



<Insert Your County> Public Schools System

September 29, 2009

Dear Parents, Guardians, and Staff,

The U.S. Department of Education has issued new guidelines regarding race and ethnicity collections for students and staff in public schools for all states. The categories used to report ethnicity and race were developed by the federal government to give a better snapshot of the ethnic and racial diversity of our nation.

In the past, student and staff identification was limited to only one choice of race and ethnicity. Beginning this school year, students and staff will now be able to identify with racial classifications of more than one category.

Although <Insert Your County> Public Schools used to ask for race and ethnicity information upon enrollment, this school year, current and newly enrolled students and staff will be asked to update their race and ethnicity.

Race and Ethnicity data will continue to be used by the federal government in the same manner as it was in the past. The only change will be from the old categories to the new categories for race and ethnicity.

If you have any questions regarding the process of collection or review of race and ethnicity, please visit the North Carolina Department of Public Instruction's website at <http://www.ncpublicschools.org/data/management/race-ethnicity/faq>.

Respectfully,

<Insert Your Superintendent>
Superintendent of Schools

<Insert mailing address here>