

School City of Hammond

41 Williams Street • Hammond, IN 46320
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Dr. Walter J. Watkins, Superintendent

April 1, 2010

Dear Parents and Guardians:

I am writing to inform you about the new guidelines from the U.S. Department of Education regarding the collection of data on race and ethnicity for public school students and staff.

All students in the School City of Hammond will need to complete a brief form this month. The form allows a student to declare himself or herself as Hispanic/Latino or not Hispanic/Latino. Secondly, all students will be able to identify themselves as to race by choosing one or more categories listed on the form. The same form will be used by the families of newly enrolled students.

It is very important that each student provides complete and accurate information regarding ethnicity and race so that all groups are represented equally. The new data will continue to be used for matters related to education only, such as analyzing ISTEP+ test results. The School City of Hammond will maintain the confidentiality of individual records, according to state and federal law, to ensure that the data is not used for non-education purposes or shared with other government agencies, such as Immigration.

Please complete the form if sent home to you, or instruct your child to complete the form at school, according to the instructions. Information regarding the collection of this data is available on the School City of Hammond website at www.hammond.k12.in.us.

Sincerely,

Dr. Walter J. Watkins
Superintendent of Schools

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