (Spanish version): NAEP 2021 Notification Letter from Chief State School Officer to District Superintendent, Puerto Rico

**Carta de notificación a comienzos de agosto sobre NAEP 2021 del
SECRETARIO DE EDUCACIÓN AL SUPERINTENDENTE DISTRITAL**

Se debe personalizar el **texto en rojo antes de combinar la correspondencia: El **texto resaltado** representa los campos que se deben combinar**

Estimado(a) **nombre del superintendente distrital**,

Me complace informarle que **cantidad** escuelas en su distrito han sido seleccionadas para participar en la administración de la Evaluación Nacional del Progreso Educativo (NAEP, por sus siglas en inglés) de 2021. NAEP es la evaluación continua y nacionalmente representativa más grande acerca de lo que los estudiantes en Estados Unidos y Puerto Rico saben y pueden hacer en diferentes materias. NAEP es administrada por el Centro Nacional de Estadísticas de la Educación (NCES, por sus siglas en inglés) que forma parte del Departamento de Educación de Estados Unidos. Las escuelas seleccionadas representan a escuelas en todo Puerto Rico y el país y su participación proporciona una idea precisa del rendimiento de los estudiantes. **Distrito escolar** desempeñará un papel importante al participar y sé que podemos contar con todo su apoyo para hacer que esta sea una experiencia significativa para sus escuelas y estudiantes.

A las escuelas seleccionadas se les notificará en breve para que los directores programen en sus calendarios el período para la evaluación (del 25 de enero al 5 de marzo de 2021) e incorporen a NAEP en el programa escolar planificado. Es posible que se seleccionen algunas escuelas adicionales en **Distrito escolar** en una fecha posterior; si esto sucede, su coordinador(a) estatal de NAEP se comunicará con usted. A partir del mes de septiembre, cada escuela recibirá su fecha de evaluación. Las escuelas pueden hablar con el coordinador(a) estatal de NAEP si hay un conflicto con la fecha de evaluación programada.

La administración de NAEP 2021 incluirá un programa de la evaluación. La lista adjunta muestra el programa de evaluación para cada escuela seleccionada en **Distrito Escolar**.

- Evaluación de matemáticas a nivel estatal: 4.º y 8.º grado

Los resultados se informarán a nivel estatal para la evaluación de matemáticas. A los estudiantes únicamente se les evaluará en una materia.

Al igual que en años anteriores, los representantes de NAEP le proporcionan bastante apoyo a las escuelas, administran la evaluación y llevan todos los materiales y equipos necesarios, incluyendo las tabletas en que los estudiantes toman la evaluación.

Por favor, incluya el período para la evaluación NAEP (del 25 de enero al 5 de marzo de 2021) en el calendario de evaluaciones de su distrito. Puede encontrar información acerca de NAEP en los adjuntos detallados a continuación y en: https://nces.ed.gov/nationsreportcard/puertorico/default_sp.aspx. **Nombre**, nuestro(a) Coordinador(a) Estatal de NAEP, se comunicará con su personal para brindarles información adicional.

Gracias por apoyar esta importante evaluación y por ayudar a alcanzar nuestra meta de participación al 100%.

Atentamente,

Nombre del secretario(a) de educación

Adjunto: Lista de distritos escolares seleccionados para participar en NAEP
Información para los distritos [Enlace](#)

CC: Director estatal de la evaluación
Director distrital de evaluaciones
Coordinador estatal de NAEP

El Centro Nacional para Estadísticas de la Educación (NCES, por sus siglas en inglés) está autorizado por la Ley de Autorización para la Evaluación Nacional del Progreso Educativo (20 U.S.C. §9622) para administrar NAEP y para recopilar los expedientes educativos de los estudiantes de agencias o instituciones educativas con el propósito de evaluar programas de educación apoyados por el gobierno federal conforme a la Ley de Derechos Educativos y Privacidad Familiar (FERPA, por sus siglas en inglés; 34 CFR §§ 99.31(a)(3)(iii) y 99.35). Toda la información que proporcionen los participantes podrá usarse únicamente con fines estadísticos y no podrá darse a conocer o usarse ni para identificarlos ni para cualquier otro propósito salvo aquel requerido legalmente (20 U.S.C. §9573 and 6 U.S.C. §151). Por ley, todos los empleados de NCES al igual que todo representante del mismo, tales como contratistas y coordinadores de NAEP, han hecho un juramento y están sujetos a encarcelamiento hasta por 5 años, una multa de hasta \$250,000 dólares o ambas cosas, si intencionadamente dan a conocer CUALQUIER información de identificación de los participantes. El envío de información de los participantes por vía electrónica será monitoreado por empleados y contratistas federales para detectar virus, programas maliciosos (malware) y otras amenazas conforme a la Ley de Mejoramiento de la Seguridad Cibernética de 2015. La información recolectada se combinará para elaborar informes estadísticos.

Appendix D2-4-S-PR (Spanish version): NAEP 2021 Notification Letter from NAEP
State Coordinator to School Principal, Puerto Rico

**Carta de notificación a comienzos de agosto sobre NAEP 2021 del
COORDINADOR ESTATAL DE NAEP PARA EL DIRECTOR DE LA ESCUELA**

Se debe personalizar el **texto en rojo antes de combinar la correspondencia; el **texto resaltado** representa los campos que se deben combinar**

Estimado(a) director(a),

Me complace informarle que **nombre de la escuela** ha sido seleccionada para representar a las escuelas de Puerto Rico y el país al participar en la administración de la Evaluación Nacional del Progreso Educativo (NAEP por sus siglas en inglés) de 2021. NAEP es la evaluación continua y nacionalmente representativa más grande acerca de lo que los estudiantes en Estados Unidos y Puerto Rico saben y pueden hacer en diferentes materias. NAEP es administrada por el Centro Nacional de Estadísticas de la Educación (NCES, por sus siglas en inglés) que forma parte del Departamento de Educación de Estados Unidos. Como parte del programa NAEP de 2021, los estudiantes participarán en la evaluación de matemáticas. Los resultados a nivel nacional y algunos a nivel distrital se publicarán en la Libreta de Calificaciones de la Nación.

De momento, solo le escribo para notificarle acerca de la evaluación. En el mes de septiembre le enviaré la fecha de la misma. Si hay algún conflicto con la fecha para su escuela, trabajaremos juntos para encontrar una fecha alternativa. Nuestro objetivo es programar la evaluación antes del inicio del año escolar para que así pueda incluir la fecha de la evaluación en su calendario escolar del año 2020-2021.

A finales de este mes, le mandaré información detallada sobre la evaluación y le pediré que identifique a un coordinador(a) escolar y que envíe información adicional. Los representantes de NAEP le proporcionarán bastante apoyo a su escuela, administrarán la evaluación y llevarán todos los materiales y equipos, incluyendo las tabletas en que los estudiantes toman la evaluación. A continuación, se describe la evaluación de manera general:

- **Materia:** Matemáticas
- **Grado:** **4.º u 8.º**
- **Sesiones de la evaluación:** Una sesión de aproximadamente **XX** estudiantes. La sesión tomará aproximadamente 2 horas (incluyendo el tiempo de transición, las instrucciones y el completar el cuestionario de contexto).
- **Administrador de la evaluación:** Representantes de NAEP
- **Período de evaluación:** Entre el 25 de enero y el 5 de marzo de 2021

Puede encontrar información acerca de NAEP en los adjuntos detallados a continuación y en:

<https://nces.ed.gov/nationsreportcard/participating/schools.aspx> (en inglés). Si tiene preguntas, por favor comuníquese conmigo llamando al **número de teléfono** o por correo electrónico a **correo electrónico**.

Nuestro secretario de educación de educación, (**nombre**), y el superintendente de su distrito, (**nombre**), apoyan a NAEP y cuentan con la participación de su escuela. Sabemos que podemos contar con su colaboración para alcanzar nuestra meta de participación al 100%.

