

FORM **SASS-3C**
(1-9-91)

U.S. DEPARTMENT OF COMMERCE
BUREAU OF THE CENSUS
ACTING AS COLLECTING AGENT FOR
U.S. DEPARTMENT OF EDUCATION
NATIONAL CENTER FOR EDUCATION STATISTICS

SCHOOLS AND STAFFING SURVEY
INDIAN SCHOOL QUESTIONNAIRE
1990-1991

OMB No. 1850-0598
Approval Expires 12/31/92

This report is authorized by law (20 USC 1221e). Your answers will be kept strictly confidential. Results from this survey will appear in summary or statistical form only, so that individuals cannot be identified.

**RETURN
TO**

Bureau of the Census
Current Projects Branch
1201 East Tenth Street
Jeffersonville, IN 47132

Please complete this questionnaire with information about the SCHOOL named on the label and return it to the Bureau of the Census in the enclosed preaddressed envelope. Please return it within 3 weeks.

If the school's name or level is different from that indicated on the label, please call the Census Bureau collect at (301) 763-5507.

If you have any questions, you can call the Census Bureau collect.

If the school named on the label is no longer in operation, mark the box below and return this questionnaire to the Census Bureau in the enclosed envelope.

1 School no longer in operation

THIS SURVEY HAS BEEN ENDORSED BY -

American Association for Counseling and Development

American Association of School Administrators

American Federation of Teachers

Bureau of Indian Affairs

Council of Chief State School Officers

National Association of Elementary School Principals

National Association of Secondary School Principals

National Education Association

*Please correct any errors in name
and address, including
ZIP Code.*



Dear Principal:

The National Center for Education Statistics (NCES) of the U.S. Department of Education requests your participation in the School Survey for the 1990-91 Schools and Staffing Survey. Your school is one of 9,900 public and 3,300 private schools across the Nation selected to be in the sample.

The Schools and Staffing Survey, first conducted in school year 1987-88, is an integrated set of surveys consisting of the Teacher Demand and Shortage Survey, the School Survey, the School Administrator Survey, and the Teacher Survey. These surveys are being conducted periodically to measure critical aspects of teacher supply and demand, the composition of the administrator and teacher work force, and the general status of teaching and schooling. The purpose of the School Survey is to obtain information about schools such as staff-pupil ratio, student characteristics, staffing patterns, and teacher turnover.

The U.S. Bureau of the Census is conducting the survey for the National Center for Education Statistics by the authority of Section 406(b) of the General Education Provisions Act, as amended (20 USC 1221 e). The data will be treated as confidential and will be reported only in statistical summaries that preclude the identification of any individual participating in the surveys.

We are conducting this survey with a sample of schools. While this minimizes overall response burden, the value of each individual survey response is greatly increased because it represents many other schools. I, therefore, encourage you to participate in this voluntary survey by completing this questionnaire and returning it within 3 weeks to the **Bureau of the Census**, Current Projects Branch, 1201 East Tenth Street, Jeffersonville, IN 47132, in the preaddressed envelope enclosed for your convenience.

Thank you for your cooperation in this very important effort.

Sincerely,



Emerson J. Elliott
Acting Commissioner
National Center for Education Statistics

Enclosures

INFORMATION ABOUT YOUR PARTICIPATION

Public reporting burden for this collection of information is estimated to average one hour per response, including the time for reviewing instructions, gathering the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Education, Information Management and Compliance Division, Washington, DC 20202-4651; and to the Office of Management and Budget, Paperwork Reduction Project 1850-0598, Washington, DC 20503.

INSTRUCTIONS

Most of the questions on this questionnaire are arranged so that the questions are on the left side of the page and the answer categories or spaces for written answers are on the right. Please answer the questions by marking the appropriate answer category with an X, or recording your answer in the space provided. We suggest that you use a typewriter or pencil, rather than a pen or marker.

Notice that at the end of some answer categories and answer spaces, there are instructions to skip to a later item or to continue with the next item on the questionnaire.

Unless otherwise indicated, all questions refer to the 1990-91 school year.

If you are unsure about how to answer a question, give the best answer you can and write a comment in the "Remarks" space. Please include the item number.

If you have any questions, call the Bureau of the Census COLLECT at (301) 763- 5507.

Return your completed questionnaire to the Bureau of the Census in the enclosed preaddressed envelope. Please return it within 3 weeks.

Remarks

Please keep count of the time required to obtain the information and complete this questionnaire. At the end of the questionnaire, record the amount of time spent.

a. Please give your name, title, telephone number, and the most convenient days/times to reach you. This information will be used only if it is necessary to clarify any of your responses.

