

PUBLIC SCHOOL QUESTIONNAIRE

SCHOOLS AND STAFFING SURVEY

1999–2000 School Year



(Please correct any errors in name, address, and ZIP Code.)

THIS SURVEY HAS BEEN ENDORSED BY:

American Association of
School Administrators

American Counseling Association
American Federation of Teachers

Council of Chief State School
Officers

Council of Great City Schools

Department of Middle Level
Services, National Association of
Secondary School Principals

National Association of Elementary
School Principals

National Association of Secondary
School Principals

National Center for Improving
Science Education

National Council of Teachers of
Mathematics

National Education Association

National Middle School Association

NOTICE

This report is authorized by law (20 U.S. Code 1221e). The results will be reported in statistical summaries.

DEAR PRINCIPAL:

WHO IS CONDUCTING THIS SURVEY?

The National Center for Education Statistics (NCES) of the U.S. Department of Education requests your participation in this survey. The U.S. Census Bureau is conducting this survey by the authority of Section 406(b) of the General Education Provisions Act, as amended (20 USC 1221e).

WHAT IS THE PURPOSE OF THIS SURVEY?

The purpose of this survey is to obtain information about schools such as: policies, staffing patterns, student characteristics, programs and services offered, and activities related to various school reform issues. We will report the data only in statistical summaries so that individuals cannot be identified.

WHY SHOULD YOUR SCHOOL PARTICIPATE IN THIS SURVEY?

We are conducting this survey with only a sample of schools. Therefore, the value of your individual contribution is greatly increased because it represents many other schools. We encourage you to participate in this voluntary survey.

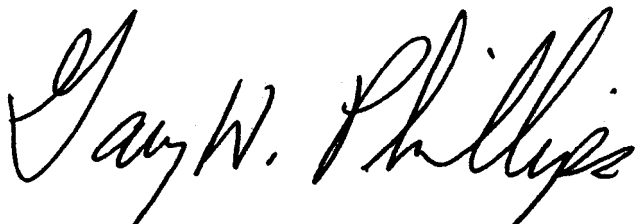
WHERE SHOULD YOU MAIL YOUR COMPLETED QUESTIONNAIRE?

Please return your completed questionnaire in the enclosed envelope. If you do not have the return envelope, please call 1-800-221-1204, or mail your questionnaire to:

U.S. Census Bureau
Current Projects Branch
1201 E. 10th Street
Jeffersonville, IN 47132-0001

THANK YOU FOR YOUR COOPERATION IN THIS IMPORTANT EFFORT.

SINCERELY,



**GARY W. PHILLIPS
ACTING COMMISSIONER OF EDUCATION STATISTICS**

Paperwork Burden Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1850-0598. The time required to complete this information collection is estimated to average 50 minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Education, Washington, D.C. 20202-4651. If you have comments or concerns about the contents of this questionnaire, write directly to: Schools and Staffing Survey, National Center for Education Statistics, 555 New Jersey Avenue, N.W., Washington, D.C. 20208.

1. INSTRUCTIONS

- a. We suggest using a pencil or ball point pen to answer this questionnaire.
- b. If you have any questions, call the Census Bureau at 1-800-221-1204. Someone will be available to take your call Monday through Friday, between 8:30 a.m. and 5:00 p.m. (Eastern Time).
- c.

2a. What is your name?

9001

b. What is your title?

9002

c. What is your telephone number?

9003 AREA CODE: TELEPHONE NUMBER:
 — —

3a. Is the institution or organization named on the front of this questionnaire a school?

- 0050 1 Yes
2 No – *Please explain.* ↘

5050 → GO to item 4a on page 4.

b. Is the school named on the front of this questionnaire a public school?

🗳️ *For this survey, all elementary and secondary schools that are PUBLICLY FUNDED are considered public schools, including state schools and schools operated by the U.S. Department of Defense, as well as regular public schools operated by local school districts.*

- 0051 1 Yes
2 No – *Please describe the type of school* ↘ *(e.g., Catholic school, nonsectarian private school).*

5051 → GO to item 4a on page 4.

Continue with item 3c on page 4.

3c. Is the school named on the front of this questionnaire still in operation?

0052

1 Yes

2 No – Please record the year when the school closed. ↘

0053

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→ Go to item 4a below.

d. Does this school teach students in one or more of grades 1 to 12, or comparable ungraded levels?

0054

1 Yes

2 No – Please record the grade level(s) taught in this school (e.g., prekindergarten and kindergarten, adult education, postsecondary). ↘

5054

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→ GO to item 4a below.

e. Are this school's name and grade range the same as that shown on the front page?

● **NOTE** – We have intentionally omitted prekindergarten (PK) from the grade range on the front page. If PK is the only difference between the school's actual grade range and the range shown on the front page, please mark "Yes."