Atentamente,

Coordinador estatal de NAEP

Adjunto: *Información general para los directores* [Enlace](#)

CC: Director de evaluaciones para el distrito

El Centro Nacional para Estadísticas de la Educación (NCES, por sus siglas en inglés) está autorizado por la Ley de Autorización para la Evaluación Nacional del Progreso Educativo (20 U.S.C. §9622) para administrar NAEP y para recopilar los expedientes educativos de los estudiantes de agencias o instituciones educativas con el propósito de evaluar programas de educación apoyados por el gobierno federal conforme a la Ley de Derechos Educativos y Privacidad Familiar (FERPA, por sus siglas en inglés; 34 CFR §§ 99.31(a)(3)(iii) y 99.35). Toda la información que proporcionen los participantes podrá usarse únicamente con fines estadísticos y no podrá darse a conocer o usarse ni para identificarlos ni para cualquier otro propósito salvo aquel requerido legalmente (20 U.S.C. §9573 and 6 U.S.C. §151). Por ley, todos los empleados de NCES al igual que todo representante del mismo, tales como contratistas y coordinadores de NAEP, han hecho un juramento y están sujetos a encarcelamiento hasta por 5 años, una multa de hasta \$250,000 dólares o ambas cosas, si intencionadamente dan a conocer CUALQUIER información de identificación de los participantes. El envío de información de los participantes por vía electrónica será monitoreado por empleados y contratistas federales para detectar virus, programas maliciosos (malware) y otras amenazas conforme a la Ley de Mejoramiento de la Seguridad Cibernética de 2015. La información recolectada se combinará para elaborar informes estadísticos.

Appendix D2-5-S-PR (Spanish version): NAEP 2021 Assessment Details Letter NAEP
State Coordinator to Principals, Puerto Rico

**Carta de información sobre la evaluación NAEP de 2021 a inicios de otoño
DEL COORDINADOR ESTATAL DE NAEP A LOS DIRECTORES**

Se debe personalizar el **texto en rojo** antes de combinar la correspondencia, **el texto resaltado** representa los campos que se deben combinar.

Estimado(a) **nombre del director(a)**:

Al principio del año escolar, le notifiqué a **nombre de la escuela** que fue seleccionada para participar en la Evaluación Nacional del Progreso Educativo (NAEP, por sus siglas en inglés). Por medio de la presente quisiera darle información adicional acerca de la próxima evaluación.

En preparación para la evaluación, por favor:

- Incluya la fecha de la evaluación NAEP, **fecha de la evaluación** en el calendario de su escuela.
- Revise el documento adjunto *Responsabilidades del coordinador escolar: Guía de MyNAEP* y designe a un coordinador(a) escolar de NAEP para que sea la persona de contacto para todas las actividades de NAEP en su escuela. **Dele la carpeta adjunta al coordinador(a) escolar designado para NAEP.** El coordinador(a) escolar debe:
 - ✓ **saber recopilar la información de los estudiantes**, tales como fechas de nacimiento información demográfica y si algún estudiante se ha dado de baja;
 - ✓ **saber usar una computadora**, ya que algunas de las actividades en preparación para la evaluación se completarán por Internet; y
 - ✓ **estar familiarizado con la manera en que los estudiantes participan en evaluaciones a nivel estatal.**

Un representante de NAEP que se encarga de administrar la evaluación se comunicará con su coordinador(a) escolar a inicios de diciembre. Durante la evaluación, agradeceríamos la presencia de un miembro del personal de la escuela como observador en cada sesión. La presencia de un miembro del personal puede tener un impacto positivo en la motivación y el desempeño de los estudiantes.

Nuevamente, quisiera expresarle mi agradecimiento por su ayuda con esta importante evaluación de los estudiantes de nuestra nación. Nuestro director estatal de educación, **nombre**, apoya NAEP y fomenta la participación de sus estudiantes.

Espero colaborar con usted y con el coordinador(a) escolar para asegurar la exitosa administración de NAEP de 2021. Si desea tener acceso a la página web MyNAEP (www.mynaep.com/es-pr/), por favor, regístrese con este número de identificación: **N° de registro de MyNAEP**. MyNAEP es una página protegida, así que tendrá que crear su propia contraseña. Si desea hacer alguna pregunta, por favor, comuníquese conmigo al **número de teléfono** o por correo electrónico a **correo electrónico**.

Atentamente,

Coordinador Estatal de NAEP

Adjuntos: Carpeta de NAEP para el coordinador(a) escolar, incluyendo lo siguiente:

Carta a su coordinador(a) escolar
Responsabilidades del coordinador escolar: Guía de MyNAEP
Instrucciones de registro en MyNAEP
Instrucciones para enviar la lista de estudiantes
Carta de notificación para los padres o tutores

El Centro Nacional para Estadísticas de la Educación (NCES, por sus siglas en inglés) está autorizado por la Ley de Autorización para la Evaluación Nacional del Progreso Educativo (20 U.S.C. §9622) para administrar NAEP y para recopilar los expedientes educativos de los estudiantes de agencias o instituciones educativas con el propósito de evaluar programas de educación apoyados por el gobierno federal conforme a la Ley de Derechos Educativos y Privacidad Familiar (FERPA, por sus siglas en inglés; 34 CFR §§ 99.31(a)(3)(iii) y 99.35). Toda la información que proporcionen los participantes podrá usarse únicamente con fines estadísticos y no podrá darse a conocer o usarse ni para identificarlos ni para cualquier otro propósito salvo aquel requerido legalmente (20 U.S.C. §9573 and 6 U.S.C. §151). Por ley, todos los empleados de NCES al igual que todo representante del mismo, tales como contratistas y coordinadores de NAEP, han hecho un juramento y están sujetos a encarcelamiento hasta por 5 años, una multa de hasta \$250,000 dólares o ambas cosas, si intencionadamente dan a conocer CUALQUIER información de identificación de los participantes. El envío de información de los participantes por vía electrónica será monitoreado por empleados y contratistas federales para detectar virus, programas maliciosos (malware) y otras amenazas conforme a la Ley de Mejoramiento de la Seguridad Cibernética de 2015. La información recolectada se combinará para elaborar informes estadísticos.

Appendix D2-6-S-PR (Spanish version): NAEP 2021 Assessment Details Letter NAEP
State Coordinator to School Coordinators, Puerto Rico

Carta de información sobre la evaluación NAEP de 2021 a inicios de otoño
DEL COORDINADOR ESTATAL DE NAEP A LOS COORDINADORES ESCOLARES
Se debe personalizar el **texto en rojo** antes de combinar la correspondencia, **el texto resaltado**
representa los campos que se deben combinar.

Estimado(a) coordinador(a) escolar:

Bienvenido a la Evaluación Nacional del Progreso Educativo (NAEP, por sus siglas en inglés) de 2021. Espero trabajar con usted para coordinar la evaluación NAEP en su escuela. Una muestra de sus estudiantes de **grado** grado tomarán la evaluación de matemáticas el **fecha de la evaluación**.

Como coordinador(a) escolar, usted tendrá varias responsabilidades que son fundamentales para hacer que NAEP sea un éxito. La página web MyNAEP está diseñada para ayudarle con estas responsabilidades. El programa de actividades a continuación indica cuándo tendrá que completar las secciones específicas de MyNAEP.

