

Matsuoka, Karen Y.

From: Feldman, Amy [Amy.Feldman@ed.gov]
Sent: Monday, November 26, 2007 2:30 PM
To: Carey, Sheila; Matsuoka, Karen Y.
Cc: Garcia, Gil; Stair, Morgan
Subject: 200709-1850-001, Random Assignment Evaluation of ... English Language Learners
Attachments: Revised Exhibit 2.doc; IC Data Part 1_11-21-07.doc

Dear Karen and Sheila,

Below is the final response to OMB questions (question #3) on collection 200709-1850-001, Random Assignment Evaluation of ... English Language Learners. The package did not include the burden to school data staff and has been revised to reflect this burden. Attached are a revised Exhibit 2 and a revised IC collection form.

I hope this resolves all remaining issues.

Thanks,
Amy

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-----Original Message-----

From: Chesswas Roger [mailto:chesswasr@prel.org]
Sent: Wednesday, November 21, 2007 4:17 PM
To: Feldman, Amy
Subject: Re: Revised Responses to OMB question -- Reviewed and Finalized

(3) To minimize the burden on state employees, we will request entities transfer school-level administrative data in two or three batches, timed according to the administration's schedule within the broader timeframe of the study. According to our experience, the actual data transfer process should require a relatively short time for each data extract (1-2 hours of an experienced data person to write a simple code for extracting the data fields from the system, run the program and save it in a secure data transport format, and mail the data). The burden generally comes from competing time constraints. Even though processing our request may not be technically difficult, the administration's data staff may not be able to set aside time easily because of their regular obligations. Our being flexible about the timing (i.e., asking the data staff to process our request when they have time) should alleviate much of the burden. For example, rather than providing a specific, tight deadline date, we plan to give at least a 4-8 week window for processing our data requests. The study team will also pay for all postage and/or conference call charges that are associated with accessing the data. (See Revised Exhibit 2: Yearly Burden Estimates for state level employees).

