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Dear Head Start Families,

Hello, my name is John Benner. I am a PhD student in the University of Washington College of education. As a parent and former preschool teacher I became interested in how families and schools work together to help children succeed in life, and that is the topic of my dissertation project, the final step to getting my PhD. My hope is that my research will be used to help families and schools across the country find ways to work together better for the children they care for.

My two main research questions are:

- How do families in Head Start and public elementary schools experience their child's school, and the ways each institution works with them to help their children learn and grow?
- What similarities and differences are there between the ways that elementary schools and Head Start programs work with families? How might Head Starts and elementary schools work together

In order to do my research, I will be touring your program, observing at public events and during some drop-off and pick up times and interviewing parents, teachers, staff and administrators. This is a research project with adults only. I am not interviewing, photographing, or recording children in any way for this study.

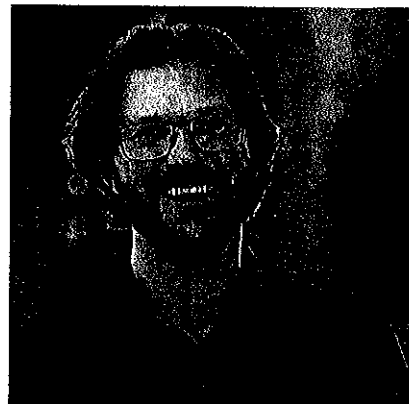
Interviewing parents will be the most important part of this research project because parents are the experts on their children's lives and their experiences. Research is a form of learning, and I am here to learn from parents about their experiences in their child's Head Start. I am looking for parents willing to volunteer to be interviewed in a small group of other parents, or on their own (your choice). There will be a sign-up sheet in your child's classroom. You may also contact me if you want to sign up. Interviews can happen in your home language or in English.

Here is a picture of me so you know who I am when you see me around your center. Feel free to introduce yourself and ask any questions. I look forward to meeting you!

Best regards,

A handwritten signature in black ink that reads "John Benner". The signature is written in a cursive style and is positioned above the printed name.

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# Research Questionnaire

Early Learning



## Guidance

Any individual or organization wishing to collaborate with the Puget Sound ESD Early Learning Program on a research project must complete this Research Questionnaire. Submit the completed questionnaire to the PSESD Strategy, Evaluation, and Learning team with a cover letter that addresses how the project will meet the criteria for participation as outlined in the *Research Policy*.

Questions	Yes/No	Explanation
Does the research project comply with FERPA, HIPAA, and any other related laws and regulations?	Yes	No student data or records are part of this study
Will the research methods preclude harm, humiliation, or personal discomfort to any children, parents, or staff?	No	
Will the research project provide significant resources, such as services, training, material, or money, to the program?	No	
Will the research project advance knowledge and understanding about questions relevant or of interest to the PSESD Early Learning program and its participants?	Yes	
Are the research questions and approach in line with the PSESD Early Learning philosophy?	Yes	
Does the research project allow for staff and parent participation in the design and implementation of the project?	Yes	Feedback from Parent committee and staff on questions, observations and recruitment, <del>recruitment</del>
Will the research project place an undue burden on staff that prevents them from carrying out normal duties in our existing program?	No	All staff interviews will happen outside of work time
Will the research entity reimburse the program for significant cost of additional staff time?	No/yes	If needed, I will reimburse for interpreters/translation
Will there be stipends for parent participants?		
Does the project meet all criteria established by the respective research institution's Human Subjects Review Committee (if applicable)?	Yes	This study was deemed exempt by UW IRB
Will the research entity ensure that written permission is obtained from parents prior to initiating research activities involving individual children and/or parents?	Yes	
Will the research entity provide interpretation/translation services?	Yes	as needed for interviews
Will the research entity provide an advance copy of research results to PSESD Early Learning?	Yes	I am also happy to present findings at meetings, etc.

Email this Questionnaire and a cover letter describing the proposed project to: Sarita Siqueiros Thornburg at [sthornburg@psed.org](mailto:sthornburg@psed.org).

## Related Documents

Research Policy

Research Procedure