~~ SCHOOL LETTERHEAD ~~

June 27, 2016

Dr. Anne Corinne Huggins-Manley

College of Education

University of Florida

Gainesville, FL 32611

Dear Dr. Huggins-Manley,

I am pleased to offer the participation of our teachers for Project DIMES, a project for developing an elementary-level measure of teachable morphological skills. Our teachers and educators are in need of assessments that can provide quick and useful information about the reading skills of young students. If your project is awarded funding, we welcome the opportunity to collaborate with you in developing this type of assessment.

I understand that the school’s involvement in this project will consist of allowing and supporting our teachers to work with your research team in the fall of 2018 and the fall of 2019. Specifically, our teachers will be encouraged to allow your researchers access to their classrooms to allow for the administration of two versions of a computerized assessment of morphological skills in our third, fourth, and fifth grade classrooms. I understand that these administrations will take up to two hours of class time. I understand that the de-identified student responses to these assessments will be used to both refine the development of the measurement tool and to add to the research literature base on diagnostic measurement and elementary-level morphology. Given that the research will be approved by the Institutional Review Board, I am supportive of these data collection plans and data uses.

Our school has (FILL IN WITH NUMBER) 3rd, 4th, and 5th grade classrooms with approximately (FILL IN WITH NUMBER) students. I will encourage all teachers of these grade levels to collaborate with your research team for each of these two administration time points.

To summarize, I endorse my school’s collaboration with your research team at the University of Florida. I see this as a valuable opportunity to develop a useful assessment that can eventually benefit the teachers and students in our school. (FILL IN WITH SCHOOL NAME) and I look forward to working with Project DIMES.

Sincerely,