- **Agosto–septiembre:** Registrarse en www.mynaep.com/es-pr/ con este número de identificación: **N° de registro de MyNAEP**. Contestar las preguntas en la sección **Proporcionar información de la escuela** antes del **fecha**. Si desea instrucciones, consulte el documento adjunto *Responsabilidades del coordinador escolar: Guía de MyNAEP*.
- **Diciembre–enero:** Un representante asignado de NAEP, encargado de administrar la evaluación, se comunicará con usted a principios de diciembre. En ese momento, usted ingresará a la página web de MyNAEP con el representante y hablarán acerca de cómo usar la sección **Prepararse para la evaluación**. Las tareas principales se resaltan a continuación.
 - Proporcionar información acerca de los estudiantes con impedimentos y estudiantes con limitaciones lingüísticas en español (EI/ELLE) para que los administradores de la evaluación puedan planificar los acomodos apropiados.
 - Notificar a los padres o tutores que sus hijos han sido seleccionados para la evaluación. **Se adjunta** una muestra de la carta de notificación para los padres, madres o tutores **y ésta** estará disponible en la página web de MyNAEP para que pueda personalizarla e imprimirla con el membrete de su escuela.
 - Programar la sesión de evaluación y reservar el espacio en su escuela. El equipo de NAEP transportará cajas pesadas con las tabletas y otros materiales; por favor, seleccione un lugar en un primer piso o a los que se pueda llegar en ascensor.
 - Actualizar la lista de estudiantes para agregar a estudiantes nuevos que se hayan matriculado desde el otoño. NAEP seleccionará una muestra al azar de este grupo para asegurar que todos los estudiantes tengan la oportunidad de ser seleccionados para NAEP.
 - Participar en una visita de revisión antes de la evaluación con su representante de NAEP asignado. Durante esta visita, revisará y confirmará la información que ingresó en MyNAEP y otros detalles de la evaluación. Asegúrese de completar **Preparación para las actividades de la evaluación** antes de la visita programada.
- **Después de la evaluación:** guardar todos los materiales confidenciales impresos hasta la fecha anotada en el sobre de almacenamiento de NAEP. Destruir todos los materiales después de la fecha especificada.

Durante la evaluación, agradeceríamos la presencia de un miembro de la escuela como observador en la sesión. La presencia de un miembro del personal puede tener un impacto positivo en la motivación y el desempeño de los estudiantes.

El documento adjunto *Responsabilidades del coordinador escolar: Guía de MyNAEP* le brinda más información acerca de sus responsabilidades: *Guía de MyNAEP*. Puede encontrar información adicional acerca de NAEP en https://nces.ed.gov/nationsreportcard/puertorico/default_sp.aspx .

Le agradecemos de antemano su cooperación y esfuerzo en ayudar a coordinar esta importante evaluación. Si desea hacer alguna pregunta, por favor, comuníquese conmigo al **número de teléfono** o por **correo electrónico**.

Atentamente,

Coordinador Estatal de NAEP

Adjuntos: Carpeta de NAEP que incluye lo siguiente:
Responsabilidades del coordinador escolar: *Guía de MyNAEP*
Carta de notificación para los padres o tutores
Instrucciones de registro en MyNAEP

El Centro Nacional para Estadísticas de la Educación (NCES, por sus siglas en inglés) está autorizado por la Ley de Autorización para la Evaluación Nacional del Progreso Educativo (20 U.S.C. §9622) para administrar NAEP y para recopilar los expedientes educativos de los estudiantes de agencias o instituciones educativas con el propósito de evaluar programas de educación apoyados por el gobierno federal conforme a la Ley de Derechos Educativos y Privacidad Familiar (FERPA, por sus siglas en inglés; 34 CFR §§ 99.31(a)(3)(iii) y 99.35). Toda la información que proporcionen los participantes podrá usarse únicamente con fines estadísticos y no podrá darse a conocer o usarse ni para identificarlos ni para cualquier otro propósito salvo aquel requerido legalmente (20 U.S.C. §9573 and 6 U.S.C. §151). Por ley, todos los empleados de NCES al igual que todo representante del mismo, tales como contratistas y coordinadores de NAEP, han hecho un juramento y están sujetos a encarcelamiento hasta por 5 años, una multa de hasta \$250,000 dólares o ambas cosas, si intencionadamente dan a conocer CUALQUIER información de identificación de los participantes. El envío de información de los participantes por vía electrónica será monitoreado por empleados y contratistas federales para detectar virus, programas maliciosos (malware) y otras amenazas conforme a la Ley de Mejoramiento de la Seguridad Cibernética de 2015. La información recolectada se combinará para elaborar informes estadísticos.

Appendix D2-7-S-PR (Spanish version): NAEP 2021 Save-the-Date Letter from NAEP
Coordinator to School Principals, Puerto Rico

**Carta de notificación para reservar la fecha para NAEP 2021 del
COORDINADOR ESTATAL DE NAEP AL DIRECTOR DE LA ESCUELA**

Se debe personalizar el texto en rojo antes de combinar la correspondencia; el texto resaltado representa los campos que se deben combinar

¡Apúntelo en el calendario! NAEP se va a realizar el **fecha de la evaluación**.

Estimado(a) director(a):

En el mes de agosto, le notifiqué que su escuela fue seleccionada para participar en la administración de la Evaluación Nacional del Progreso Educativo (NAEP, por sus siglas en inglés) de 2021. Los estudiantes de **4.º u 8.º** grado de su escuela tomarán la evaluación el **fecha de la evaluación**. Por favor, agregue la fecha de evaluación NAEP programada a su calendario escolar del año 2020-2021.

Se seleccionarán a unos **número aproximado de la muestra** de estudiantes de su escuela para participar, pero ese número cambiará, dependiendo de la cantidad real de estudiantes matriculados en el otoño de 2020. La evaluación tomará aproximadamente 2 horas para la mayoría de estudiantes, incluyendo el tiempo de transición, las instrucciones y el contestar preguntas de la encuesta. Los representantes de NAEP les brindarán un gran apoyo a las escuelas, llevarán todos los materiales y equipos necesarios y llevarán a cabo la evaluación.

Si tiene preguntas o un conflicto con la fecha de evaluación programada, me puede llamar al **(número de teléfono)** o enviar un correo electrónico a **(dirección de correo electrónico)** antes del **(fecha)**. Le enviaré más información acerca de la preparación para la evaluación.

NAEP es un indicador común de los logros estudiantiles en todo el país y se usa para informar políticas y prácticas educativas. Las escuelas y los estudiantes desempeñan un papel importante para asegurar que los resultados de NAEP sean veraces. Nuestra meta es la participación al 100% en esta importante evaluación y sabemos que podemos contar con usted para alcanzar esta meta.

Atentamente,

Coordinador(a) Estatal de NAEP

CC: Coordinador(a) distrital de evaluaciones

Adjunto: *NAEP en su escuela 2021*

El Centro Nacional para Estadísticas de la Educación (NCES, por sus siglas en inglés) está autorizado por la Ley de Autorización para la Evaluación Nacional del Progreso Educativo (20 U.S.C. §9622) para administrar NAEP y para recopilar los expedientes educativos de los estudiantes de agencias o instituciones educativas con el propósito de evaluar programas de educación apoyados por el gobierno federal conforme a la Ley de Derechos Educativos y Privacidad Familiar (FERPA, por sus siglas en inglés; 34 CFR §§ 99.31(a)(3)(iii) y 99.35). Toda la información que proporcionen los participantes podrá usarse únicamente con fines estadísticos y no podrá darse a conocer o usarse ni para identificarlos ni para cualquier otro propósito salvo aquel requerido legalmente (20 U.S.C. §9573 and 6 U.S.C. §151). Por ley, todos los empleados de NCES al igual que todo representante del mismo, tales como contratistas y coordinadores de NAEP, han hecho un juramento y están sujetos a encarcelamiento hasta por 5 años, una multa de hasta \$250,000 dólares o ambas cosas, si intencionadamente dan a conocer CUALQUIER información de identificación de los participantes. El envío de información de los participantes por vía electrónica será monitoreado por empleados y contratistas federales para detectar virus, programas maliciosos (malware) y otras amenazas conforme a la Ley de Mejoramiento de la Seguridad Cibernética de 2015. La información recolectada se combinará para elaborar informes estadísticos.

NAEP 2021 en su escuela 4.º y 8.º grado Matemáticas

Sidebar Page One

¿Qué es NAEP?

