

Sauk Prairie School District



440 13th Street
Prairie du Sac, WI 53578
Phone: (608) 643-5990
Fax: (608) 643-6216

To: SPSD Employees
From: Brent Richter, Exec. Dir. of Business Services
Date: July 2016
Re: Race-Ethnicity Data Collection

In 2010 a form was sent to all parents of school children 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. The federal government, which requires all states to collect this information, has developed a new way to report ethnicity and race that includes new categories.

As a result, all staff members are being asked to update your data as well. With the new reporting categories, you may now identify yourself as either Hispanic/Latino or not Hispanic/Latino **and** by *one or more* of the following groups: American Indian/Alaska Native; Asian; Black/African-American; Native Hawaiian/Other Pacific Islander; and White. Starting with the 2010-2011 school year, all schools will report employee data to the U.S. Department of Education using the new categories.

Please complete the form on the back of this memo and send it to your school office or the District Office. Please contact Beth L. Huerth at 643-5987 or beth.huerth@saukprairieschools.org, with any questions.

For more information about the data reporting categories, please see: Race-Ethnicity Data Collection FAQ at <http://dpi.wi.gov/cst/data-collections/student/ises/data-collection/cd-year-child-count-data-elements/race-ethnicity-faq>.

Thank you for your help.

OVER PLEASE

**Sauk Prairie School District
440 13th Street
Prairie du Sac, WI 53578
608-643-5990**

Employee's Name: _____ (please print)

Please answer BOTH questions 1 and 2.

1. Are you Hispanic or Latino? (choose only one)
 - No, not Hispanic or Latino
 - Yes, Hispanic or Latino

2. Select all of the following categories that apply to you: (Choose one or more. You must select at least one.)
 - American Indian or Alaska Native
 - Asian
 - Black or African American
 - Native Hawaiian or Other Pacific Islander
 - White

Signature: _____ Date: _____

Please return as soon as possible
to a school office
or Beth L. Huerth
District Office
440 13th Street, Prairie du Sac, WI 53578
There is an after-hours drop box at the District Office for your convenience.