0055

1 Yes

2 No

4a. If you marked "No" to any of questions 3a–e, please call the Census Bureau at 1-800-221-1204.

If you marked "Yes" for all of questions 3a–e, continue with item 4b.

b. Is this school a charter school?

0056

1 Yes – Please call the Census Bureau at 1-800-221-1204.

2 No

5. At the end of this questionnaire, you are asked to record the amount of time required to complete this form, not counting interruptions. Please record the time you begin.

0057

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GENERAL INFORMATION ABOUT YOUR SCHOOL: Items 6 – 12
This section asks for general school information such as grade range, building capacity and enrollment.

6. What grades are offered in this school?

☛ Mark (X) all that apply.

- 0058 1 Prekindergarten
0060 1 Kindergarten
0066 1 1st
0068 1 2nd
0070 1 3rd
0072 1 4th
0074 1 5th
0076 1 6th

- 0078 1 7th
0080 1 8th
0082 1 9th
0084 1 10th
0086 1 11th
0088 1 12th
0090 1 Ungraded

☛ **PLEASE NOTE** → For items 7a–12b, include only students in grades K–12 and comparable ungraded levels.

7a. Around the first of October, what was the total number of students enrolled in this school in grades K-12 and comparable ungraded levels?

☛ Do NOT include prekindergarten, postsecondary, or adult education students.

0092 Students

b. How many of these students were migrant students?

(Migrant students are those who move from school to school because they are children of migrant agricultural workers, including migratory dairy workers and migratory fishers.)

0093 Migrant students
0 None

8. Around the first of October, how many MALE students attended this school?

☛ Do NOT include prekindergarten, postsecondary, or adult education students.

0095 Male students
0 None

9. Around the first of October, how many students enrolled in grades K-12 and comparable ungraded levels were –

Do NOT include prekindergarten, postsecondary, or adult education students.

a. Hispanic, regardless of race (Mexican, Puerto Rican, Cuban, Central or South American, or other Hispanic culture or origin)?

0096

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 Students
0 None

b. White, not of Hispanic origin?

0097

--	--	--	--	--

 Students
0 None

c. Black, not of Hispanic origin?

0098

--	--	--	--	--

 Students
0 None

d. American Indian or Alaska Native (Aleut, Alaska Indian, Yupik, Inupiat)?

0099

--	--	--	--	--

 Students
0 None

e. Asian or Pacific Islander (Japanese, Chinese, Filipino, Korean, Asian Indian, Vietnamese, Hawaiian, Guamanian, Samoan, or other Asian)?

0100

--	--	--	--	--

 Students
0 None

f. Total students (sum of entries in items 9a–e)

0101

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 Total students

NOTE: Sum of entries in items 9a–e should be equal to entry in item 7a on page 5.

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

Report BOTH hours and minutes, e.g., 6 hours and 0 minutes, 5 hours and 45 minutes, etc. If the length of day varies by grade level, record the longest day.

0102

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 Hours
AND

0103

--	--

 Minutes

11a. During the last school year (1998–1999), what is your best estimate of the percent of students in this school who were absent for the following number of days?

0104 % **0-9 days**

0105 % **10-20 days**

0106 % **21+ days**

(Percentage entries should sum to 100%)

b. During the last school year (1998–1999), what was the Average Daily Attendance (ADA) at this school?

0107 Students

12. What is the current enrollment CAPACITY of this school?

a. Capacity of permanent building(s)

0108 Students

o No permanent buildings

b. Capacity of temporary building(s)

0109 Students

o No temporary buildings

YOUR COMMENTS

**ADMISSIONS, PROGRAMS AND PERFORMANCE: Items 13 – 20**

This section asks about requirements for admission, programs in your school, and the measurement of student performance.

13. What type of school is this?

☛ Mark (X) the box that best describes this school.

- 0110 1 REGULAR elementary or secondary
- 3 Elementary or secondary with a SPECIAL PROGRAM EMPHASIS (such as a science/math school, performing arts school, talented/gifted school, foreign language immersion school, etc.)
- 4 SPECIAL EDUCATION school – primarily serves students with disabilities
- 5 VOCATIONAL/TECHNICAL school – primarily serves students being trained for occupations
- 6 ALTERNATIVE – offers a curriculum designed to provide alternative or nontraditional education; does not specifically fall into the categories of regular, special program, special education, or vocational school – *Please describe.* ↘

5110

14. Is this ENTIRE SCHOOL specifically for students who have been suspended or expelled, who have dropped out, or who have been referred for behavioral or adjustment problems?

- 0111 1 Yes
- 2 No

15a. Does this school have a magnet program?

