



COMMONWEALTH of VIRGINIA

DEPARTMENT OF EDUCATION

DATE: February 3, 2023

TO: Division Superintendents

FROM: Jillian Balow, Superintendent of Public Instruction

SUBJECT: **2023 Career Readiness Survey**

The Office of the Secretary of Education, Virginia Department of Education (VDOE), and the Virginia Office of Education Economics housed at the Virginia Economic Development Authority have been invited to participate in the international Organisation for Economic Cooperation and Development (OECD) Career Readiness project. The OECD project will provide valuable information about how Virginia prepares students to transition from formal education into employment.

This memo is being transmitted to all superintendents for awareness but only a sampling of schools will be required to administer a survey to students as part of the project. The attached list of high schools (**Attachment A**) was selected by random sampling. The survey should be conducted between March 20-31, 2023, with students in grades 10-11 in the selected schools. A parent opt-out of participation notification letter under *Code of Virginia § 22.1-79.3* and [20 U.S. Code § 1232h\(b\)](#) is required for this survey administration. A 30-day notice to parents (**Attachment B**) must be sent no later than February 20, 2023. The survey is anonymous and confidential; participants will not give their names on the survey, and it will not be possible to match survey answers to participant identities. Data will be analyzed and reported in aggregate. The survey will take between 15-20 minutes to complete.

School principals in selected schools will receive an email with a survey link, a packet of materials, and further instructions to facilitate the 2023 Career Readiness Survey process. The OECD will produce a report detailing the results of this survey and the other parts of their study that will be made available to all Virginia school divisions.

If you have any questions about OECD or the contents of this survey, please contact Heather McKay, Office of Education Economics, at (804) 229-8742 or hmcKay@vdep.org. If you have questions pertaining to career readiness resources, please contact the Office of Career, Technical, and Adult Education, at (804) 225-2051 or CTE@doe.virginia.gov. If you have questions pertaining to survey procedures, please contact Antionette Stroter, Office of Research, at antionette.stroter@doe.virginia.gov.

JB/JAW/jts

Attachments:

- A. [List of High Schools for the Career Readiness Survey](#) (Word)
- B. [Template Letter for the 30-Day Notice to Parent](#) (Word)