

**Appendix E**  
**Proposed Main Study**  
**Administrator Questionnaire**

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Section A: School characteristics

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BAAINTRO

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First we have a few questions about your school's characteristics.

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BAGRADES

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What grades are included in your school?

BAGRDK  
Kindergarten

BAGR01  
1st Grade

BAGR02  
2nd Grade

BAGR03  
3rd Grade

BAGR04  
4th Grade

BAGR05  
5th Grade

BAGR06  
6th Grade

BAGR07  
7th Grade

BAGR08  
8th Grade

BAGR09  
9th Grade

BAGR10  
10th Grade

BAGRD11  
11th Grade

BAGRD12  
12th Grade

BAGRD13  
12+

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BACHARTR

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Is your school a public charter school?

1=Yes

0=No

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BATYPA

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What type of school is this? Would you say... (Indicate either yes or no each line.)

BATYP1A

Comprehensive public school (not including magnet school)

1=Yes

0=No

BATYP2A

Public magnet school, whole school or instructional program, with a career or technical theme (e.g., a high school for agricultural sciences)

1=Yes

0=No

BATYP3A

Public magnet school, whole school or instructional program, with an academic theme (e.g., International Baccalaureate program)

1=Yes

0=No

BATYP5A

Catholic school

1=Yes

0=No

BATYP6A

Other private school, religious affiliation

1=Yes  
0=No

**BATYP7A**

Private school, no religious affiliation

1=Yes  
0=No

**BATYP8A**

High school served by an area or regional vocational school/center (part-time or part-day)

1=Yes  
0=No

**BATYP9A**

Full-time technical or vocational school

1=Yes  
0=No

**BATYP10A**

Other technical or vocational school

1=Yes  
0=No

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**BATYPB**  
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What type of school is this? Would you say...

**BATYPB1**

School-within-a-school (SWS) sharing a principal with other SWSs or academic programs in same building, but not a career academy

1=Yes  
0=No

**BATYPB2**

Alternative/stay-in-school/dropout prevention school/continuation school

1=Yes  
0=No

**BATYPB3**

Early college high school

1=Yes  
0=No

**BATYPB4**

Military academy

1=Yes

0=No

BATYPB5

Indian reservation school

1=Yes

0=No

BATYPB7

Year-round school

1=Yes

0=No

BATYPB8

Single sex school

1=Yes

0=No

BATYPB10

Autonomous small school, but not a school-within-a-school or career academy

1=Yes

0=No

**NEW BATYPB11**

Community school (operating in a public school building and jointly through a partnership between the school system and one or more community agencies; open to students, families and the community before, during and after school)

1=Yes

0=No

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**BACAREER**  
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Does your school have one or more career academies defined as a school-within-a-school or small learning community that focuses on career preparation?

1=Yes

0=No

**NEW (School Choice)**

1. Does your school participate in a public school choice program that is not related to the need for improvement due to Adequate Yearly Progress requirements?

No (0)→SKIP TO BACALEN

Yes (1)→GO TO Q2

2. In which of the following types of public school choice programs does your school participate?

- 1=A public school choice program in which students can choose to enroll in either this school (their assigned school) or another school within the district.
- 2=A public school choice program in which students, at no tuition cost to themselves or their families, can enroll in a public school in another district.
- 3=A public school choice program in which students assigned to this school can choose to enroll in a private school using state or district funds.
- 4=A public school choice program in which students from other districts, at no cost to themselves or their families, can enroll in this school.

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BACALEN

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What kind of academic calendar does your high school (grades 9-12) have?

- 1=Semester system
- 2=Trimester system
- 3=Quarter system
- 4=Other

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BACRSSH

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How are courses scheduled in your high school (grades 9-12)?

- 1=Traditional schedule (non-block) only
- 2=Block schedule only (such as 4x4 or A/B)
- 3=Both traditional and block scheduling

Routing logic:

- If BACRSSH = 1, go to BATRDMIN
- If BACRSSH = 2, go to BABLOCK
- If BACRSSH = 3, go to BATRDMIN

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BATRDMIN

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How many minutes long are courses on the traditional schedule?

BATRDMIN  
minutes per class

Routing logic:

- If BACRSSH = 1, go to BAHRSINS

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**BABLOCK**

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Which of the following types of courses are block scheduled and how many minutes is each block?