La Evaluación Nacional del Progreso Educativo (NAEP, por sus siglas en inglés) es un indicador fundamental del rendimiento de los estudiantes en Estados Unidos y Puerto Rico.

- NAEP, que se administró por primera vez en 1969, es la evaluación continua y nacionalmente representativa más grande de lo que los estudiantes de nuestro país saben y pueden hacer en varias materias, tales como educación cívica, matemáticas, lectura e historia de Estados Unidos.
- Las escuelas y los estudiantes que participan en NAEP representan a las escuelas y a los estudiantes de todo el país.
- NAEP es considerada el estándar de oro en evaluaciones debido a su alta calidad técnica. Desde el desarrollo de los marcos teóricos y las preguntas hasta la publicación de los resultados, NAEP representa las mejores ideas de especialistas de evaluación y de contenido, del personal estatal de educación y de maestros de todo el país.
- NAEP es una medida común del progreso académico en el país a lo largo del tiempo. Los resultados se publican en un informe conocido como La Libreta de Calificaciones de la Nación.

Body Page One

NAEP se administrará en tabletas a una muestra de estudiantes de cuarto y octavo grado entre el 25 de enero y el 5 de marzo de 2021. A los estudiantes se les evaluará en matemáticas.

Conforme a la Ley de Educación Primaria y Secundaria, los distritos y estados que reciban financiación del Título I deben participar en las evaluaciones de matemáticas de NAEP para 4.º y 8.º grado que se realizan cada dos años.

Los resultados de la evaluación de matemáticas de 2021 se publicarán a nivel nacional, estatal y en algunos casos a nivel distrital. Los maestros, directores escolares, padres de familia, legisladores e investigadores usan los resultados de NAEP para evaluar el progreso de los estudiantes en varias materias y para desarrollar métodos que mejoren la educación en Estados Unidos y Puerto Rico.

¿Cómo se lleva a cabo?

A los estudiantes les toma aproximadamente 2 horas completar la evaluación, incluyendo el tiempo de transición, las instrucciones y contestar un cuestionario de contexto. Los cuestionarios de NAEP tienen por objetivo proporcionar una mayor comprensión de las experiencias y oportunidades educativas que tienen los estudiantes para aprender tanto dentro como fuera del aula escolar.

El director de la escuela y los maestros de matemáticas de 4.º y 8.º grado también contestarán un cuestionario. Estos cuestionarios están diseñados para proporcionar información contextual para los resultados de la evaluación, al igual que información acerca de los factores que podrían estar relacionados con el aprendizaje de los estudiantes.

Se recopilará información adicional acerca de cómo participarán en la evaluación los estudiantes con impedimentos y los estudiantes con limitaciones lingüísticas en español y los acomodos que recibirán.

¿Cuántos estudiantes serán evaluados?

A nivel nacional, aproximadamente 264,000 estudiantes de cuarto y octavo grado serán evaluados en matemáticas.

Body Page Two

Es importante saber que...

¿Quién será el responsable de la coordinación y administración de NAEP?

Su Coordinador(a) Estatal de NAEP, los representantes de NAEP y el personal de la escuela trabajarán en equipo para coordinar y administrar la evaluación. Usted deberá asignar a un miembro del personal de su escuela para ser **el coordinador(a) escolar** y el contacto principal para la evaluación. Esta persona debe:

- estar familiarizada con la manera en que los estudiantes participan en evaluaciones estatales; y
- dominar el uso de una computadora para recopilar e ingresar información de los estudiantes por Internet.

El Coordinador Estatal de NAEP trabaja en su Departamento de Educación estatal y se encargará de:

- trabajar con las escuelas para confirmar la fecha de la evaluación;
- comunicarse con los directores escolares acerca de la importancia de NAEP y de la participación de los estudiantes;
- proporcionarles a las escuelas la información para que notifiquen a los padres de los estudiantes participantes;
- orientar a las escuelas acerca de cómo incluir a estudiantes con impedimentos y a estudiantes con limitaciones lingüísticas en español; y
- responder a las preguntas de la comunidad escolar durante el periodo de evaluación.

Los representantes de NAEP, quienes son empleados por un contratista del Departamento de Educación de Estados Unidos para trabajar directamente con las escuelas, se encargarán de:

- seleccionar una muestra aleatoria de la lista de estudiantes de cuarto y octavo grado que proporcione la escuela;
- verificar la información que el coordinador escolar haya proporcionado en el sitio web MyNAEP, la cual será la principal fuente de información y centro de actividades durante el proceso de evaluación de NAEP;
- trabajar con el coordinador escolar para finalizar la logística de la evaluación;
- el día de la evaluación, llevar todos los materiales necesarios a la escuela; y
- administrar la evaluación.

Cada director se encargará de:

- designar a un miembro del personal de la escuela para ser el coordinador escolar;
- incluir la evaluación NAEP en el calendario escolar;
- facultar al coordinador escolar designado para que trabaje con el representante de NAEP y el Coordinador Estatal de NAEP en la preparación para la evaluación; e
- informar al personal de la escuela y a los estudiantes acerca de NAEP y el por qué la participación de los estudiantes es sumamente importante.

El coordinador escolar se encargará de:

- confirmar la fecha programada para la evaluación con el Coordinador Estatal de NAEP;
- registrarse en el sitio web MyNAEP y proporcionar información acerca de la escuela;
- usar la página web MyNAEP para prepararse para la evaluación;
- notificar a los padres de familia acerca de la evaluación (se proporcionará más información acerca de cómo completar esta tarea);
- comunicarse con el representante de NAEP y participar en una visita de revisión antes de la evaluación para finalizar los preparativos para la evaluación;
- reservar el espacio para la evaluación, incluyendo salones, pupitres o mesas y una cantidad adecuada de enchufes eléctricos en el lugar de la evaluación (la escuela no tendrá que facilitar acceso a Internet); y
- colaborar con el personal de la escuela para asegurar una tasa alta de participación estudiantil.

El Centro Nacional para Estadísticas de la Educación (NCES, por sus siglas en inglés) está autorizado por la Ley de Autorización para la Evaluación Nacional del Progreso Educativo (20 U.S.C. §9622) para administrar NAEP y para recopilar los expedientes educativos de los estudiantes de agencias o instituciones educativas con el propósito de evaluar programas de educación apoyados por el gobierno federal conforme a la Ley de Derechos Educativos y Privacidad Familiar (FERPA, por sus siglas en inglés; 34 CFR §§ 99.31(a)(3)(iii) y 99.35). Toda la información que proporcionen los participantes podrá usarse únicamente con fines estadísticos y no podrá darse a conocer o usarse ni para identificarlos ni para cualquier otro propósito salvo aquel requerido legalmente (20 U.S.C. §9573 and 6 U.S.C. §151). Por ley, todos los empleados de NCES al igual que todo representante del mismo, tales como contratistas y coordinadores de NAEP, han hecho un juramento y están sujetos a encarcelamiento hasta por 5 años, una multa de hasta \$250,000 dólares o ambas cosas, si intencionadamente dan a conocer CUALQUIER información de identificación de los participantes. El envío de información de los participantes por vía electrónica será monitoreado por empleados y contratistas federales para detectar virus, programas maliciosos (malware) y otras amenazas conforme a la Ley de Mejoramiento de la Seguridad Cibernética de 2015. La información recolectada se combinará para elaborar informes estadísticos.

Page Two Footer

Encuéntrenos en: [insert social media icons]

Esta publicación fue preparada para la Evaluación Nacional del Progreso Educativo por Hager Sharp bajo contrato (GS-23F-0024M) para el Centro Nacional de Estadísticas de la Educación, Departamento de Educación de Estados Unidos.

