

(teacher payment)

Teacher/School Administrator Consent Form
National Indian Education Study – Indian Education Survey

- Purpose* We are asking you to participate in a pilot test of the Indian Education Survey. The purpose of this pilot test is to ensure the accuracy and utility of the questionnaire items.
- During the interview, you will fill out a written questionnaire while talking about your responses. An administrator will record information concerning your comments and the interview will be audio-taped. The information you provide, along with the information we collect from other participants, will be used to help inform the development of the Indian Education Survey.
- The pilot test session will last for approximately 1 hour. We will pay you \$45 for your participation. In the event that you decide to withdraw from the interview, we will prorate your payment based on the number of minutes you completed.
- Risks and Discomfort* There are no foreseeable risks associated with your participation in this pilot test. You may take a break at any time; just inform the administrator that you would like to do so.
- Benefits* Your participation will help inform the development of a questionnaire that will provide information to help states, schools, and parents develop educational programs that ensure American Indian/Alaska Native students meet the same challenging academic standards as all other students in this country.
- Confidentiality* Educational Testing Service will use your verbal statements and questionnaire responses to help improve the survey instruments. We will ensure the confidentiality of any personally identifying information you provide. We will not use your name in any of our reports.
- More Information* If you would like more information about this study or about your rights as a subject, you should contact the Senior Program Manager, Claire Melican at Educational Testing Service by email (cmelican@ets.org) or by calling this toll-free number: 800-223-0267
- Freedom to Withdraw* Your participation in this pilot test is completely voluntary. You may stop participating in this pilot test at any time without penalty or loss of any benefits to which you are otherwise entitled. In the event you withdraw, your payment will be prorated to reflect the amount of time you spent in the pilot test.
- Informed Consent* By signing this form you are indicating that you have read and understand the information provided to you about your participation in this pilot test.
- You give your consent to Educational Testing Service to audiotape this interview and to use your verbal and written statements and questionnaire responses for evaluation.
- Any information you acquire relating to this pilot test is confidential. By signing this form, you agree not to disclose details about today's session, including the content of the questionnaires, to anyone other than the project staff.

Signed _____

Date _____

(school payment)

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Signed _____

Date _____

(principal payment)

Dear Principal,

The National Indian Education Study is sponsored by the U. S Department of Education, Office of Indian Education and is being conducted by the National Center for Education Statistics (NCES). This study focuses on the academic achievement and educational experiences of 4th and 8th grade American Indian/Alaska Native students. The purpose of this study is to provide information that will help states, schools, and parents develop high-quality educational programs for these students.

As part of this study, Educational Testing Service (ETS) has been asked to develop questionnaires for principals of schools that serve American Indian/Alaska Native students. Before final drafts are developed, ETS would like to conduct interviews with principals about the questionnaires. As part of these interviews, we will ask principals to complete a questionnaire and explain to us what they think each question means as they answer it. This will help us make sure the questions make sense and that they give the information we are looking for.

Interviews with principals will take place at their schools. Interviews will be recorded and will last approximately one hour. Principals participating in interviews will receive \$45 for their time. If you would like more information or have any questions please call 800-223-0267 (toll-free) or e-mail me at cmelican@ets.org.

Sincerely,

Claire Melican
Senior Program Manager
Educational Testing Service

(school payment)

Dear Principal,

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Sincerely,

Claire Melican
Senior Program Manager
Educational Testing Service

(school payment)

Dear Teacher,

The National Indian Education Study is sponsored by the U.S. Department of Education, Office of Indian Education and is being conducted by the National Center for Education Statistics (NCES). This study focuses on the academic achievement and educational experiences of 4th and 8th grade American Indian/Alaska Native students. The purpose of this study is to provide information that will help states, schools, and parents develop high-quality educational programs for these students.