Name

Title

Telephone number (Include **area code**)
Area code **Number**

1 Convenient **days/times** to reach you, if necessary

b. Does this school serve students in ANY of grades 1 through 12 or comparable ungraded levels?

011 1

Yes - Continue with item 7 on page 4

2 **No** - Stop now and return this questionnaire to the Bureau of the Census in the enclosed envelope. Thank you for your time.

SECTION 1 - SCHOOL CHARACTERISTICS

1. What is the level of this school?

0 1 3

- Elementary
- Middle school/junior high
- Secondary
- Combined elementary and secondary

Mark (X) only one box

2a. For what grade levels does this school offer instruction?
 Mark (X) the box for each grade in which instructor is offered in this school, whether or not there are any pupils enrolled in that grade.

Prekindergarten refers only to the year immediately prior to kindergarten.

Instruction offered
 Mark (X) all that apply
 (a)

Enrollment
 October 1, 1990
 (b)

014

Ungraded

015

018

Prekindergarten

019

020

Kindergarten

021

b. How many students were enrolled in each grade on October 1 of this school year?

Report in head counts.

If instruction for a grade level is offered but no students are enrolled in that grade, mark the grade level box in column (a) and enter "0" in column (b).

022

1st

023

024

2nd

025

026

3rd

027

028

4th

029

030

5th

031

1032

6th

033

034

7th

035

036

8th

037

038

9th

039

040

10th

041

042

11th

043

044

12th

045

046

Postsecondary

047

TOTAL →

048

3. Do any students in this school attend another elementary or secondary school for part of the day?

049

- Yes - How many? → _____
- No

050

4. On October 1 of LAST SCHOOLYEAR, how many students were enrolled in grades K - 12 or comparable ungraded levels in THIS school (the school named on the cover page label)?

Include only students who were enrolled in the school named on the questionnaire label. Do NOT include any prekindergarten or postsecondary students.

051

_____ Students

5. How long is the school day for most students in this school?

Report BOTH hours and minutes, e.g., "5" hours and "45" minutes, "6" hours and "0" minutes, etc.

052

_____ Hours

AND

053

_____ Minutes

SECTION 1 – SCHOOL CHARACTERISTICS – Continued

6. How many days are in the school year for students in this school? 054 _____ Days

7. How many K- 12 students in this school are -
Do NOT include prekindergarten or postsecondary students. 055 _____ Students
 a. American Indian or Alaskan Native? None

b. Asian or Pacific Islander? 056 _____ Students
 None

c. Hispanic, regardless of race?
(Mexican, Puerto Rican, Cuban, Central or South American, or other Hispanic culture or origin) 057 _____ Students
 None

d. Black (not of Hispanic origin)? 058 _____ Students
 None

e. White (not of Hispanic origin)? 059 _____ Students
 None

8a. Is this school coeducational? 060 Yes *Continue with b*
 No, it is an all-female school } *Skip to item 9*
 No, it is an all-male school }

b. What percent of K-12 students enrolled in this school are male? 061 %
Do NOT include prekindergarten or postsecondary students.
Record percentage in whole numbers, not tenths. Do not enter a decimal point.

9. How many K-12 students were absent the most recent school day? 062 _____ Students
Do NOT include prekindergarten or postsecondary students.
 None
Include both excused and unexcused absences.

10. How many K-12 students board at this school?
Do NOT include prekindergarten or postsecondary students. _____ Students
 None
064 All students board

SECTION 1 - SCHOOL CHARACTERISTICS - Continued

11. Which of these best describes the community in which this school is located?

Mark (X) only one box.

- 065**
- 1 A rural or farming community
 - 2 A small city or town of fewer than 50,000 people that is not a suburb of a larger city
 - 3 A medium-sized city (50,000 to 100,000 people)
 - 4 A suburb of a medium-sized city
 - 5 A large city (100,000 to 500,000 people)
 - 6 A suburb of a large city
 - 7 A very large city (over 500,000 people)
 - 8 A suburb of a very large city
 - 9 A military base or station
 - 10 An Indian reservation

12. Which of these best describes this school?

Mark (X) only one box.

- 104**
- 1 REGULAR elementary or secondary
 - 3 Elementary or secondary with a SPECIAL PROGRAM EMPHASIS (e.g., science/math school, performing arts high school, foreign language immersion school, talented/gifted school)
 - 4 SPECIAL EDUCATION (serves primarily handicapped students)
 - 5 VOCATIONAL/TECHNICAL (serves primarily students being trained for occupations)
 - 6 ALTERNATIVE (offers a curriculum designed to provide alternative or nontraditional education. Does not specifically fall into regular, special education, or vocational school.)