**Appendix D2-9- S-PR (Spanish version): NAEP 2019 Parent /Guardian Notification
Letter, Public School–Puerto Rico**

CARTA DE NOTIFICACIÓN A LOS PADRES O TUTORES SOBRE NAEP DE 2021

Puerto Rico

(Membrete de la escuela)

(Coloque la fecha aquí)

Estimado(a) padre, madre o tutor:

(Nombre de la escuela) participará en la Evaluación Nacional del Progreso Educativo (NAEP, por sus siglas en inglés) el **(fecha)**. NAEP es la evaluación continua y nacionalmente representativa más grande acerca de lo que los estudiantes saben y pueden hacer en diferentes materias. NAEP es administrada por el Centro Nacional de Estadísticas de la Educación (NCES, por sus siglas en inglés), parte del Departamento de Educación de Estados Unidos. NAEP es diferente de nuestras evaluaciones estatales ya que ofrece una medida común de los logros en todo el país. Los resultados se publican en un informe llamado La Libreta de Calificaciones de la Nación, el cual les proporciona información a los educadores, padres, legisladores y al público acerca de los logros de los estudiantes.

Su hijo(a) **(tomará/posiblemente tome)** una evaluación de matemáticas. Además de las preguntas sobre matemáticas, los estudiantes contestan los cuestionarios de contexto de NAEP de manera voluntaria. Los cuestionarios proporcionan información valiosa acerca de las experiencias y oportunidades educativas de los estudiantes participantes de aprender dentro y fuera del aula de clases. Puede encontrar más información acerca de los cuestionarios de NAEP en <https://nces.ed.gov/nationsreportcard/parents> en la sección “What Questions Are on the Test?”

La evaluación toma aproximadamente 2 horas para la mayoría de los estudiantes, incluyendo el tiempo de transición e instrucciones.

La información recolectada se utiliza únicamente con fines estadísticos.

- Las calificaciones de su hijo(a) no se verán afectadas.
- Los estudiantes pueden ser excusados por cualquier motivo, no están obligados a completar la evaluación y pueden dejar de responder cualquier pregunta.
- Aunque la evaluación es voluntaria, NAEP depende de la participación de los estudiantes para ayudarles a los legisladores a mejorar la educación. No obstante, si no desea que su hijo(a) participe, por favor, notifíqueme por escrito antes de **(fecha)**.

No es necesario estudiar en preparación para NAEP, pero anime a su hijo(a) a que haga su mejor esfuerzo. Un folleto que explica lo que la participación en NAEP significa para usted y para su hijo(a) está disponible en: <http://nces.ed.gov/nationsreportcard/pdf/parents/2012575.pdf>. Si tiene alguna pregunta, comuníquese con **(nombre)** en el **(número de teléfono)** o por correo electrónico a **(correo electrónico)**.

Nos entusiasma que nuestra escuela participe en NAEP. Sabemos que los estudiantes de **(nombre de la escuela)** mostrarán lo que los estudiantes de nuestro país saben y pueden hacer.

Atentamente,

(Nombre del director(a) de la escuela)

El Centro Nacional para Estadísticas de la Educación (NCES, por sus siglas en inglés) está autorizado por la Ley de Autorización para la Evaluación Nacional del Progreso Educativo (20 U.S.C. §9622) para administrar NAEP y para recopilar los expedientes educativos de los estudiantes de agencias o instituciones educativas con el propósito de evaluar programas de educación apoyados por el gobierno federal conforme a la Ley de Derechos Educativos y Privacidad Familiar (FERPA, por sus siglas en inglés; 34 CFR §§ 99.31(a)(3)(iii) y 99.35). Toda la información que proporcionen los participantes podrá usarse únicamente con fines estadísticos y no podrá darse a conocer o usarse ni para identificarlos ni para cualquier otro propósito salvo aquel requerido legalmente (20 U.S.C. §9573 and 6 U.S.C. §151). Por ley, todos los empleados de NCES al igual que todo representante del mismo, tales como contratistas y coordinadores de NAEP, han hecho un juramento y están sujetos a encarcelamiento hasta por 5 años, una multa de hasta \$250,000 dólares o ambas cosas, si intencionadamente dan a conocer CUALQUIER información de identificación de los participantes. El envío de información de los participantes por vía electrónica será monitoreado por empleados y contratistas federales para detectar virus, programas maliciosos (malware) y otras amenazas conforme a la Ley de Mejoramiento de la Seguridad Cibernética de 2015. La información recolectada se combinará para elaborar informes estadísticos.

Appendix D2-10-S (Spanish version): NAEP 2019 Parent/Guardian Notification Letter,
Private School–U.S. Spanish Speaking Populations

**CARTA DE NOTIFICACIÓN A LOS PADRES O TUTORES PARA ESCUELAS PRIVADAS SOBRE NAEP DE
2019**

Evaluaciones de matemáticas, lectura y ciencias para 4° y 8° grado

(School Letterhead)

(Insert Date Here)

Estimado(a) padre, madre o tutor:

Nos complace informarle que **(school name)** ha sido seleccionada para representar a las escuelas privadas de la nación al participar en la Evaluación Nacional del Progreso Educativo (NAEP, por sus siglas en inglés) el **(date)**. NAEP es la evaluación continua y nacionalmente representativa más grande acerca de lo que los estudiantes en escuelas públicas y privadas saben y pueden hacer en diferentes materias. NAEP es administrada por el Centro Nacional de Estadísticas de la Educación (NCES, por sus siglas en inglés), parte del Departamento de Educación de Estados Unidos. NAEP es diferente de las evaluaciones estatales y escolares ya que ofrece una medida común de los logros estudiantiles en todo el país. Los resultados se publican en un informe llamado La Libreta de Calificaciones de la Nación, el cual les proporciona información a los educadores, padres, legisladores y al público acerca de los logros de los estudiantes.

Su hijo(a) **(tomará/posiblemente tome)** una evaluación de una de las siguientes materias: matemáticas, lectura o ciencias. Además de las preguntas sobre la materia, los estudiantes contestan los cuestionarios de contexto de NAEP de manera voluntaria. Los cuestionarios proporcionan información valiosa acerca de las experiencias y oportunidades educativas de los estudiantes participantes tanto dentro como fuera del aula de clases. Puede encontrar más información acerca de los cuestionarios de NAEP en <https://nces.ed.gov/nationsreportcard/parents/spanish.aspx> en la sección “¿Qué se le preguntará a su hijo(a)?”

La evaluación toma aproximadamente 120 minutos para la mayoría de los estudiantes.

La información recolectada se utiliza únicamente con fines estadísticos.

- Las calificaciones de su hijo(a) no se verán afectadas.
- Los estudiantes pueden ser excusados por cualquier motivo, no están obligados a completar la evaluación y pueden dejar de responder cualquier pregunta.
- Aunque la evaluación es voluntaria, NAEP depende de la participación de los estudiantes para ayudarles a los legisladores a mejorar la educación. No obstante, si no desea que su hijo(a) participe, por favor, notifíqueme por escrito antes del **(date)**.

No es necesario estudiar en preparación para NAEP, pero anime a su hijo(a) a que haga su mejor esfuerzo. Un folleto que explica lo que la participación en NAEP significa para usted y para su hijo(a) está disponible en:

<https://nces.ed.gov/nationsreportcard/pdf/parents/2012575.pdf>. Si tiene alguna pregunta, comuníquese con **(name)** al **(telephone number)** o por correo electrónico a **(email address)**. Para obtener información adicional acerca de la participación de las escuelas privadas en NAEP vaya a http://nces.ed.gov/nationsreportcard/participating/private_nonpublic.aspx

Nos entusiasma que nuestra escuela participe en NAEP. Sabemos que los estudiantes de **(school name)** demostrarán lo que los estudiantes de escuelas privadas en nuestro país saben y pueden hacer.