**BABLKAC**  
Academic Courses

**BABLKVOC**  
Vocational/technical courses

**BABLKOTH**  
Other courses

**BABLKACM**  
minutes per block

**BABLKVOM**  
minutes per block

**BABLKOTM**  
minutes per block

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**BAHRSINS**

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On average, how many hours of instruction per day do students receive at your school (grades 9-12)? (Exclude study hall and lunch.)

**BAHRSINS**  
hours of instruction per day (Please use decimals for partial hours.)

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**BAADA**

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What was the average daily percentage attendance for students in your school (grades 9-12) last year?

**BAADA**  
% (Please round to the nearest whole number.)

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**BAUNEXAB**

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When students are absent without an excuse, are parents notified?

1=Yes  
0=No

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**BATRNLALT**

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What percentage of students attending your school (grades 9-12) last year (2008-2009) were transferred out to an alternative program or school?

% (Please round to the nearest whole number.)

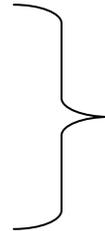
**NEW (AYP)**

1. Has this school been identified for improvement due to Adequate Yearly Progress (AYP) requirements?

No (0) → **SKIP TO Q3**  
Yes (1) → **GO TO Q2**

2. As of the beginning of this school year (2009-2010), in what year of AYP improvement is this school?

- Year 1 (1)
- Year 2 (2)
- Year 3 (3)
- Year (4)
- Year 5 (5)
- School is no longer identified for improvement



**SKIP TO New (encouragement)**

3. At the end of last school year (2008-2009), did this school make AYP?

0=No  
1=Yes

**NEW (Encouragement)**

1. Does your school do any of the following to raise high school students' interest and achievement in math and science?

- Hold school-wide mathematics and science fairs, workshops or competitions
- Partner with community colleges or universities that offer math and science summer programs or camps for high school students
- Sponsor a math or science after-school program
- Require teacher professional development in math and science learning or increasing student interest in math and science
- Pair students with mentors in math and science
- Bring in guest speakers to talk to students about math and science careers and the relevancy of mathematics and science in everyday life
- Take students on math- or science-relevant field trips (e.g., city aquarium, planetarium)

- Tell students about regional or state math or science contests, math or science Web sites and Blogs, or other math and science programs online or in your community, such as a 21<sup>st</sup> Century Community Learning Center program or GirlsIncorporated Operation SMART
- Partner with Mathematics Engineering Science Achievement (MESA) or a similar enrichment-model program in your community or State that provides math and science academic development activities and services to students
- Other

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BA9ACSTG

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Does your school offer any of the following programs to assist **ninth graders** who are struggling academically?

**BASTRSUM**

Summer program prior to entry into high school that provides supplemental instruction in reading and math

**BASTRSML**

Small learning communities or achievement academies for over-aged students who have not met high school entry criteria

**NEW**

Small freshman learning communities or academies separate from the rest of the school

**BASTRDBS**

Block scheduling (also called double-block or extended-block scheduling)

**BASTRCAT**

Catch-up courses (or “double-dosing” of classes)

**NEW**

Ninth-grade seminar or class(es) in study skills

**NEW**

Specific professional development, coaches or technical assistance for teachers working with struggling ninth-graders

**BASTOTH**

Other assistance

**NEW**

Our school does not have any assistance programs specifically for ninth graders who are

struggling academically.

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BA9ASIST  
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On what basis are **ninth graders** who are struggling academically recommended to receive assistance?

BANSTAR  
Absentee record

BANSTAP  
Poor or failing grades

**NEW**  
Behind on credits

BANSTTR  
Teacher's referral

BANSTCR  
Counselor's referral

BANSTPR  
Parental request

BASSTSR  
Student request

BANSTDP  
Disciplinary problems

BANSTOTH  
Other

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Section B: Student population  
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BABINTRO  
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Now we would like to ask you some questions about your school's student population.

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BACAPAC

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What is your school's (grades 9-12) current student capacity expressed as a percent, for example, 120 percent filled, 75 percent filled?

BACAPAC  
% (Please round to the nearest whole number.)

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BAPCTSB  
-----

What percentage of the total student body (grades 9-12) in your school...