Remarks

SECTION 1 – SCHOOL CHARACTERISTICS – Continued

13. For each of the following programs or services, please indicate whether it is available to students in this school, either during or outside of regular school hours, and regardless of funding source.

Do NOT include nursery, prekindergarten, or postsecondary students.

a. English as a second language— students with limited English proficiency are provided with intensive instruction in English. 105 1 Yes – How many students participate in this program? 106
2 No

b. Bilingual education – native language is used to varying degrees in instructing students with limited English proficiency. *For example, transitional bilingual education and structured immersion* 107 1 Yes How many students¹³ participate in this program? 108
2 No

c. Remedial reading – organized **compensatory**, diagnostic, and remedial activities designed to correct and prevent difficulties in the development of reading skills 109 1 Yes – How many students participate in this program? 110
2 No

d. Remedial mathematics – **organized** compensatory, diagnostic, and remedial activities designed to correct and prevent difficulties in the development of mathematics skills 111 1 Yes – How many students participate in this program? 112
2 No

e. Programs for handicapped students – instruction for the mentally retarded, specific learning disabled, physically handicapped, and other handicapped students 113 1 Yes – How many students participate in this program?+ 114
2 No

f. Programs for the gifted and talented – activities designed to permit gifted and talented students to further develop their abilities 115 1 Yes – How many students participate in this program?-- 116
2 No

g. Diagnostic and prescriptive services – services provided by trained professionals to diagnose learning problems of students and to plan and provide therapeutic or educational programs based upon such services 117 1 Yes – How many students received this service? 118
2 No

h. Extended day or before- or after-school day-care programs 119 1 Yes How many students participate in this program? → 120
2 No

14a. Does this school offer a PREKINDERGARTEN program, i.e., a program for students in the year immediately before kindergarten? 121 1 Yes – Continue with b
2 No Skip to item 15a

b. How many days per week is prekindergarten offered at this school? 122 _____ Days per week

c. How long is the school day for students in the prekindergarten program? 123 1 Half day
2 Full day
3 Both offered
Mark (X) only one box.

15a. Does this school offer a KINDERGARTEN program? 124 1 Yes – Continue with b
2 No – Skip to item 16a

b. How many days per week do the kindergarten students attend this school? 125 _____ Days per week

c. How long is the school day for students in the kindergarten program? 126 1 Half day
2 Full day
3 Both offered
Mark (X) only one box.

SECTION 1 – SCHOOL CHARACTERISTICS – Continued

16a. Does this school have a library/media center? **127** 1 Yes — Continue with b
2 No — Skip to item 17a

b. Do all students in this school have access to the library/media center? **128** 1 Yes
2 No

17a. Does this school provide Chapter 1 services under the Elementary and Secondary Education Act as amended, i.e., federal funds for the special educational needs of disadvantaged children? **129** 1 Yes — Continue with
2 No — Skip to item 18a

b. How many students are served? **130** _____ Prekindergarten students
0 None
131 _____ K — 12 students
0 None

c. How many Chapter 1 teachers and/or teacher aides are at this school? **132** _____ Teachers and/or teacher aides

18a. Are any of the students in this school eligible for free or reduced-price lunches that are paid for with public funds, e.g., Federal government or other government? **133** 1 Yes — Continue with b
2 No — Skip to item 19a

b. How many students receive free or reduced price lunches? **134** _____ Prekindergarten students
0 None
135 _____ K — 12 students
0 None
136 1 This school does not participate in the government lunch program

19a. Does this school have any special requirements for admission other than proof of immunization, age, or residence? **137** 1 Yes — Continue with b
2 No — Skip to item 20

b. Which of these does this school use for admission? **138** 1 Admission test
139 2 Standardized achievement test
140 3 Academic record
141 4 Special student needs
142 5 Special student aptitudes
143 6 Personal interview
144 7 Recommendations
145 8 Tribal affiliation
NOTE — If you marked only one box for item 19b skip to item 20.

c. Of the categories marked for item 19b above, which is the most important consideration for admission and which is the second most important? **146** _____ Most important
Enter the appropriate category numbers (1–8). **147** _____ Second most important

20. Does this school provide instruction for grade 12? **148** 1 Yes — Continue with item 21a
2 No — Skip to the instructions above item 26 on page 10

SECTION 1 - SCHOOL CHARACTERISTICS - Continued

21a. For high school graduation for students in the class of 1991, how many years of instruction are required in each of the following areas?

Record the **number to the nearest tenth**, e.g., 3.0, 2.5, etc. if **none**, mark (X) the "None" box.