(A magnet program offers enhancements such as special curricular themes or methods of instruction to attract students from outside their normal attendance area.)

- 0112 1 Yes
- 2 No → **GO to item 16 below.**

b. Is this a school-wide magnet program in which all students in this school participate in the program?

- 0113 1 Yes
- 2 No

c. Is this magnet program intended to encourage students of different racial or ethnic backgrounds to enroll in this school for the purpose of creating racial balance or reducing racial isolation?

- 0114 1 Yes
- 2 No

16. Does this school have any special requirements for admission other than proof of immunization, age, or residence?

- 0115 1 Yes → **Continue with item 17 on page 9.**
- 2 No → **GO to item 18 on page 10.**

17. Does this school use the following requirements for admission?

a. Admission test

- 0116 1 Yes
2 No
-

b. Standardized achievement test

- 0117 1 Yes
2 No
-

c. Academic record

- 0118 1 Yes
2 No
-

d. Special student needs (e.g., students "at risk" or with disabilities)

- 0119 1 Yes
2 No
-

e. Special student aptitudes, skills, or talents

- 0120 1 Yes
2 No
-

f. Personal interview

- 0121 1 Yes
2 No
-

g. Recommendations

- 0122 1 Yes
2 No
-

YOUR COMMENTS

18. Does this school offer the following programs?

a. Programs with special instructional approaches

(e.g., Montessori, self-paced instruction, open education, ungraded classrooms, etc.)

0125 1 Yes

2 No

b. Talented/gifted program

(Designed for students with specifically identified talents or exceptional academic achievement)

0126 1 Yes

2 No

c. Immersion in a foreign language program

(The basic curriculum is offered in a foreign language instead of English or in addition to English.)

0127 1 Yes

2 No

d. Advanced placement (AP) courses

0128 1 Yes

2 No

e. International Baccalaureate (IB)

(IB is an internationally licensed high school degree program.)

0129 1 Yes

2 No

f. Specialized career academy

(Curriculum that integrates academic and vocational courses, organized around broad career areas)

0130 1 Yes

2 No

g. Specialized Tech-Prep program(s)

(Vocational-technical instruction in the last two years of high school designed to prepare students for two years of postsecondary vocational instruction)

0131 1 Yes

2 No

19. Are the following programs or services currently available AT THIS SCHOOL for students in any of grades K-12 or comparable ungraded levels, regardless of funding source?

a. A program for students with discipline or adjustment problems

- 0132 1 Yes
2 No

b. Medical health care services

(Services provided by trained professionals to diagnose and treat health problems of students)

- 0133 1 Yes
2 No

c. Extended day or before-school or after-school day care programs

- 0134 1 Yes
2 No

20a. Does this school receive performance reports from the district on such things as students' scores on achievement tests or graduation rates?

- 0135 1 Yes
2 No → *GO to Section III on page 12.*

b. Does this school use these performance reports to –

(1) Evaluate the progress of students in this school?

- 0136 1 Yes
2 No

(2) Determine the next year's instructional focus?

- 0137 1 Yes
2 No

(3) Realign the curriculum, such as with content standards and/or other indicator criteria?

- 0138 1 Yes
2 No

(4) Inform parents and the community of the school's progress?

- 0139 1 Yes
2 No

(5) Prompt school-level initiatives for improvement?

- 0140 1 Yes
2 No

**STUDENTS AND CLASS ORGANIZATION: Items 21 – 26**

This section asks about curriculum options and school organization.

21. Does this school use the following methods to organize classes or student groups?**a. Traditional grades or academic discipline-based departments**0141 1 Yes2 No**b. Grades or groups subdivided into small groups such as "houses" or "families"**0142 1 Yes2 No**c. Student groups that remain two or more years with the same teacher**0143 1 Yes2 No**d. Interdisciplinary teaching**

(e.g., two or more teachers with different academic specializations collaborate to teach an interdisciplinary program to the same group of students)

0144 1 Yes2 No**e. Paired or team teaching**

(e.g., two teachers are jointly responsible for teaching a single group of students)

0145 1 Yes2 No

YOUR COMMENTS

22. Has this school implemented the following?

a. Scheduling of class periods to create extended instructional blocks of time (block scheduling)

- 0146 1 Yes
2 No

b. Before-school or after-school enrichment programs

- 0147 1 Yes
2 No

c. Academic intersessions or summer school activities for students needing extra assistance to meet academic expectations

- 0148 1 Yes
2 No

d. Academic intersessions or summer school activities for students seeking academic advancement or acceleration

- 0149 1 Yes
2 No

e. School calendar where number of days for students exceeds mandatory days per year

- 0150 1 Yes
2 No

f. Year-round calendar to distribute school days across twelve months

- 0151 1 Yes
2 No

GO to item 23a on page 14.