BAFRPLNC  
receive free or reduced-price lunch? %

BAELL  
are English language learners? %

BASPECED  
receive Special Education services for students with disabilities? %

BAALTED  
are enrolled in an alternative program? %

BAALTNO  
school does not offer

BADROPRE  
are enrolled in a dropout prevention program (either at your school or another location)? %

BADROPNO  
school does not offer

BACBAP  
are enrolled in College Board Advanced Placement (AP) courses? %

BAAPNO  
school does not offer

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BAHISP  
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What percentage of the total student body (grades 9-12) in your school is of Hispanic or Latino origin? (Enter 000, if none.)

BAHISP

% (Please round to the nearest whole number.)

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BARACE

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What percentage of the total student body (grades 9-12) in your school are members of the following groups? Count each student only once. Round to the nearest whole number. (Enter 000, if none.)

BAWHITE  
White, non-Hispanic %

BABLACK  
Black or African American, non-Hispanic %

BAASIAN  
Asian, non-Hispanic %

BANATPAC  
Native Hawaiian or Pacific Islander, non-Hispanic %

BAAMIND  
American Indian or Alaska Native, non-Hispanic %

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BA9REPET

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What percentage of the 2009–2010 ninth-grade class is repeating ninth grade?

BA9REPET  
% (Please round to the nearest whole number.)

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BA9RTRN

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What percentage of 9th-grade students who were enrolled in your school in September of 2008 returned to your school in September of 2009?

BA9RTRN  
% (Please round to the nearest whole number.)

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BA12LAST

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What percentage of last year's 12th-grade class...

(Please round to the nearest whole number; enter 000, if none.)

BA124YR

went on to 4-year (bachelor's degree-granting) colleges? %

BA122YR

went on to 2-year (associate's degree-granting) colleges or technical institutes? %

BA12WORK

entered the labor market

BA12MIL

entered the military? %

**NEW**

Other

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Section C: School's teachers

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BACINTRO  
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Now, we have a few questions about the teachers in your school.

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BANUMTCH  
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**NEW**

How many teachers work full-time and how many teachers work part-time in your school?

# of full-time teachers

# of part-time teachers

For each of the subject areas listed below, please indicate the number of full-time teachers and part-time teachers **that instruct grades 9-12** in your school. Please give your best estimate. (If a teacher works full-time in your school, but divides his/her time between two or more subject areas, consider that teacher as part-time in each subject or area.) (Enter 00, if none.)

BAMATHFT

Math Full-time

BAMATHPT

Math Part-time

BASCIFT  
Science Full-time

BASCIPT  
Science Part-time

BAOTHFT  
All other subject areas in your school

BAOTHPT  
All other subject areas in your school

-----  
BAMTCERT

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Of the full-time and part-time teachers who instruct 9<sup>th</sup>-12<sup>th</sup> -grade math in your school, how many are certified by your state to teach math at the secondary school level?

BAMTCERT  
certified full-time high school math teachers (If none, enter 0.)

**NEW**  
certified part-time high school math teachers (If none, enter 0.)

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BASCCERT

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Of the full-time and part-time teachers who instruct 9<sup>th</sup>-12<sup>th</sup>-grade science in your school, how many are certified in the state to teach science at the secondary school level?

BASCCERT  
certified full-time high school science teachers (If none, enter 0.)

**NEW**  
certified part-time high school science teachers (If none, enter 0).

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BATCVAC

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For last school year (2008–2009), were there 9<sup>th</sup>-12<sup>th</sup> grade teaching vacancies in either your math or your science departments for which teachers were recruited and interviewed?

1=Yes  
0=No

Routing logic:  
If BATCVAC = 1, go to BAVACANT

Else go to BAMBONUS

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BAVACANT

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How easy or difficult was it to fill the 9<sup>th</sup>-12<sup>th</sup> grade teaching vacancies in the mathematics or the science departments in your school?