(1) English/language arts

149 None

(2) Mathematics

150 None

(3) Computer science

151 None

(4) Social sciences/social studies (e.g., history, geography, economics)

152 None

(5) Physical and biological sciences

153 None

(6) Foreign language

154 None

b. Do these requirements reflect a 3-year or a 4-year program?

155 3-year program
 4-year program

For items 22a - 24b, students may be enrolled in more than one program.

22a. Does this school offer a college preparatory program?

156 Yes - Continue with b
 No - Skip to item 23a

b. How many students in grades 10-12 are enrolled in this program?

157 _____ Students
 None

23a. Does this school offer a vocational or technical program?

158 Yes - Continue with b
 No - Skip to item 24a

b. How many students in grades 10-12 are enrolled in this program?

159 _____ Students
 None

24a. Does this school offer a general program for students who do not plan to attend college?

160 Yes - Continue with b
 No - Skip to item 25a

b. How many students in grades 10-12 are enrolled in this program?

161 _____ Students
 None

25a. LAST SCHOOL YEAR, how many students were enrolled in 12th grade on or about October 1?

162 _____ Students - Continue with b
 None - Skip to instructions above item 26

b. How many students graduated from 12th grade last year? Include 1990 summer graduates.

163 _____ Graduates - Continue with c
 None - Skip to instructions above item 26

c. How many of last year's graduates applied to two- or four-year colleges?

164 _____ Students
 None

SECTION 2 – STAFFING PATTERNS

In questions 26-32, you are asked to report the number of **teachers** in this school in full-time equivalents (FTEs). For an individual teacher, the FTE would be the ratio of the time the person spends working as a teacher at this school to the time that would be spent by a full-time teacher. The following are some examples:

- A teacher who works full time would have an FTE of 1.0
- A teacher who works half days for five days a week would have an FTE of .5
- A teacher who works all day for one day each week would have an FTE of .2
- A teacher who spends one-fifth of her time as a guidance counselor and four-fifths as a teacher would have an FTE of .8
- Someone who works one-third time as a teacher in this school would have an FTE of .3.

A school that has three full-time teachers (3.0) and one half-time teacher (.5) would have a total of 3.5 FTE teachers.

- A school that has five full-time teachers (5.0) and three half-time teachers (1.5) would have a total of 6.5 FTE teachers.

Note that FTEs are reported to the nearest tenth.

Count only **TEACHERS**. Do not count FTEs for guidance counselors, teachers' aides, daycare aides, etc.

26. How many **FTE** teachers **were** employed **by this** school at each of these levels on October 1 of THIS school year, and on October 1 of **LAST** school year?

Enter only one digit to the right of the decimal point. If the answer is a whole number, please enter a zero (0) to the right of the decimal point, e.g., 7.0.

Grade level	This year's FTE teachers	Last year's FTE teachers
	<u>165</u>	<u>166</u>
a. Ungraded	0 <input type="checkbox"/> None	. 0 <input type="checkbox"/> None
	<u>167</u>	<u>168</u>
b. Prekindergarten	0 <input type="checkbox"/> None	0 <input type="checkbox"/> None
	<u>169</u>	<u>170</u>
c. Kindergarten	0 <input type="checkbox"/> None	0 <input type="checkbox"/> None
	<u>171</u>	<u>172</u>
d. Grades 1-6	0 <input type="checkbox"/> None	0 <input type="checkbox"/> None
	<u>173</u>	<u>174</u>
e. Grades 7-12	0 <input type="checkbox"/> None	0 <input type="checkbox"/> None
	<u>175</u>	<u>176</u>
f. Postsecondary	0 <input type="checkbox"/> None	0 <input type="checkbox"/> None
	<u>177</u>	<u>178</u>
g. TOTAL FTE teachers		

In items 27- 32, report FTE teachers or teaching positions for grades K – 12. Include FTE teachers or teaching positions for ungraded if the students are the same ages as those in grades K – 12. Do NOT include prekindergarten or postsecondary teaching positions or teachers.

Refer to item 26 above.

27. Record the total number of **FTE** teachers who teach grades K-12 or comparable ungraded levels, i.e., this year's total **FTE** teachers minus prekindergarten and postsecondary.