(1) Do all students attend on the same cycle?

- 0152 1 Yes
2 No

YOUR COMMENTS

23a. Does this school have students in one or more of grades 1–8?

- 0153
- 1 Yes
- 2 No → *GO to item 24a.*

b. Which of the following best describes this school’s approach to providing instruction in core subjects (math, science, social studies, English/language arts) to regular students in grades 1–8?

• *Mark (X) only one box.*

- 0154
- 1 **All classes in core subjects have students assigned into classrooms of mixed ability levels.**
- 2 **Some classes in core subjects have students assigned into classrooms of mixed ability levels.**
- 3 **Not applicable; only one class per grade**

24a. Does this school have students in one or more of grades 9–12?

- 0155
- 1 Yes
- 2 No → *GO to Section IV on page 16.*

b. Which of following best describes the organization of classes in core subjects (math, science, social studies, English/language arts) for regular students in grades 9–12?

• *Mark (X) only one box.*

- 0156
- 1 **Classes in ALL core subjects are differentiated by student ability level.**
- 2 **Classes in SOME core subjects are differentiated by student ability level.**
- 3 **Classes in core subjects are NOT differentiated by ability level.**
- 4 **Not applicable; only one class per grade**

YOUR COMMENTS

25. Are the following opportunities available for students in this school?

a. College credits offered through community colleges, colleges, or distance learning providers

- 0157 1 Yes
2 No

b. Work-based learning or internships, in which students earn COURSE CREDITS for supervised learning activities that occur in paid or unpaid workplace assignments

- 0158 1 Yes
2 No

c. Career learning, as a class or part of a class in which students learn about possible careers

- 0159 1 Yes
2 No

d. Job shadowing, in which students learn about a job by following the schedule of a person who holds that job

- 0160 1 Yes
2 No

26a. LAST SCHOOL YEAR (1998–1999), were any students enrolled in 12th grade?

- 0161 1 Yes
2 No → **GO to Section IV on page 16.**

b. What percentage graduated with a diploma?

Do not include certificates of completion or attendance.

- 0164 %
0 None

c. Of those who graduated last year, approximately what percentage went to:

- 0165 % **Four-year colleges?**

- 0166 % **Two-year colleges?**

- 0167 % **Technical or other specialized schools?**

YOUR COMMENTS

IV

PARENT INVOLVEMENT AND SCHOOL SAFETY: Items 27 – 31

This section asks about parental involvement in your school and school safety programs.

27. LAST SCHOOL YEAR (1998-1999), were the following means of facilitating parent participation in place at this school? ("Parents" includes parents and other family members.)

NOTE: If you mark "Yes" for an activity, please mark the appropriate box to indicate the proportion of parental participation.

			If "Yes" – What proportion of parents participated?				
	Yes	No	Few	Less than half	About half	More than half	Most
a. Open house or back-to-school night	0168 1 <input type="checkbox"/>	2 <input type="checkbox"/>	0169 1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
b. Regularly scheduled schoolwide parent-teacher conferences	0170 1 <input type="checkbox"/>	2 <input type="checkbox"/>	0171 1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
c. Special subject-area events (e.g., science fair, concert)	0172 1 <input type="checkbox"/>	2 <input type="checkbox"/>	0173 1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
d. Parent education workshops or courses	0174 1 <input type="checkbox"/>	2 <input type="checkbox"/>	0175 1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
e. Written contract between school and parent	0176 1 <input type="checkbox"/>	2 <input type="checkbox"/>	0177 1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
f. Parents as volunteers in the school	0178 1 <input type="checkbox"/>	2 <input type="checkbox"/>	0179 1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
g. Parents involved in instructional issues	0180 1 <input type="checkbox"/>	2 <input type="checkbox"/>	0181 1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
h. Parents involved in governance	0182 1 <input type="checkbox"/>	2 <input type="checkbox"/>	0183 1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
i. Parents involved in budget decisions	0184 1 <input type="checkbox"/>	2 <input type="checkbox"/>	0185 1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>

28. THIS SCHOOL YEAR (1999–2000), does this school have the following?

a. A staff member assigned to work on parent involvement

- 0186 1 Yes
2 No
-

b. A log of parent participation maintained by parents or staff

- 0187 1 Yes
2 No
-

c. A reliable system of communication with parents, such as newsletters or phone trees

- 0188 1 Yes
2 No
-

d. Services to support parent participation, such as providing child care or transportation

- 0189 1 Yes
2 No
-

e. A parent drop-in center or lounge

- 0190 1 Yes
2 No
-

f. A requirement that teachers send information home to parents explaining school lessons

- 0191 1 Yes
2 No
-

g. A requirement that teachers provide suggestions for activities that parents can do at home with their child

- 0192 1 Yes
2 No
-

h. A requirement that teachers create homework assignments that involve parents

- 0193 1 Yes
2 No
-

29a. Does this school currently have a drug, alcohol, or tobacco use prevention program?