BAMATVAC

Math Department

- 1=No vacancies in this department
- 2=Easy
- 3=Somewhat difficult
- 4=Very difficult
- 5=Could not fill the vacancies

BASCIVAC

Science Department

- 5=Could not fill the vacancies
- 4=Very Difficult
- 3=Somewhat difficult
- 2=Easy
- 1=No vacancies in this department

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BAMBONUS

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Does your school/district offer signing bonuses or incentives to attract qualified 9<sup>th</sup>-12<sup>th</sup> grade **full-time** math teachers (e.g., monetary bonuses, tuition aid, or tuition tax credits)?

- 1=Yes
- 0=No

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BASBONUS

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Does your school/district offer signing bonuses or incentives to attract qualified 9<sup>th</sup>-12<sup>th</sup> grade **full-time** science teachers (e.g., monetary bonuses, tuition aid, or tuition tax credits)?

- 1=Yes
- 0=No

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BAMTNORT

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How many 9<sup>th</sup>-12<sup>th</sup>-grade math teachers who taught in your school last year (2007-2008), did not return to teach at your school this year (2008-2009)?

BAMTNORT  
math teachers

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BASCNORT

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How many 9<sup>th</sup>-12<sup>th</sup>-grade science teachers who taught in your school last year (2007-2008), did not return to teach at your school this year (2008-2009)?

BASCNORT  
science teachers

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BAMTHABS

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What percentage of your school's teachers (grades 9-12) are absent on an average day?

BAMTHABS  
percent teachers absent

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Section D: Courses offered  
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BADINTRO

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Now we have a few questions about courses offered by your school.

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**BAMATHOF**  
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1a. Does your school offer the following math and computer science courses onsite?

1b. If your school does not offer a course onsite, please indicate whether or not the course is offered for credit to your school's students through another means, such as at another high school, community college or as an online course.

<b>1a. Available at this School?</b>		<b>1b. Available Elsewhere?</b> (online, another high school, or neighboring university or community college)	
		<b>Yes</b>	<b>No</b>
<b>Yes</b>	<b>No</b>	<b>Yes</b>	<b>No</b>

- PreAlgebra
- Review/Remedial Math
- Integrated Math I, II, or III
- Algebra I, part 1 and part 2 (BACSA1A/BACSA1B)
- Algebra I (BACSA1)
- Algebra II (BACSA2)
- Geometry (BACSGE)
- Trigonometry (NEW)
- Algebra III (NEW)
- Analytic Geometry
- Calculus (BACSC)
- Calculus AP (AB) (BACSCAP)
- Calculus AP (BC) (BACSCP)
- Computer Science (BACSCOMP)
- Computer Science AP (A) (BACSCS)
- Computer Science AP (AB) (BACSAPAB)
- Statistics/Probability (BACSPS)
- Statistics AP (BACSPAP)

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 BASCIOF  
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1a. Does your school offer the following science and engineering courses onsite?

1b. If your school does not offer a course onsite, please indicate whether or not the course is offered for credit to your school's students through another means, such as at another high school, community college or as an online course.

<b>1a. Available at this School?</b>		<b>1b. Available Elsewhere?</b> (online, another high school, or neighboring university or community college)	
		<b>Yes</b>	<b>No</b>
<b>Yes</b>	<b>No</b>	<b>Yes</b>	<b>No</b>

- General Science
- Life Science
- Physical Science
- Principles of Technology
- Integrated Science I, II, or III
- Anatomy/Physiology (BACRAPH)
- Biology I (BACRB1)
- Biology II (BACRB2)
- Biology AP (BACRBAP)
- Chemistry I (BACRCH)
- Chemistry II (BACRCH2)
- Chemistry AP (BACRCAP)
- Earth Science (BACRES)
- Environmental Science (BACREN)
- Environmental Science AP (BACREAP)
- Engineering (any kind) (NEW)
- Physical Science (BACRPS)
- Physics I (BACRPY1)
- Physics II (BACRPH2)
- Physics AP (B) (BAPAPB)
- Physics AP (C: Electricity and Magnetism) (BAPAPC1)
- Physics AP (C: Mechanics) (BAPAPC2)

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**BAOFFIB**

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Does your school offer an International Baccalaureate (IB) program?

1=Yes

0=No

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**BAMATREQ**

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1. For the graduating class of 2013, does your school require the completion of a specific math course or courses for graduation?