179

SECTION 2 - STAFFING PATTERNS - Continued

<p>28. Of the total FTE teachers for grades K- 12 and comparable ungraded levels (entry in item 27), how many hold regular or standard state certification in their fields of assignment?</p> <p><i>Count a teacher as certified if he she has met your state's regular or standard certification requirements in his/her assigned field. Include those who have completed a/l necessary course work and practice teaching, and are eligible for full certification upon completion of a probationary period.</i></p> <p>NOTE: Do NOT count teachers who have only emergency or other nonstandard certification.</p>	<p style="text-align: right;">180 _____</p> <p style="text-align: right;">o <input type="checkbox"/> None</p>
<p>29a. As of October 1 of this school year, how many FTE teaching positions for grades K -12 and comparable ungraded levels were vacant or temporarily filled by a substitute teacher?</p>	<p style="text-align: right;">181 _____</p> <p style="text-align: right;">o <input type="checkbox"/> None</p>
<p>b. How many FTE teaching positions for grades K-12 and comparable ungraded levels-were abolished or withdrawn between the start of the hiring season and October 1 of this school year because suitable candidates could not be found?</p>	<p style="text-align: right;">182 _____</p> <p style="text-align: right;">o <input type="checkbox"/> None</p>
<p>30. How many FTE teaching positions for grades K-I 2 and comparable ungraded levels were APPROVED for this school year, whether filled or not?</p> <p>NOTE - Entry must equal sum of entries for items 27, 29a, and 29b.</p>	<p style="text-align: right;">183 _____</p>
<p>31a. As of October 1 of this school year, how many FTE teachers for grades K - 12 or comparable ungraded levels were NEWLY HIRED for this school year?</p> <p><i>Include teachers returning from unpaid leave of absence of one school year or more. Do not include substitute teachers.</i></p>	<p style="text-align: right;">184 _____ - Continue with b</p> <p style="text-align: right;">o <input type="checkbox"/> None - Skip to item 32</p>
<p>b. How many of these newly hired FTE teachers hold regular or standard state certification in their fields of assignment?</p>	<p style="text-align: right;">185 _____</p> <p style="text-align: right;">o <input type="checkbox"/> None</p>
<p>32 At the end of LAST SCHOOL YEAR, how many FTE teachers for grades K- 12 and comparable ungraded levels were laid off?</p> <p><i>Count teachers whose contracts were not renewed at the end of the 1989- 90 school year because of budget limitations, declining enrollment, or elimination of courses. Do NOT include teachers who were fired or whose contracts were not renewed because of performance reasons.</i></p>	<p style="text-align: right;">186 _____</p> <p style="text-align: right;">o <input type="checkbox"/> None</p>
<p>33a. As of October 1 of this school year, how many FTE librarians/media specialists were employed in this school?</p>	<p style="text-align: right;">187 _____</p> <p style="text-align: right;">o <input type="checkbox"/> None</p>
<p>b. As of October 1 of this school year, how many FTE librarian/media specialist positions were vacant or temporarily filled by a substitute?</p>	<p style="text-align: right;">188 _____</p> <p style="text-align: right;">o <input type="checkbox"/> None</p>
<p>c. How many FTE librarian/media specialist positions were abolished or withdrawn between the start of the hiring season and October 1 of this school year because a suitable candidate could not be found?</p>	<p style="text-align: right;">189 _____</p> <p style="text-align: right;">o <input type="checkbox"/> None</p>
<p>d. How many FTE librarian/media specialist positions were APPROVED for this school year, whether filled or not?</p> <p>Entry must equal sum of entries for items 33a-c.</p>	<p style="text-align: right;">190 _____</p> <p style="text-align: right;">o <input type="checkbox"/> None</p>

SECTION 2 - STAFFING PATTERNS - *Continued*

34a. Were there teaching vacancies in this school for this school year, i.e., teaching positions for which teachers were recruited and interviewed? **191** Yes - *Continue with b*
 2 No - *Skip to item 35a*

b. Did this school have any teaching vacancies this school year that could not be filled with a teacher qualified in the course or grade level to be taught? **192** Yes - *Continue with c*
 2 No - *Skip to 34d*

c. Which of these methods did this school use to cover the vacancy(ies)?
Mark (X) all that apply.

193 1 Cancelled planned course offerings
194 2 Expanded some class sizes
195 3 Added sections to other teachers' normal teaching loads
196 4 Assigned a teacher of another subject or grade level to teach those classes
197 5 Used long-term and/or short-term substitutes
198 6 Used part-time or itinerant teachers
199 7 Hired a less qualified teacher

d. How difficult or easy was it to fill the vacancies for this school year in each of the following fields?

Mark (X) one box for each line

	No vacancies in that field	Easy	Somewhat difficult	Very difficult	Could not fill vacancy
(1) General elementary	200 0 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(2) Special education	201 0 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(3) English	202 0 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(4) Mathematics	203 0 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(5) Physical sciences	204 0 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(6) Biology or life sciences	205 0 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(7) English as a second language (ESL) or bilingual education	206 0 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(8) Foreign language	207 0 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>
(9) Vocational education	208 0 <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>

For items 35 - 41, report the number of teachers for grades K-12 (and comparable ungraded levels) only. Do not include teachers who teach only prekindergarten and postsecondary students.