Atentamente,

Director(a) de escuela

* El Centro Nacional para Estadísticas de la Educación (NCES, por sus siglas en inglés) está autorizado por la Ley de autorización para la Evaluación Nacional del Progreso Educativo (20 U.S.C. §9622) para administrar NAEP y para recopilar los expedientes educativos de los estudiantes de agencias o instituciones educativas con el propósito de evaluar programas de educación apoyados por el gobierno federal bajo la Ley de Derechos Educativos y Privacidad Familiar (FERPA) (FERPA, 34 CFR §§ 99.31(a)(3)(iii) y 99.35). Toda la información que proporcionen los participantes podrá usarse únicamente con fines estadísticos y no podrá darse a conocer o usarse ni para identificarlos ni para cualquier otro propósito salvo aquel requerido legalmente (20 U.S.C. §9573 y 6 U.S.C. §151). Por ley, todos los empleados del Centro Nacional de Estadísticas de la Educación (NCES, por sus siglas en inglés) al igual que todo representante del mismo, tales como contratistas y coordinadores de NAEP, han hecho un juramento y están sujetos a encarcelamiento hasta por 5 años, una multa de hasta \$250,000 dólares o ambas cosas, si intencionadamente dan a conocer CUALQUIER información de identificación de los participantes. El envío de información de los participantes por vía electrónica será monitoreado por empleados y contratistas federales para detectar virus, programas maliciosos (malware) y otras amenazas conforme a la Ley de Mejoramiento de la Seguridad Cibernética de 2015. La información recolectada se combinará para elaborar informes estadísticos

CARTA DE NOTIFICACIÓN A LOS PADRES O TUTORES PARA ESCUELAS PRIVADAS SOBRE NAEP DE 2019

Evaluaciones de matemáticas y lectura para 4º y 8º grado

(School Letterhead)

(Insert Date Here)

Estimado(a) padre, madre o tutor:

Nos complace informarle que (school name) ha sido seleccionada para representar a las escuelas privadas de la nación al participar en la Evaluación Nacional del Progreso Educativo (NAEP, por sus siglas en inglés) el (date). NAEP es la evaluación continua y nacionalmente representativa más grande acerca de lo que los estudiantes en escuelas públicas y privadas saben y pueden hacer en diferentes materias. NAEP es administrada por el Centro Nacional de Estadísticas de la Educación (NCES, por sus siglas en inglés), parte del Departamento de Educación de Estados Unidos. NAEP es diferente de las evaluaciones estatales y escolares ya que ofrece una medida común de los logros estudiantiles en todo el país. Los resultados se publican en un informe llamado La Libreta de Calificaciones de la Nación, el cual les proporciona información a los educadores, padres, legisladores y al público acerca de los logros de los estudiantes.

Su hijo(a) (tomará/posiblemente tome) una evaluación de matemáticas o de lectura. Además de las preguntas sobre la materia, los estudiantes contestan los cuestionarios de contexto de NAEP de manera voluntaria. Los cuestionarios proporcionan información valiosa acerca de las experiencias y oportunidades educativas de los estudiantes participantes tanto dentro como fuera del aula de clases. Como parte del Estudio Nacional de Educación Indígena (NIES, por sus siglas en inglés) de 2019, es posible que a los estudiantes indígenas americanos y nativos de Alaska se les hagan preguntas adicionales como parte del cuestionario del estudiante durante la evaluación. Las preguntas se personalizan de acuerdo a las experiencias educativas y a las oportunidades que tienen los estudiantes para aprender sobre su cultura y sus tradiciones. Puede encontrar más información acerca de los cuestionarios de NAEP en <https://nces.ed.gov/nationsreportcard/parents/spanish.aspx> en la sección “¿Qué se le preguntará a su hijo(a)?”

La evaluación toma aproximadamente 120 minutos para la mayoría de los estudiantes.

La información recolectada se utiliza únicamente con fines estadísticos.

- Las calificaciones de su hijo(a) no se verán afectadas.
- Los estudiantes pueden ser excusados por cualquier motivo, no están obligados a completar la evaluación y pueden dejar de responder cualquier pregunta.
- Aunque la evaluación es voluntaria, NAEP depende de la participación de los estudiantes para ayudarles a los legisladores a mejorar la educación. No obstante, si no desea que su hijo(a) participe, por favor, notifíqueme por escrito antes del (date).

No es necesario estudiar en preparación para NAEP, pero anime a su hijo(a) a que haga su mejor esfuerzo. Un folleto que explica lo que la participación en NAEP significa para usted y para su hijo(a) está disponible en:

<https://nces.ed.gov/nationsreportcard/pdf/parents/2012575.pdf>. Si tiene alguna pregunta, comuníquese con (name) al (telephone number) o por correo electrónico a (email address). Para obtener información adicional acerca de la participación de las escuelas privadas en NAEP vaya a http://nces.ed.gov/nationsreportcard/participating/private_nonpublic.aspx

Nos entusiasma que nuestra escuela participe en NAEP. Sabemos que los estudiantes de (school name) demostrarán lo que los estudiantes de escuelas privadas en nuestro país saben y pueden hacer.

Atentamente,

Director(a) de escuela

** El Centro Nacional para Estadísticas de la Educación (NCES, por sus siglas en inglés) está autorizado por la Ley de autorización para la Evaluación Nacional del Progreso Educativo (20 U.S.C. §9622) para administrar NAEP y para recopilar los expedientes educativos de los estudiantes de agencias o instituciones educativas con el propósito de evaluar programas de educación apoyados por el gobierno federal bajo la Ley de Derechos Educativos y Privacidad Familiar (FERPA) (FERPA, 34 CFR §§ 99.31(a)(3)(iii) y 99.35). Toda la información que proporcionen los participantes podrá usarse únicamente con fines estadísticos y no podrá darse a conocer o usarse ni para identificarlos ni para cualquier otro propósito salvo aquel requerido legalmente (20 U.S.C. §9573 y 6 U.S.C. §151). Por ley, todos los empleados del Centro Nacional de Estadísticas de la Educación (NCES, por sus siglas en inglés) al igual que todo representante del mismo, tales como contratistas y coordinadores de NAEP, han hecho un juramento y están sujetos a encarcelamiento hasta por 5 años, una multa de hasta \$250,000 dólares o ambas cosas, si intencionadamente dan a conocer CUALQUIER información de identificación de los participantes. El envío de información de los participantes por vía electrónica será monitoreado por empleados y contratistas federales para detectar virus, programas maliciosos (malware) y otras amenazas conforme a la Ley de Mejoramiento de la Seguridad Cibernética de 2015. La información recolectada se combinará para elaborar informes estadísticos*

**CARTA DE NOTIFICACIÓN A LOS PADRES O TUTORES PARA ESCUELAS PRIVADAS SOBRE NAEP DE
2019**

Evaluaciones de matemáticas, lectura y ciencias para 12° grado

(School Letterhead)

(Insert Date Here)

Estimado(a) padre, madre o tutor:

Nos complace informarle que (school name) ha sido seleccionada para representar a las escuelas privadas de la nación al participar en la Evaluación Nacional del Progreso Educativo (NAEP, por sus siglas en inglés) el (date). NAEP es la evaluación continua y nacionalmente representativa más grande acerca de lo que los estudiantes en escuelas públicas y privadas saben y pueden hacer en diferentes materias. NAEP es administrada por el Centro Nacional de Estadísticas de la Educación (NCES, por sus siglas en inglés), parte del Departamento de Educación de Estados Unidos. NAEP es diferente de las evaluaciones estatales y escolares ya que ofrece una medida común de los logros estudiantiles en todo el país. Los resultados se publican en un informe llamado La Libreta de Calificaciones de la Nación, el cual les proporciona información a los educadores, padres, legisladores y al público acerca de los logros de los estudiantes.