1=Yes

0=No

**NEW**

2. Is the specific math course or courses your school requires for graduation. . .

a. The same as the specific math course or courses required by your State Department of Education? No/Yes

b. Higher than the math courses or courses required by your State Department of Education? No/Yes

c. Set by the school; the State Department of Education does not require specific courses for graduation. No/Yes

**NEW**

1. For the graduating class of 2013, does your school require the completion of a specific science course or courses for graduation?

1=Yes

0=No

**NEW**

2. Is the specific science course or courses your school requires for graduation. . .

a. The same as the specific math course or courses required by your State Department of Education? No/Yes

b. Higher than the math courses or courses required by your State Department of Education? No/Yes

c. Set by the school; the State Department of Education does not require specific courses for graduation. No/Yes

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**BADIFALG**

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Does your school offer different levels of Algebra I for students who vary in ability or in academic background (e.g., prior 8th-grade coursework in math)?

1=Yes

0=No

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Section E: Goals and background

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BAEINTRO

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THIS SECTION SHOULD ONLY BE COMPLETED BY THE SCHOOL PRINCIPAL.

This section of the interview asks about your goals and challenges for your school as well as background information about you.

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BASTPROB

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Indicate the degree to which each of the following matters is a problem in your school.

BASTPRB1

Student tardiness

- 1=Serious
- 2=Moderate
- 3=Minor
- 4=Not a problem

BASTPRB2

Student absenteeism

- 1=Serious
- 2=Moderate
- 3=Minor
- 4=Not a problem

BASTPRB3

Student class cutting

- 1=Serious
- 2=Moderate
- 3=Minor
- 4=Not a problem

**NEW**

Teacher absenteeism

- 1=Serious
- 2=Moderate
- 3=Minor
- 4=Not a problem

**NEW**

Students dropping out

- 1=Serious
- 2=Moderate
- 3=Minor
- 4=Not a problem

**NEW**

Student apathy

- 1=Serious
- 2=Moderate
- 3=Minor
- 4=Not a problem

**NEW**

Lack of parental involvement

- 1=Serious
- 2=Moderate
- 3=Minor
- 4=Not a problem

**NEW**

Students come to school unprepared to learn

- 1=Serious
- 2=Moderate
- 3=Minor
- 4=Not a problem

**NEW**

Poor student health

- 1=Serious
- 2=Moderate
- 3=Minor
- 4=Not a problem

**NEW**

Lack of resources and materials for teachers

- 1=Serious
- 2=Moderate
- 3=Minor
- 4=Not a problem

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BAPROB1

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To the best of your knowledge how often do the following types of problems occur at your school?

**BASCPPC**

Physical conflicts among students

- 1=Daily
- 2=At least once a week
- 3=At least once a month
- 4=On occasion
- 5=Never happens

**BASCPVA**

Robbery or theft

- 1=Daily
- 2=At least once a week
- 3=At least once a month
- 4=On occasion
- 5=Never happens

**BASCPUA**

Vandalism

- 1=Daily
- 2=At least once a week
- 3=At least once a month
- 4=On occasion
- 5=Never happens

**BASCPID**

Student use of illegal drugs while at school

- 1=Daily
- 2=At least once a week
- 3=At least once a month
- 4=On occasion
- 5=Never happens

**BASCPDA**

Students use of alcohol while at school

- 1=Daily
- 2=At least once a week
- 3=At least once a month
- 4=On occasion
- 5=Never happens

**BASCPDR**

The sale of drugs on the way to or from school and/or on school grounds

- 1=Daily
- 2=At least once a week
- 3=At least once a month
- 4=On occasion

5=Never happens

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BAPROB2

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To the best of your knowledge how often do the following types of problems occur at your school?

**BASCPWE**

Student possession of weapons

- 1=Daily
- 2=At least once a week
- 3=At least once a month
- 4=On occasion
- 5=Never happens

**BASCPPA**

Physical abuse of teachers

- 1=Daily
- 2=At least once a week
- 3=At least once a month
- 4=On occasion
- 5=Never happens

**BASCPRT**

Student racial tensions

- 1=Daily
- 2=At least once a week
- 3=At least once a month
- 4=On occasion
- 5=Never happens

**BASCPBU**

Student bullying

- 1=Daily
- 2=At least once a week
- 3=At least once a month
- 4=On occasion
- 5=Never happens