NOTE - Report in head counts, not FTEs.

35a. How many K-12 teachers have FULL-TIME teaching positions at this school?

209 _____ Full-time teachers
 None

b. How many K-12 teachers have PART-TIME teaching positions at this school?

210 _____ Part-time teachers
 None

c. What is the total number of K-12 teachers at this school?

211 _____ Total K-12 teachers

Total must equal sum of items 35a and 35b.

SECTION 2 – STAFFING PATTERNS – Continued

36. How many K - 12 teachers in this school are –
include both full- and part-time teachers.

a. American Indian or Alaskan Native? 212 _____ Teachers
0 None

b. Asian or Pacific Islander? 213 _____ Teachers
0 None

c. Hispanic, regardless of race?
(Mexican, Puerto Rican, Cuban, Central or South
American, or other Hispanic culture or origin) 214 _____ Teachers
0 None

d. Black (not of Hispanic origin)? 215 _____ Teachers
0 None

e. White (not of Hispanic origin)? 216 _____ Teachers
0 None

37. How many K-12 teachers were absent the most
recent school day?
include both full- and part-time teachers.

217 _____ Teachers
0 None

38. How many K-12 teachers have a degree
beyond the bachelor's degree?

218 _____ Teachers
0 None

Include both full- and part-time teachers.

39. How many K-12 teachers have taught for each
of the following periods of time? Include years of
teaching at this school and at any other
elementary or secondary school – either public
or private, part-time or full-time. Include this
school year.

a. Less than 3 years 219 _____ Teachers
0 None

b. 3 to 9 years 220 _____ Teachers
0 None

c. 10 to 20 years 221 _____ Teachers
0 None

d. More than 20 years 222 _____ Teachers
0 None

NOTE – The sum of parts a-d must equal the entry
for item 35c.

SECTION 2 – STAFFING PATTERNS – Continued

40a. How many K-12 teachers are NEW to this school this year? Include teachers who taught in this school in previous years but were not here last year.

223 _____ New teachers – Continue with b
 None – Skip to item 41 a

Include full and part-time teachers.

b. Of those K-12 teachers who are NEW to this school (item 40a above), how many have their main teaching assignment in each of the following fields?

(1) General elementary 224 _____ Teachers
 None

(2) Special education 225 _____ Teachers
 None

(3) English 226 _____ Teachers
 None

(4) Mathematics 227 _____ Teachers
 None

(5) Physical sciences 228 _____ Teachers
 None

(6) Biology or life sciences 229 _____ Teachers
 None

(7) English as a second language (ESL) 230 _____ Teachers
 None

(8) Bilingual education 231 _____ Teachers
 None

(9) Foreign language 232 _____ Teachers
 None

(10) Vocational or technical education 233 _____ Teachers
 None

(11) Other – Specify _____ 234 _____ Teachers
 None

NOTE: The sum of items (1)-(11) must equal the entry in item 40a (above).

SECTION 2 — STAFFING PATTERNS — *Continued*

41 a. How many K-12 teachers LEFT this school between October 1 of last school year and October 1 of this school year? 235 _____ Teachers — *Continue with b*
 None — *Skip to item 42*

include full- and part-time teachers.

b. Of those K-12 teachers who LEFT this school (*item 41a above*), how many are no longer teaching in elementary or secondary school? 236 _____ Teachers — *Continue with c*
 None

Include teachers who have retired and those who died.

237 Don't know } *Skip to item 42*

c. Of those K-12 teachers who have LEFT TEACHING (*item 41b above*), how many had their main assignment in each of the following fields? 238 _____ Teachers