- 0194 1 Yes
2 No → GO to item 30 on page 18.
-

b. Is there a formal procedure in place to assess the effectiveness of this prevention program?

- 0195 1 Yes
2 No

30. Does this school currently have the following?

a. A requirement that visitors sign or check in

- 0196 1 Yes
2 No
-

b. Metal detectors through which all students must pass each day

- 0197 1 Yes
2 No
-

c. Random metal detector checks on students

- 0198 1 Yes
2 No
-

d. A requirement that all or most students stay on school grounds during lunch

- 0199 1 Yes
2 No
-

e. Drug sweeps

- 0200 1 Yes
2 No
-

f. Daily presence of police or security personnel

- 0201 1 Yes
2 No
-

g. Video surveillance

- 0202 1 Yes
2 No
-

31a. Does this school currently have a violence prevention program?

- 0203 1 Yes
2 No → GO to Section V on page 19.
-

b. Is there a formal procedure in place to assess the effectiveness of this violence prevention program?

- 0204 1 Yes
2 No

V

STAFFING: Items 32 – 36

This section asks about the status of staff in your school.

32. Around the first of October, how many staff held PART-TIME or FULL-TIME positions or assignments in this school in each of the following categories?

• Report only for the grade range shown on the front page.

• Please read through all of the categories (a-l) listed below before starting to answer.

Staff with **part-time positions or assignments** include:

- Employees you share with other schools or the district office.
- Employees who perform more than one function at this school; for example, a teaching principal would be counted once as a part-time teacher and again as a part-time principal.
- Employees who work part-time.

	PART-TIME	FULL-TIME
a. Principals	0205 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None	0206 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None
b. Vice principals and assistant principals	0207 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None	0208 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None
c. Instructional coordinators and supervisors, such as curriculum specialists	0211 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None	0212 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None
d. Library media specialists/librarians	0213 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None	0214 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None
e. School counselors, excluding psychologists and social workers	0215 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None	0216 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None

32. Continued –

Around the first of October, how many staff held PART-TIME or FULL-TIME positions or assignments in this school in each of the following categories?

	PART-TIME	FULL-TIME
<p>f. Student support services professional staff</p> <p>(1) Nurses</p>	0217 <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> 0 <input type="checkbox"/> None	0218 <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> 0 <input type="checkbox"/> None
<p>(2) Social workers</p>	0219 <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> 0 <input type="checkbox"/> None	0220 <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> 0 <input type="checkbox"/> None
<p>(3) Psychologists</p>	0221 <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> 0 <input type="checkbox"/> None	0222 <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> 0 <input type="checkbox"/> None
<p>(4) Speech therapists or pathologists</p>	0223 <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> 0 <input type="checkbox"/> None	0224 <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> 0 <input type="checkbox"/> None
<p>(5) Other student support services professional staff</p>	0225 <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> 0 <input type="checkbox"/> None	0226 <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> 0 <input type="checkbox"/> None
<p>g. Teachers</p> <p>🍎 INCLUDE these types of teachers:</p> <ul style="list-style-type: none"> • Regular classroom teachers • Special area or resource teachers (e.g., special education, Title I, art, music, physical education) • Long-term substitute teachers <p>🍎 INCLUDE as part-time teachers:</p> <ul style="list-style-type: none"> • Itinerant teachers who teach part-time at this school • Employees reported in other parts of this item if they also have a part-time teaching assignment at this school <p>🍎 DO NOT INCLUDE these types of teachers:</p> <ul style="list-style-type: none"> • Student teachers • Short-term substitute teachers • Teachers who teach ONLY prekindergarten, postsecondary or adult education 	0227 <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> 0 <input type="checkbox"/> None	0228 <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> 0 <input type="checkbox"/> None

32. Continued –
Around the first of October, how many staff held PART-TIME or FULL-TIME positions or assignments in this school in each of the following categories?

h. Aides or assistants

	PART-TIME	FULL-TIME
(1) Library media center aides	0229 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None	0230 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None
(2) Special education aides	0231 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None	0232 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None
(3) Regular Title I aides	0233 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None	0234 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None
(4) Bilingual/ESL teacher aides	0235 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None	0236 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None
(5) Other teacher aides such as kindergarten aides	0237 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None	0238 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None
(6) Health and other non-instructional aides	0239 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None	0240 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None
i. Secretaries and other clerical support staff	0241 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None	0242 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None
j. Food service personnel	0243 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None	0244 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None
k. Custodial, maintenance, and security personnel	0245 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None	0246 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None
l. Other employees not reported above	0247 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None	0248 <input type="text"/> <input type="text"/> <input type="text"/> 0 <input type="checkbox"/> None

☛ In items 33 and 34, include only **TEACHERS** who teach students in one or more of grades K-12 or comparable ungraded levels. Do **NOT** include student teachers, short-term substitute teachers, or teachers who teach only prekindergarten, postsecondary, or adult education.