Su hijo(a) (tomará/posiblemente tome) una evaluación de una de las siguientes materias: matemáticas, lectura o ciencias. Además de las preguntas sobre la materia, los estudiantes contestan los cuestionarios de contexto de NAEP de manera voluntaria. Los cuestionarios proporcionan información valiosa acerca de las experiencias y oportunidades educativas de los estudiantes participantes tanto dentro como fuera del aula de clases. Puede encontrar más información acerca de los cuestionarios de NAEP en <https://nces.ed.gov/nationsreportcard/parents/spanish.aspx> en la sección “¿Qué se le preguntará a su hijo(a)?”

La evaluación toma aproximadamente 120 minutos para la mayoría de los estudiantes.

La información recolectada se utiliza únicamente con fines estadísticos.

- Las calificaciones de su hijo(a) no se verán afectadas.
- Los estudiantes pueden ser excusados por cualquier motivo, no están obligados a completar la evaluación y pueden dejar de responder cualquier pregunta.
- Aunque la evaluación es voluntaria, NAEP depende de la participación de los estudiantes para ayudarles a los legisladores a mejorar la educación. No obstante, si no desea que su hijo(a) participe, por favor, notifíqueme por escrito antes del (date).

No es necesario estudiar en preparación para NAEP, pero anime a su hijo(a) a que haga su mejor esfuerzo. Un folleto que explica lo que la participación en NAEP significa para usted y para su hijo(a) está disponible en:

<https://nces.ed.gov/nationsreportcard/pdf/parents/2012575.pdf>. Si tiene alguna pregunta, comuníquese con (name) al (telephone number) o por correo electrónico a (email address). Para obtener información adicional acerca de la participación de las escuelas privadas en NAEP vaya a http://nces.ed.gov/nationsreportcard/participating/private_nonpublic.aspx

Nos entusiasma que nuestra escuela participe en NAEP. Sabemos que los estudiantes de (school name) demostrarán lo que los estudiantes de escuelas privadas en nuestro país saben y pueden hacer.

Atentamente,

Director(a) de escuela

* El Centro Nacional para Estadísticas de la Educación (NCES, por sus siglas en inglés) está autorizado por la Ley de autorización para la Evaluación Nacional del Progreso Educativo (20 U.S.C. §9622) para administrar NAEP y para recopilar los expedientes educativos de los estudiantes de agencias o instituciones educativas con el propósito de evaluar programas de educación apoyados por el gobierno federal bajo la Ley de Derechos Educativos y Privacidad Familiar (FERPA) (FERPA, 34 CFR §§ 99.31(a)(3)(iii) y 99.35). Toda la información que proporcionen los participantes podrá usarse únicamente con fines estadísticos y no podrá darse a conocer o usarse ni para identificarlos ni para cualquier otro propósito salvo aquel requerido legalmente (20 U.S.C. §9573 y 6 U.S.C. §151). Por ley, todos los empleados del Centro Nacional de Estadísticas de la Educación (NCES, por sus siglas en inglés) al igual que todo representante del mismo, tales como contratistas y coordinadores de NAEP, han hecho un juramento y están sujetos a encarcelamiento hasta por 5 años, una multa de hasta \$250,000 dólares o ambas cosas, si intencionadamente dan a conocer CUALQUIER información de identificación de los participantes. El envío de información de los participantes por vía electrónica será monitoreado por empleados y contratistas federales para detectar virus, programas maliciosos (malware) y otras amenazas conforme a la Ley de Mejoramiento de la Seguridad Cibernética de 2015. La información recolectada se combinará para elaborar informes estadísticos.

**Appendix D2-11-S (Spanish version): NAEP 2019 Parent /Guardian Notification
Letter, Public School–U.S. Spanish Speaking Population**

CARTA DE NOTIFICACIÓN A LOS PADRES O TUTORES SOBRE NAEP DE 2019
Evaluaciones de matemáticas, lectura y ciencias para 4° y 8° grado
(School Letterhead)

(Insert Date Here)

Estimado(a) padre, madre o tutor:

(School name) participará en la Evaluación Nacional del Progreso Educativo (NAEP, por sus siglas en inglés) el **(date)**. NAEP es la evaluación continua y nacionalmente representativa más grande acerca de lo que los estudiantes saben y pueden hacer en diferentes materias. NAEP es administrada por el Centro Nacional de Estadísticas de la Educación (NCES, por sus siglas en inglés), parte del Departamento de Educación de Estados Unidos. NAEP es diferente de nuestras evaluaciones estatales ya que ofrece una medida común de los logros en todo el país. Los resultados se publican en un informe llamado La Libreta de Calificaciones de la Nación, el cual les proporciona información a los educadores, padres, legisladores y al público acerca de los logros de los estudiantes.

Su hijo(a) **(tomará/posiblemente tome)** una evaluación de matemáticas, lectura o ciencias. Además de las preguntas sobre la materia, los estudiantes contestan los cuestionarios de contexto de NAEP de manera voluntaria. **También es posible que su hijo(a) reciba un cuestionario extendido que toma hasta 10 minutos más y en el que se le hacen preguntas contextuales adicionales.** Los cuestionarios proporcionan información valiosa acerca de las experiencias y oportunidades educativas de los estudiantes participantes tanto dentro como fuera del aula de clases. Puede encontrar más información acerca de los cuestionarios de NAEP en <https://nces.ed.gov/nationsreportcard/parents/spanish.aspx> en la sección “¿Qué se le preguntará a su hijo(a)?”

La evaluación toma aproximadamente 120 minutos para la mayoría de estudiantes, incluyendo tiempo de transición e instrucciones.

La información recolectada se utiliza únicamente con fines estadísticos.

- Las calificaciones de su hijo(a) no se verán afectadas.
- Los estudiantes pueden ser excusados por cualquier motivo, no están obligados a completar la evaluación y pueden dejar de responder cualquier pregunta.
- Aunque la evaluación es voluntaria, NAEP depende de la participación de los estudiantes para ayudarles a los legisladores a mejorar la educación. No obstante, si no desea que su hijo(a) participe, por favor, notifíqueme por escrito antes del **(date)**.

No es necesario estudiar en preparación para NAEP, pero anime a su hijo(a) a que haga su mejor esfuerzo. Un folleto que explica lo que la participación en NAEP significa para usted y para su hijo(a) está disponible en: <https://nces.ed.gov/nationsreportcard/pdf/parents/2012575.pdf>. Si tiene alguna pregunta, comuníquese con **(name)** al **(telephone number)** o por correo electrónico a **(email address)**.

Nos entusiasma que nuestra escuela participe en NAEP. Sabemos que los estudiantes de **(school name)** demostrarán lo que los estudiantes de nuestro país saben y pueden hacer.

Atentamente,

(School Principal's Name)

* El Centro Nacional para Estadísticas de la Educación (NCES, por sus siglas en inglés) está autorizado por la Ley de autorización para la Evaluación Nacional del Progreso Educativo (20 U.S.C. §9622) para administrar NAEP y para recopilar los expedientes educativos de los estudiantes de agencias o instituciones educativas con el propósito de evaluar programas de educación apoyados por el gobierno federal bajo la Ley de Derechos Educativos y Privacidad Familiar (FERPA) (FERPA, 34 CFR §§ 99.31(a)(3)(iii) y 99.35). Toda la información que proporcionen los participantes podrá usarse únicamente con fines estadísticos y no podrá darse a conocer o usarse ni para identificarlos ni para cualquier otro propósito salvo aquel requerido legalmente (20 U.S.C. §9573 y 6 U.S.C. §151). Por ley, todos los empleados del Centro Nacional de Estadísticas de la Educación (NCES, por sus siglas en inglés) al igual que todo representante del mismo, tales como contratistas y coordinadores de NAEP, han hecho un juramento y están sujetos a encarcelamiento hasta por 5 años, una multa de hasta \$250,000 dólares o ambas cosas, si intencionadamente dan a conocer CUALQUIER información de identificación de los participantes. El envío de información de los participantes por vía electrónica será monitoreado por empleados y contratistas federales para detectar virus, programas maliciosos (malware) y otras amenazas conforme a la Ley de Mejoramiento de la Seguridad Cibernética de 2015. La información recolectada se combinará para elaborar informes estadísticos.