(1) General elementary None

(2) Special education 239 _____ Teachers
 None

(3) English 240 _____ Teachers
 None

(4) Mathematics 241 _____ Teachers
 None

(5) Physical sciences 242 _____ Teachers
 None

(6) Biology or life sciences 243 _____ Teachers
 None

(7) English as a second language (ESL) 244 _____ Teachers
 None

(8) Bilingual education 245 _____ Teachers
 None

(9) Foreign language 246 _____ Teachers
 None

(10) Vocational or technical education 247 _____ Teachers
 None

(11) Other — Specify _____ 248 _____ Teachers
 None

NOTE — *The sum of parts (1) - (11) must equal the entry in item 41b (above).*

SECTION 2 - STAFFING PATTERNS - Continued

	FULL-TIME	PART-TIME
42. How many employees hold full- or part-time positions at this school in each of the following categories? <i>If any employee holds a position in more than one of the categories, count that person as part-time in each category that applies.</i>		
a. Principal(s)	249 0 <input type="checkbox"/> None	250 0 <input type="checkbox"/> None
b. Assistant principal(s)	251 0 <input type="checkbox"/> None	1252 0 <input type="checkbox"/> None
c. Guidance counselors	253 0 <input type="checkbox"/> None	254 0 <input type="checkbox"/> None
d. Vocational counselors	255 0 <input type="checkbox"/> None	256 0 <input type="checkbox"/> None
e. Librarians and other professional media staff	257 0 <input type="checkbox"/> None	258 0 <input type="checkbox"/> None
f. Other professional staff such as curriculum specialists, administrative and business staff, social workers, and health professionals	1259, 0 3 <input type="checkbox"/> None	260 0 7 <input type="checkbox"/> None
g. Classroom teacher aides (paraprofessionals who assist classroom teachers)	261 0 <input type="checkbox"/> None	262 0 <input type="checkbox"/> None
h. Library or media center aides	263 0 <input type="checkbox"/> None	264 0 <input type="checkbox"/> None
i. All other noninstructional staff (include maintenance, food service, and clerical staff)	265 0 <input type="checkbox"/> None	266 0 <input type="checkbox"/> None

43a. Do any UNPAID VOLUNTEERS provide services for this school? Do not include students from this school as unpaid volunteers.

267 1 Yes - Continue with b
 2 No - Skip to item 44

b. How many unpaid volunteers provide services at this school on a CONTINUING OR SCHEDULED BASIS this school year?

268 _____ Unpaid volunteers
 0 None

Remarks

SECTION 3 – SCHOOL PERSONNEL POLICIES

44. How many months is the normal contract year for a teacher? **269** _____ Months
Report in whole months.

45. Is there a salary schedule for teachers in this school? **270** 1 Yes – *Continue with item 46*
 2 No – *Skip to item 47*

46. According to the salary schedule, what is the normal base-year salary for –
Record salary amounts in whole dollars; do not include cents.

a. A teacher with a bachelor's degree and no teaching experience? **271** \$ _____ **.00** PER YEAR

b. A teacher with a master's degree (or its equivalent in credit hours beyond a bachelor's) and no teaching experience? **272** \$ _____ **.00** PER YEAR

c. A teacher with a master's degree (or equivalent in credit hours) and 20 years of teaching experience? **273** \$ _____ **.00** PER YEAR

d. A teacher at the highest possible step on the salary schedule? **274** \$ _____ **.00** PER YEAR

NOTE: If you completed item 46, please skip to item 48a.

47. What is the range of base-year teacher salaries in this school? **275** \$ _____ **.00** per year (Lowest!)
Record salary in whole dollars; do not enter cents.
 TO

276 \$ _____ **.00** per year (Highest)

Remarks

SECTION 3 – SCHOOL PERSONNEL POLICIES – Continued

The following definitions of pay incentives pertain to questions 48a-49c.

Cash bonus – A supplement to regular compensation over the year, but no permanent increase in salary

Different step on salary schedule – Placement of a teacher on a higher step of the salary schedule

Other salary increase – Increase in base salary or other raise in salary through reclassification (other than a step increase on the salary schedule)

48a. In this school year, does this school **have a** "merit pay" plan for teachers?

A "merit pay" p/an is a system in which a teacher's performance is a significant factor in determining his or her compensation.

- 279** 1 Yes – Continue with b
2 No – Skip to item 49a

b. How is this performance-based compensation given?

Mark (X) all that apply.

- 280** 1 Cash bonus
281 2 Different step on salary schedule
282 3 Other salary increase

49a. Does this school use any of the pay incentives listed above to recruit or retain teachers to teach in fields of shortage?

- 283** 1 Yes Continue with b
2 No – Skip to item 50a

b. Which of these pay incentives are offered to attract teachers to fields specified by this school as fields of shortage?

Mark (X) a/l that apply.

- 284** 1 Cash bonus
285 2 Different step on salary schedule
286 3 Other salary increase

c. In which fields are incentives offered?

Mark (X) all that apply.

- 287** 1 Special education
288 2 Mathematics
289 3 Computer science
290 4 Physical sciences
291 5 Biology/life sciences
292 6 English as a second language (ESL) or bilingual education
293 7 Foreign languages
294 8 Vocational education
295 9 Other – Specify ↴