33. Of the full-time and part-time TEACHERS in this school around the first of October, how many were –

a. Hispanic, regardless of race (Mexican, Puerto Rican, Cuban, Central or South American, or other Hispanic culture or origin)?

0249 Teachers

0 None

b. White, not of Hispanic origin?

0250 Teachers

0 None

c. Black, not of Hispanic origin?

0251 Teachers

0 None

d. American Indian or Alaska Native (Aleut, Alaska Indian, Yupik, Inupiat)?

0252 Teachers

0 None

e. Asian or Pacific Islander (Japanese, Chinese, Filipino, Korean, Asian Indian, Vietnamese, Hawaiian, Guamanian, Samoan, or other Asian)?

0253 Teachers

0 None

f. Total teachers (sum of entries in items 33a-e)

0254 Total teachers

☛ **NOTE:** Sum of entries in items 33a-e should equal the sum of the entries in item 32g on page 20 (full-time and part-time teachers).

34. How many full-time and part-time TEACHERS were absent on the most recent school day?

0255 Teachers

0 None

35a. Were there teaching vacancies in this school for this school year – that is, teaching positions for which teachers were recruited and interviewed?

- 0256 1 Yes
2 No → *GO TO Section VI on page 25.*

b. Did this school use the following methods to cover the vacancies?

(1) Hired a fully qualified teacher

- 0257 1 Yes
2 No

(2) Hired a less-than-fully qualified teacher

- 0258 1 Yes
2 No

(3) Cancelled planned course offerings

- 0259 1 Yes
2 No

(4) Expanded some class sizes

- 0260 1 Yes
2 No

(5) Added sections to other teachers' normal teaching loads

- 0261 1 Yes
2 No

(6) Assigned a teacher of another subject or grade level to teach those classes

- 0262 1 Yes
2 No

(7) Assigned an administrator or counselor to teach the class

- 0263 1 Yes
2 No

(8) Used long-term or short-term substitutes

- 0264 1 Yes
2 No

YOUR COMMENTS

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

		<i>Mark (X) one box on each line.</i>					
		Not applicable in this school	No vacancy in that field	Easy	Somewhat difficult	Very difficult	Could not fill the vacancy
a. General elementary	0265	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
b. Special education	0266	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
c. English/Language arts	0267	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
d. Social studies	0268	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
e. Computer science	0269	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
f. Mathematics	0270	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
g. Biology or life sciences	0271	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
h. Physical sciences	0272	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
i. English as a Second Language (ESL), English for Speakers of Other Languages (ESOL), or bilingual education	0273	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
j. Foreign languages	0274	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
k. Music or art	0275	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
l. Vocational or technical education	0276	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>

YOUR COMMENTS

VI

TECHNOLOGY: Items 37 and 38

These items ask about technology in your school.

37a. What is the total number of computers in this school?

0277 Number of computers
0 None → *GO to Section VII on page 27.*

b. How many of these computers currently have access to the Internet?

0278 Number of computers
0 None

c. Of the total number of computers in your school (i.e., those in question 37a), how many are used for instructional purposes?

0279 Number of computers
0 None → *GO to item 38b on page 26.*

Continue with item 38a on page 26.

YOUR COMMENTS

38a. Which of the following statements best describes the person at this school who helps teachers use technology for teaching and learning? This person functions, either formally or informally, as a **COMPUTER/TECHNOLOGY COORDINATOR with knowledge of educational uses of computer hardware and software.**

☛ Mark (X) the ONE BEST description for that person. If there is more than one person, mark for the one person who spends the most time on this work.

- 0280
- 1 No one serves as this type of coordinator. Teachers who use computers take care of this need for themselves.
 - 2 A full-time school-level coordinator (who has no other job responsibility)
 - 3 A library media specialist who also serves as computer coordinator
 - 4 A full-time teacher who also has the title of this type of coordinator
 - 5 A teacher informally provides leadership to other teachers who use computers
 - 6 A district-level coordinator serves this function at this school
 - 7 The principal or another school administrator serves this function at this school
 - 8 A part-time teacher serves this function
 - 9 Another person - Describe ↴

5280

38b. Which of the following statements best describes the person at this school who does, or helps teachers with, technical computer set-up and maintenance? This person functions, either formally or informally, as a **COMPUTER/TECHNICAL SUPPORT PERSON.**

☛ Mark (X) the ONE BEST description for that person. If there is more than one person, mark for the one person who spends the most time on this work.