CARTA DE NOTIFICACIÓN A LOS PADRES O TUTORES SOBRE NAEP DE 2019
Evaluaciones de matemáticas y lectura para 4º y 8º grado
(School Letterhead)

(Insert Date Here)

Estimado(a) padre, madre o tutor:

(School name) participará en la Evaluación Nacional del Progreso Educativo (NAEP, por sus siglas en inglés) el **(date)**. NAEP es la evaluación continua y nacionalmente representativa más grande acerca de lo que los estudiantes saben y pueden hacer en diferentes materias. NAEP es administrada por el Centro Nacional de Estadísticas de la Educación (NCES, por sus siglas en inglés), parte del Departamento de Educación de Estados Unidos. NAEP es diferente de nuestras evaluaciones estatales ya que ofrece una medida común de los logros en todo el país. Los resultados se publican en un informe llamado La Libreta de Calificaciones de la Nación, el cual les proporciona información a los educadores, padres, legisladores y al público acerca de los logros de los estudiantes.

Su hijo(a) **(tomará/posiblemente tome)** una evaluación de matemáticas o de lectura. Además de las preguntas sobre la materia, los estudiantes contestan los cuestionarios de contexto de NAEP de manera voluntaria. Los cuestionarios proporcionan información valiosa acerca de las experiencias y oportunidades educativas de los estudiantes participantes tanto dentro como fuera del aula de clases. Como parte del Estudio Nacional de Educación Indígena (NIES, por sus siglas en inglés) de 2019, es posible que a los estudiantes indígenas americanos y nativos de Alaska se les hagan preguntas adicionales personalizadas de acuerdo a sus experiencias educativas y sus oportunidades para aprender sobre su cultura y tradiciones. Puede encontrar más información acerca de los cuestionarios de NAEP en <https://nces.ed.gov/nationsreportcard/parents/spanish.aspx> en la sección “¿Qué se le preguntará a su hijo(a)?”

La evaluación toma unos 120 minutos para la mayoría de estudiantes, incluyendo tiempo de transición e instrucciones.

La información recolectada se utiliza únicamente con fines estadísticos.

- Las calificaciones de su hijo(a) no se verán afectadas.
- Los estudiantes pueden ser excusados por cualquier motivo, no están obligados a completar la evaluación y pueden dejar de responder cualquier pregunta.
- Aunque la evaluación es voluntaria, NAEP depende de la participación de los estudiantes para ayudarles a los legisladores a mejorar la educación. No obstante, si no desea que su hijo(a) participe, por favor, notifíqueme por escrito antes del **(date)**.

No es necesario estudiar en preparación para NAEP, pero anime a su hijo(a) a que haga su mejor esfuerzo. Un folleto que explica lo que la participación en NAEP significa para usted y para su hijo(a) está disponible en: <https://nces.ed.gov/nationsreportcard/pdf/parents/2012575.pdf>. Si tiene alguna pregunta, comuníquese con **(name)** al **(telephone number)** o por correo electrónico a **(email address)**.

Nos entusiasma que nuestra escuela participe en NAEP. Sabemos que los estudiantes de **(school name)** demostrarán lo que los estudiantes de nuestro país saben y pueden hacer.

Atentamente,

(School Principal's Name)

* El Centro Nacional para Estadísticas de la Educación (NCES, por sus siglas en inglés) está autorizado por la Ley de autorización para la Evaluación Nacional del Progreso Educativo (20 U.S.C. §9622) para administrar NAEP y para recopilar los expedientes educativos de los estudiantes de agencias o instituciones educativas con el propósito de evaluar programas de educación apoyados por el gobierno federal bajo la Ley de Derechos Educativos y Privacidad Familiar (FERPA) (FERPA, 34 CFR §§ 99.31(a)(3)(iii) y 99.35). Toda la información que proporcionen los participantes podrá usarse únicamente con fines estadísticos y no podrá darse a conocer o usarse ni para identificarlos ni para cualquier otro propósito salvo aquel requerido legalmente (20 U.S.C. §9573 y 6 U.S.C. §151). Por ley, todos los empleados del Centro Nacional de Estadísticas de la Educación (NCES, por sus siglas en inglés) al igual que todo representante del mismo, tales como contratistas y coordinadores de NAEP, han hecho un juramento y están sujetos a encarcelamiento hasta por 5 años, una multa de hasta \$250,000 dólares o ambas cosas, si intencionadamente dan a conocer CUALQUIER información de identificación de los participantes. El envío de información de los participantes por vía electrónica será monitoreado por empleados y contratistas federales para detectar virus, programas maliciosos (malware) y otras amenazas conforme a la Ley de Mejoramiento de la Seguridad Cibernética de 2015. La información recolectada se combinará para elaborar informes estadísticos.

CARTA DE NOTIFICACIÓN A LOS PADRES O TUTORES SOBRE NAEP DE 2019
Evaluaciones de matemáticas, lectura y ciencias para 12° grado
(School Letterhead)

(Insert Date Here)

Estimado(a) padre, madre o tutor:

(School name) participará en la Evaluación Nacional del Progreso Educativo (NAEP, por sus siglas en inglés) el **(date)**. NAEP es la evaluación continua y nacionalmente representativa más grande acerca de lo que los estudiantes saben y pueden hacer en diferentes materias. NAEP es administrada por el Centro Nacional de Estadísticas de la Educación (NCES, por sus siglas en inglés), parte del Departamento de Educación de Estados Unidos. NAEP es diferente de nuestras evaluaciones estatales ya que ofrece una medida común de los logros en todo el país. Los resultados se publican en un informe llamado La Libreta de Calificaciones de la Nación, el cual les proporciona información a los educadores, padres, legisladores y al público acerca de los logros de los estudiantes.

Su hijo(a) **(tomará/posiblemente tome)** una evaluación de matemáticas, lectura o ciencias. Además de las preguntas sobre la materia, los estudiantes contestan los cuestionarios de contexto de NAEP de manera voluntaria. **También es posible que su hijo(a) reciba un cuestionario extendido que toma hasta 10 minutos más y en el que se le hacen preguntas contextuales adicionales.** Los cuestionarios proporcionan información valiosa acerca de las experiencias y oportunidades educativas de los estudiantes participantes tanto dentro como fuera del aula de clases. Puede encontrar más información acerca de los cuestionarios de NAEP en <https://nces.ed.gov/nationsreportcard/parents/spanish.aspx> en la sección “¿Qué se le preguntará a su hijo(a)?”

La evaluación toma aproximadamente 120 minutos para la mayoría de estudiantes, incluyendo tiempo de transición e instrucciones.

La información recolectada se utiliza únicamente con fines estadísticos.

- Las calificaciones de su hijo(a) no se verán afectadas.
- Los estudiantes pueden ser excusados por cualquier motivo, no están obligados a completar la evaluación y pueden dejar de responder cualquier pregunta.
- Aunque la evaluación es voluntaria, NAEP depende de la participación de los estudiantes para ayudarles a los legisladores a mejorar la educación. No obstante, si no desea que su hijo(a) participe, por favor, notifíqueme por escrito antes del **(date)**.

No es necesario estudiar en preparación para NAEP, pero anime a su hijo(a) a que haga su mejor esfuerzo. Un folleto que explica lo que la participación en NAEP significa para usted y para su hijo(a) está disponible en: <https://nces.ed.gov/nationsreportcard/pdf/parents/2012575.pdf>. Si tiene alguna pregunta, comuníquese con **(name)** al **(telephone number)** o por correo electrónico a **(email address)**.

Nos entusiasma que nuestra escuela participe en NAEP. Sabemos que los estudiantes de **(school name)** demostrarán lo que los estudiantes de nuestro país saben y pueden hacer.

Atentamente,

(School Principal's Name)

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