

# Parent Involvement Survey in Special Education



## How to Help Parents Complete the Survey



### 1 Explain the Survey

- “The Texas Education Agency (TEA) is conducting a survey of parents of students receiving special education services. Your responses provide important information to our school district to help us improve family-school partnerships, and also helps TEA measure how districts are doing all across the state.”
- “You can skip any question you do not want to answer or go back and change answers as you go”.

### 2 Read the Survey Aloud

- It is best if the person helping the parent is NOT in the special education department.
- Enter the parent’s PIN code, with his/her permission.
- Read the question and answer options EXACTLY as they appear on the survey.
- Refrain from expressing (via words or tone) a personal opinion about items or about selected responses.
- Avoid rushing respondents through the survey.
- Offer the parent confidentiality – do not ask for their child’s name or other identifying information.

### 3 Take Care When Talking About the Survey

**Instead of Saying:**

“If you want to change [or keep] the way your district involves parents, complete this survey.”

**Please Say:**

“Please complete the survey. Your feedback is important.”

**Instead of Saying:**

“We need your input to improve our schools.”

**Please Say:**


“Your feedback will be used by the district to make important decisions.”

## Have a Question or Need Help?

- Obtain missing or lost PINs
- Complete a survey over the phone
- Request additional translations

### Contact Us

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