- 0281
- 1 No one serves as this type of technical support person. Teachers who use computers take care of this need for themselves.
 - 2 A full-time school-level technical support person (who has no other job responsibility)
 - 3 A library media specialist who also serves as a technical support person
 - 4 A full-time teacher who also has the title of this type of technical support person
 - 5 A teacher informally provides assistance to other teachers who use computers
 - 6 A district-level technical support person serves this function at this school
 - 7 The principal or another school administrator serves this function at this school
 - 8 A part-time teacher serves this function
 - 9 Another person - Describe ↴

5281

VII

SPECIAL PROGRAMS AND SERVICES: Items 39 – 49

This section asks about various programs and services in your school.

39a. Regardless of whether this school participates in the National School Lunch Program, around the first of October, were any students in this school ELIGIBLE for free or reduced-price lunches?

- 0282
- 1 Yes
2 No
3 Don't know
- } **GO to item 40a.**

b. Around the first of October, how many students at this school were ELIGIBLE for free or reduced-price lunches?

• Report a separate count for prekindergarten students.

- 0283
- Prekindergarten students eligible
- 0 None

- 0284
- Other students eligible
(Kindergarten and higher)
- 0 None

c. Does this school participate in the National School Lunch Program?

- 0285
- 1 Yes
2 No → **GO to item 40a.**

d. Around the first of October, how many applicants at this school were APPROVED for free or reduced-price lunches?

• Report a separate count for prekindergarten applicants.

- 0286
- Prekindergarten applicants approved
- 0 None

- 0287
- Other applicants approved
(Kindergarten and higher)
- 0 None

40a. Around the first of October, did any students enrolled in this school receive Title I services at this school, or at any other location?

(Title I is a federally funded program that provides educational services, such as remedial reading or remedial math, to children who live in areas with high concentrations of low-income families.)

- 0288
- 1 Yes
2 No → **GO to item 42a on page 29.**

b. Is this school operating a school-wide Title I program?

- 0289
- 1 Yes → **GO to item 42a on page 29.**
2 No → **Continue with item 41a on page 28.**

41a. If this school is designated as a targeted assistance school, how many students are served by the Title I program?

0290 Students

b. At which grade levels are students receiving Title I services?

• Mark (X) all that apply.

- | | | | | | | | |
|------|---|--------------------------|-----------------|------|---|--------------------------|----------|
| 0291 | 1 | <input type="checkbox"/> | Prekindergarten | 0299 | 1 | <input type="checkbox"/> | 7th |
| 0292 | 1 | <input type="checkbox"/> | Kindergarten | 0300 | 1 | <input type="checkbox"/> | 8th |
| 0293 | 1 | <input type="checkbox"/> | 1st | 0301 | 1 | <input type="checkbox"/> | 9th |
| 0294 | 1 | <input type="checkbox"/> | 2nd | 0302 | 1 | <input type="checkbox"/> | 10th |
| 0295 | 1 | <input type="checkbox"/> | 3rd | 0303 | 1 | <input type="checkbox"/> | 11th |
| 0296 | 1 | <input type="checkbox"/> | 4th | 0304 | 1 | <input type="checkbox"/> | 12th |
| 0297 | 1 | <input type="checkbox"/> | 5th | 0305 | 1 | <input type="checkbox"/> | Ungraded |
| 0298 | 1 | <input type="checkbox"/> | 6th | | | | |

c. Are students receiving Title I services in –

(1) Reading/Language arts?

- 0306 1 Yes
2 No

(2) Mathematics?

- 0307 1 Yes
2 No

(3) English as a Second Language (ESL)?

- 0308 1 Yes
2 No

d. In head counts, how many Title I teachers and teacher aides were teaching AT THIS SCHOOL around the first of October?

0309 Teachers
0 None

0310 Teacher aides
0 None

42a. Of the students enrolled in this school, how many have an Individual Education Plan (IEP) because they have disabilities or are special education students?

Do not include prekindergarten, postsecondary, or adult education students.

0315 Students

0 None → [GO to item 43a below.](#)

b. How many of these IEP students are in each of the following instructional settings?

The sum of entries in item 42b should equal the entry in item 42a above.

0316 **All day in a regular classroom**

0317 **Most of the day in a regular classroom** (1–20 percent of the school day receiving special education and related services outside the regular classroom)

0318 **Some of the day in a regular classroom** (21–60 percent of the school day receiving special education and related services outside the regular classroom)

0319 **Little or none of the day in a regular classroom** (61–100 percent of the school day receiving special education and related services outside the regular classroom)

43a. Of the students enrolled in this school as of October 1, have any been identified as limited-English proficient?