Remarks

SECTION 3 – SCHOOL PERSONNEL POLICIES – Continued

<p>50a. Is free retraining available in this school (regardless of funding source) to prepare staff members to teach in fields with current or anticipated shortages?</p>	<p>296 1 <input type="checkbox"/> Yes – Continue with b 2 <input type="checkbox"/> No Skip to item 57</p>
<p>b. What are the fields for which this free training is provided? Mark (X) all that apply.</p>	<p>297 1 <input type="checkbox"/> Special education 298 2 <input type="checkbox"/> Mathematics 299 3 <input type="checkbox"/> Computer science 300 4 <input type="checkbox"/> Physical sciences 301 5 <input type="checkbox"/> Biology/life sciences 302 6 <input type="checkbox"/> English as a second language (ESL) or bilingual education 303 7 <input type="checkbox"/> Foreign languages 304 8 <input type="checkbox"/> Vocational education 305 9 <input type="checkbox"/> Other Specify _____</p>
<p>51. Is there a format teacher evaluation program in use in this school?</p>	<p>306 1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No</p>
<p>52 Which of these benefits are available to teachers in this school? Mark (X) all that apply. Mark the last category if none of these benefits is available.</p>	<p>307 1 <input type="checkbox"/> School (or other organization) pays part or all of premium 2 <input type="checkbox"/> Teachers pay all of premium</p> <p style="text-align: center;">DENTAL INSURANCE</p> <p>308 3 <input type="checkbox"/> School (or other organization) pays part or all of premium 4 <input type="checkbox"/> Teachers pay all of premium</p> <p style="text-align: center;">GROUP LIFE INSURANCE</p> <p>309 5 <input type="checkbox"/> School (or other organization) pays part or all of premium 6 <input type="checkbox"/> Teachers pay all of premium</p> <p>310 7 <input type="checkbox"/> PENSION CONTRIBUTIONS</p> <p style="text-align: center;">INCOME-IN-KIND</p> <p>311 8 <input type="checkbox"/> Housing 312 9 <input type="checkbox"/> Meals (including free or reduced-price lunches) 313 10 <input type="checkbox"/> Transportation (including mileage reimbursement for itinerant teachers) 315 12 <input type="checkbox"/> REIMBURSEMENT FOR TEACHERS' TUITION AND COURSE FEES 316 0 <input type="checkbox"/> None of the above</p>
<p>53. Does this school have a training or development program for ASPIRING school administrators?</p>	<p>317 1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No</p>
<p>54 Is there a formal program to help beginning teachers such as a master or mentor teacher program) in use in this school? Do not include supervision of student teachers.</p>	<p>318 1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No</p>
<p>55. Are teachers in this school covered by a retirement plan?</p>	<p>319 1 <input type="checkbox"/> Yes 2 <input type="checkbox"/> No</p>

SECTION 3 – SCHOOL PERSONNEL POLICIES – *Continued*

- 56.** Which of the following criteria are used in considering applicants for teaching positions in this school?
- | | | |
|--|------------|---|
| a. Full standard STATE certification for field to be taught | <u>326</u> | 1 <input type="checkbox"/> Not used
2 <input type="checkbox"/> Used but not required
3 <input type="checkbox"/> Required |
| b. At least emergency or temporary STATE certification or endorsement for field to be taught | <u>327</u> | 1 <input type="checkbox"/> Not used
2 <input type="checkbox"/> Used but not required
3 <input type="checkbox"/> Required |
| c. Graduation from a state-approved teacher education program | <u>328</u> | 1 <input type="checkbox"/> Not used
2 <input type="checkbox"/> Used out not required
3 <input type="checkbox"/> Required |
| d. College major or minor in field to be taught | <u>329</u> | 1 <input type="checkbox"/> Not used
2 <input type="checkbox"/> Used but not required
3 <input type="checkbox"/> Required |
| e. Passage of a local SCHOOL test of basic skills or subject knowledge | <u>330</u> | 1 <input type="checkbox"/> Not used
2 <input type="checkbox"/> Used but not required
3 <input type="checkbox"/> Required |
| f. Passage of a STATE test of basic skills | <u>331</u> | 1 <input type="checkbox"/> Not used
2 <input type="checkbox"/> Used but not required
3 <input type="checkbox"/> Required |
| g. Passage of a STATE test of subject knowledge | <u>332</u> | 1 <input type="checkbox"/> Not used
2 <input type="checkbox"/> Used but not required
3 <input type="checkbox"/> Required |
| h. Passage of the National Teachers Examination | <u>333</u> | 1 <input type="checkbox"/> Not used
2 <input type="checkbox"/> Used but not required
3 <input type="checkbox"/> Required |

57. Not counting interruptions, how long did it take to complete this survey?

Please record both hours and minutes, e.g., "1" hour and "30" minutes.

334 _____ Hours

AND

335 _____ Minutes

THIS COMPLETES THE QUESTIONNAIRE.

THANK YOU FOR ASSISTING US IN THIS IMPORTANT RESEARCH.

YOUR TIME AND EFFORT ARE APPRECIATED.