As part of this study, Educational Testing Service (ETS) has been asked to develop questionnaires for 4th and 8th grade teachers who work with American Indian/Alaska Native students. Before final drafts are developed, ETS would like to conduct interviews with teachers about the questionnaires. As part of these interviews, we will ask teachers to complete a questionnaire and explain to us what they think each question means as they answer it. This will help us make sure the questions make sense and that they give the information we are looking for.

One or two teachers from each school will be interviewed. Interviews will take place at the teachers' schools. Interviews will be recorded and will last approximately one hour. The schools of teachers participating in interviews will receive \$45. If you would like more information or have any questions please call 800-223-0267 (toll-free) or e-mail me at cmelican@ets.org.

Sincerely,

Claire Melican
Senior Program Manager
Educational Testing Service

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Sincerely,

Claire Melican
Senior Program Manager
Educational Testing Service

(student payment)

Asking your permission for your child to do this interview

Please read the information below that tells about this interview. Then, if you are willing to give your permission for your child to participate in the interview, please sign your name at the bottom. You may keep the additional copy of the form.

Only one or two students from your child's class will actually be picked to complete interviews. However, your child cannot be picked unless you have signed and returned this form.

What is this interview about, and what will you ask my child to do?

Your child's participation in this interview will help us improve questions that may be used in a survey. The purpose of the survey is to provide information that will help states, schools and parents develop high-quality educational programs for American Indian/Alaska Native students. If your child is picked to do the interview, we will ask him/her to read some questions out loud, tell us what he/she is thinking when he/she answers them, and give us his/her opinions about the questions. It will take about one (1) hour of your child's time. After completing the interview, we will send your child \$35.

Does my child have to participate in this project?

No. It is your choice and your child's choice whether to participate or not. Also, your child has the right to stop participating at any time, and he/she does not have to answer any questions that he/she doesn't want to.

Will you be recording my child?

Yes. With your permission, we plan to tape record the interview. Your child's responses will be strictly confidential and your child has the right to ask us to stop tape recording at any time. None of the information that your child provides will be associated with his/her name.

Who is doing this project?

This project is being done by Educational Testing Service, a non-profit organization headquartered in Princeton, NJ, American Institutes for Research, a non-profit organization headquartered in Washington, DC, and Windwalker Corporation, a for-profit organization headquartered in McLean, VA. Funding for this project comes from the Office of Indian Education, U.S. Department of Education.

What if I want more information?

For more information about the project and about your rights as a participant in this interview you can call Claire Melican at Educational Testing Service, 800-223-0267 (toll-free).

Please sign below if you agree to have your child participate in this interview

If you sign below, you are giving your "informed consent" for your child to participate in this interview. This means that you have read and understood the information this form, and you are willing to have your child participate under the conditions we have described. (This includes giving your permission for tape recording).

Your signature _____

Today's date: _____

Please print your name: _____

Please print your child's name: _____

(school payment)

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(student payment)

Dear Parent,

The National Indian Education Study is sponsored by the U.S. Department of Education, Office of Indian Education. This study hopes to provide information that will help states, schools, and parents develop high-quality educational programs for American Indian/Alaska Native students. As part of this study Educational Testing Service (ETS) is developing questionnaires for 4th and 8th grade American Indian/Alaska Native students.

Before we send out these questionnaires to students throughout the nation, ETS would like to conduct interviews with a few American Indian/Alaska Native students. As part of the interviews, we will ask students to complete a questionnaire and explain to us what they think each question means as they answer it. This will help us make sure the questions make sense and that they give the information we are looking for. Students will be interviewed at school, and the interview will last about an hour.

If you are interested in having your child participate in one of these interviews, please fill out and return the attached permission form. We will select two to four students from each school to participate in the interview. If your child is selected to participate and completes the interview, he/she will receive \$35 for his/her time. If you would like more information about these interviews, please call 800-223-0267 (toll-free) or e-mail me at cmelican@ets.org.

Sincerely,

Claire Melican
Senior Program Manager
Educational Testing Service

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