Do not include prekindergarten, postsecondary, or adult education students.

(Limited-English proficient (LEP) refers to students whose native or dominant language is other than English and who have sufficient difficulty speaking, reading, writing, or understanding the English language as to deny them the opportunity to learn successfully in an English-speaking-only classroom.)

0320 1 Yes

2 No → [GO to item 48a on page 33.](#)

b. How many limited-English proficient students are enrolled in this school?

0321 Students

YOUR COMMENTS

44. Are the following used to determine whether a student is limited-English proficient?

a. Information provided by parent

0322 1 Yes

2 No

b. Teacher observation or referral

0323 1 Yes

2 No

c. Home language survey

0324 1 Yes

2 No

d. Student interview

0325 1 Yes

2 No

e. Student records

0326 1 Yes

2 No

f. Achievement test

0327 1 Yes

2 No

g. Language proficiency test

0328 1 Yes

2 No

YOUR COMMENTS

45a. Does this school have instruction specifically designed to address the needs of limited-English proficient students?

- 0329 1 Yes
2 No → *GO to item 46 on page 32.*

b. Are limited-English proficient students provided with the following types of language instruction?

(1) Instruction in English language using approaches such as ESL, structured immersion, or bilingual education

- 0330 1 Yes
2 No

(2) Instruction to maintain the student's fluency in his/her native language, such as Spanish lessons for Spanish speakers

- 0331 1 Yes
2 No

(3) Instruction in regular English/language arts classrooms

- 0332 1 Yes
2 No

c. How are limited-English proficient students taught subject matter courses such as mathematics, science, and social studies?

Are they taught –

(1) In their native language?

- 0333 1 Yes
2 No

(2) Using ESL, bilingual, or immersion techniques?

- 0334 1 Yes
2 No

(3) In regular English-speaking classrooms?

- 0335 1 Yes
2 No

YOUR COMMENTS

46. Are the following methods used to teach limited-English proficient students?

a. Compensatory or remedial classes

- 0336 1 Yes
2 No
-

b. Special education

- 0337 1 Yes
2 No
-

c. Regular classes

- 0338 1 Yes
2 No
-

47. Does this school provide the following services for parents with limited-English skills?

a. Interpreters for meetings or parent-teacher conferences

- 0339 1 Yes
2 No
-

b. Translations of printed materials, such as newsletters, school notices or school signs

- 0340 1 Yes
2 No
-

c. Outreach or referral services for limited-English proficient parents

- 0341 1 Yes
2 No
-

YOUR COMMENTS

48a. From the start of the regular 1998–1999 school year through the 1999 summer session, were any MIGRANT students enrolled in this school?

(Migrant students are those who move from school to school because they are children of migrant agricultural workers, including migratory dairy workers and migratory fishers.)

- 0342
- 1 Yes
- 2 No → *GO to item 50 below.*

b. What was the total cumulative enrollment of migrant students during the regular 1998–1999 school year and the 1999 summer session?

0343

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Migrant students

49a. During the REGULAR 1998–1999 SCHOOL YEAR, did the migrant students in this school receive services covered at least in part by Title I Part C Migrant Education Program (MEP) funds under school control?

- 0344
- 1 Yes
- 2 No
- 3 Do not know
- } → *GO to item 50 below.*

b. What were these MEP-funded services?

☛ *Mark all that apply.*

- 0345 1 Supplemental instruction available to all students
- 0346 1 Instructional programs unique to migrant students
- 0347 1 Support services
- 0348 1 Other

50. How long did it take you to complete this form, not counting interruptions?

☛ *Please record the time in minutes, e.g., 45 minutes, 60 minutes, etc.*

0349

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Minutes

51. Please enter the date you completed this questionnaire.

Month Day Year

0350

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*Thank you very much for your participation
in this survey.*

Please return this survey in the enclosed envelope. If you do not have the return envelope, call 1-800-221-1204, or mail your questionnaire to:

**U.S. Census Bureau
Current Projects Branch
1201 E. 10th Street
Jeffersonville, IN 47132-0001**

Find out more about the Schools and Staffing Survey (SASS) and information about schools that was collected in the last survey. See SASS on the World Wide Web at:

<http://nces.ed.gov/surveys/sass>

Look for the report "Schools and Staffing in the United States: A Statistical Profile, 1993-94" under Publications (NCES 96-124).

Additional data collected by the National Center for Education Statistics (NCES) on a variety of topics in elementary, secondary, postsecondary, and international education are available from NCES's Web site at:

<http://nces.ed.gov>

For additional data collected by various Federal agencies, including the Department of Education, visit the FedStats site at:

<http://www.fedstats.gov>