**BASCVAT**

Student verbal abuse of teachers

- 1=Daily
- 2=At least once a week
- 3=At least once a month
- 4=On occasion

5=Never happens

**BASCPMS**

Student in-class misbehavior

- 1=Daily
- 2=At least once a week
- 3=At least once a month
- 4=On occasion
- 5=Never happens

**BASCPDI**

Student acts of disrespect for teachers

- 1=Daily
- 2=At least once a week
- 3=At least once a month
- 4=On occasion
- 5=Never happens

**BASCPGA**

Student gang activities

- 1=Daily
- 2=At least once a week
- 3=At least once a month
- 4=On occasion
- 5=Never happens

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**BAHIDEG**

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What is the highest degree you have earned?

- 1=Do not have a degree
- 2=High School or equivalent
- 2=Associate's degree
- 3=Bachelor's degree
- 4=Master's degree
- 5=Educational specialist or professional diploma
- 6=Doctorate or first professional degree

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**BADEGREE**

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[Note. Similar to the Teacher survey we will use a computer assisted coder to collect major. We will collect major for both undergraduate degree and highest graduate degree (if applicable).]

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BAEXPTCH

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Before you became a principal, how many years of elementary, middle, or secondary teaching experience did you have?

(Please enter '0' if you have no teaching experience at a level.)

BAPRTEL

Elementary (K-5) years

BAPRTMI

Middle (6-8) years

BAPRTSEC

Secondary (9-12) years

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BAPRSUBJ

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[Note. This question will be drive off BAEXPTCH. For each level the principal indicates (elementary; middle; secondary) there will be a follow-up about subject taught]

What was the main subject that you taught?

1=English

2=Mathematics

3=History/social studies/social science

4=Natural/physical sciences

5=Foreign languages

6=Physical education

7=Vocational education

8=Business

9=Other subject

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BAPRMANG

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Before you became a principal, did you have any management experience outside of the field of education?

1=Yes

0=No

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BAPRALT

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Did you become a principal through alternative prep programs (e.g., New Leaders for New Schools)?

1=Yes  
0=No

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BAPRTCH

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*Since becoming a principal*, how many years of elementary, middle, or secondary teaching experience have you had?

(Please enter '0' if you have no teaching experience at a level.)

BAPRSELE  
Elementary (K-5) years

BAPRSMIS  
Middle (6-8) years

BAPRSSEC  
Secondary (9-12) years

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BAPRSRVA

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Prior to this school year, how many years did you serve as the principal of this or any other school?

BAPRSRVA  
years

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BAPRSRVS

---

Prior to this school year, how many years did you serve as the principal of this school?

BAPRSRVS  
years

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BAPRCURT

---

In addition to serving as principal, are you currently teaching in this school?

1=Yes  
0=No

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BAPRCERT

-----  
Are you certified as a principal in your state?

1=Yes

0=No

-----  
BASPENT  
-----

What percentage of your work hours do you spend on the following activities in an average week? (Enter 000, if no time spent on activity.)

BAPRPTIS

Working with teachers on instructional issues %

BAPRPISM

Internal school management (e.g., weekly calendars, vendors, office, memos, etc.) %

BAPRPESM

External school management (e.g., district/superintendent meetings, financial operations, public relations, communicating with decision-makers outside the school community, etc.) %

BAPRPSDA

Student discipline/attendance %

BAPRPMON

Monitoring hallways, campus, lunchroom %

BAPRPTEA

Your own teaching assignments %

BAPRPPAR

Talking and meeting with parents %

BAPRPMST

Meeting with students %

BAPRPPAP

Paperwork required by local, state, or federal authorities %

BASPTOTH

Other

BASPTOTL

Total %

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BAPRISEX  
-----

What is your sex?

1=Male

2=Female

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BAPRHISP  
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Are you of Hispanic or Latino origin?

1=Yes

0=No

-----  
BAPRRACE  
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Please select one or more of the following choices to best describe your race.

BAPRRCW

White, non-Hispanic

BAPRRCB

Black or African American, non-Hispanic

BAPRRCA

Asian, non-Hispanic

BAPRRCNA

Native Hawaiian or other Pacific Islander, non-Hispanic

BAPRRCAI

American Indian or Alaska Native, non-Hispanic

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END

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