SCHOOL DISTRICT QUESTIONNAIRE SCHOOLS AND STAFFING SURVEY 2011-12 SCHOOL YEAR

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

THIS SURVEY HAS BEEN ENDORSED BY:

To Be Determined

Notice> This survey is authorized by the Education Sciences Reform Act of 2002, 20 U.S. Code §9541(b) and §9543(a)..

DEAR DISTRICT ADMINISTRATOR:

The Schools and Staffing Survey is the largest sample survey of America's elementary and secondary schools. Your participation is important. Below are answers to some general questions.

WHAT IS THE PURPOSE OF THIS SURVEY?

The purpose of this survey is to obtain information about school districts, such as enrollment, teacher counts, and policies regarding recruitment and compensation.

WHO IS CONDUCTING THIS SURVEY?

The U.S. Census Bureau is conducting this survey for the National Center for Education Statistics (NCES) of the U.S. Department of Education.

WHY SHOULD YOU PARTICIPATE IN THIS SURVEY?

Policymakers and educational leaders rely on data from this survey to inform their decisions concerning K-12 schools. Because it is a sample survey, your responses represent the responses of many. Higher response rates give us confidence that the findings are accurate.

WILL YOUR RESPONSES BE KEPT CONFIDENTIAL?

Your responses are protected from disclosure by federal statute (20 U.S.C., § 9573). All responses that relate to or describe identifiable characteristics of individuals may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose, unless otherwise compelled by law.

HOW WILL YOUR INFORMATION BE REPORTED?

The information you provide will be combined with the information provided by others in statistical reports. No individually-identifiable data will be included in the statistical reports.

WHERE SHOULD YOU MAIL YOUR COMPLETED QUESTIONNAIRE?

Please return your completed questionnaire in the enclosed pre-addressed, postage-paid envelope or mail it to:

U.S. CENSUS BUREAU ATTN: DCB 60A 1201 E. 10th STREET JEFFERSONVILLE, IN 47132-0001

WE HOPE YOU WILL PARTICIPATE IN THIS VOLUNTARY SURVEY.

SINCERELY,

JACK BUCKLEY

Commissioner for Education Statistics National Center for 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 spent 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, DC 20202-4537. If you have comments or concerns about the contents of this questionnaire, e-mail: dsd.sass@census.gov, or write directly to: Schools and Staffing Survey, National Center for Education Statistics, 1990 K Street, N.W., #9018, Washington, DC 20006.

A1. Is the agency named on the cover page a school district or local education agency? Yes
No→GO TO item B below.
2. Is the school district or local education agency still in operation?
Yes No→GO TO item B below.
3. Does this school district serve students in one or more of grades 1-12 or comparable ungraded level Yes
No→GO TO item B below.
4. Since October 2010, has this school district merged with another school district? Yes
No
B. If you marked "No" to any of items A1, A2, or A3 or if you marked "Yes" to item A4, please call to U.S. Census Bureau at 1-800-221-1204 between 8:30 a.m. and 5:00 p.m. (Eastern Time). Otherwise, please continue with item C1.
C1. Is the physical or street address of this district office the same as that on the cover page? Yes→GO TO item 1a on page 5. No
2. What is the physical or street address of this school district office or local education agency office?
Street
City
State ZIP Code

INSTRUCTIONS

The data you enter on this form will be captured through the use of imaging technology. Please print all information clearly in ordinary characters, using a black ballpoint pen.

Correct marking	Incorrect marking
example – (<i>Use care to</i>	example –
keep characters in their	
designated spaces.)	

- a. Please do not write any comments near the answer spaces.
- **b.** If you have any questions, call the U.S. 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). The U.S. Census Bureau is also available to answer your questions via e-mail at: dsd.sass@census.gov.
- **c.** If you are unsure about how to answer a question, please give the best answer you can rather than leaving it blank.

Grades K-12 and comparable ungraded levels. This survey focuses on schools offering any of grades K-12 or ungraded levels at the elementary or secondary level. The term "ungraded levels" refers to schools that classify students by an alternative means other than particular grade levels (e.g., Kindergarten, 1st grade, 2nd grade, etc.).

I GENERAL INFORMATION ABOUT THIS DISTRICT

1a. Does this district offer all of grades K-12? Mark (X) only one box. Yes, grades K-12 \rightarrow GO TO item 2 below

Yes, grades K-12	\rightarrow GO TO item 2 below.
No, grades 1-12 only	\rightarrow GO TO item 2 below.
No	\rightarrow GO TO item 1b below.

$\ \, \textbf{b. Does this district offer the following grades?}$

Mark (X) "Yes" or "No" for each grade level.

1110110 (21) 1 05 01 1	to joi each gr
Prekindergarten	Yes
	No
Kindergarten	Yes
	No
1 st	Yes
	No
2 nd	Yes
	No
3 rd	Yes
	No
4 th	Yes
	No
5 th	Yes
	No
6 th	Yes
	No
7 th	Yes
	No
8 th	Yes
	No
9 th	Yes
	No
10 th	Yes
	No
11 th	Yes
	No
12 th	Yes
	No
Ungraded	Yes
	No

2. Around the first of October, what was the total number of STUDENTS enrolled in this district in ALL grade levels?

INCLUDE prekindergarten, postsecondary, and adult education as well as students in grades K-1 $^\circ$	2.
Please refer to this district's official fall report.	
,, Total number of students	

3. Around the first of October, what was the total number of students enrolled in this district in grade K-12 and comparable ungraded levels?
Do NOT include prekindergarten, postsecondary, or adult education students
4. Around the first of October, how many students in grades K-12 and comparable ungraded levels were:
Do NOT include prekindergarten, postsecondary, or adult education students.
Please only include each student in one category below so none are double-counted.
If none, please mark (X) the box.
a. Hispanic or Latino, regardless of race?
None or, , Students
b. White, not of Hispanic or Latino origin?
None or,, Students
c. Black or African American, not of Hispanic or Latino origin?
None or, , Students
d. Asian, not of Hispanic or Latino origin?
None or ,, Students
e. Native Hawaiian or other Pacific Islander, not of Hispanic or Latino origin?
None or, , Students
f. American Indian or Alaska Native, not of Hispanic or Latino origin?
None or, Students
g. Two or more races, not of Hispanic or Latino origin?
None or, , Students
h. Total K-12 students (sum of entries in items 4a-g)
NOTE: Item 4h should equal the number entered in item 3 above.
5a. Does this district enroll any prekindergarten students? Yes
No→GO TO item 6a below.
b. Around the first of October, how many prekindergarten students were enrolled in this district?, Prekindergarten students
6a. Does this district participate in the National School Lunch Program? Yes
$_$ No $→$ GO TO item 7 on page 7.

6. Continued –

b. Around the first of October, how many students in this district were APPROVED for free or reduced-price lunches?	
-	s: nt for prekindergarten students.
If none, please mark (X	
	K-12 students approved
None or ,	Prekindergarten students approved
7. How many days are Days per scho	e in the school year for most students in this district? pool year
NOTE: For teacher co	unts in items 8 and 9 –
DO NOT include the fo	ollowing as teachers:
 Prekindergarter 	n teachers (and lower levels)
 Postsecondary t 	teachers (beyond grade 12)
 Adult education 	n teachers
 Counselors 	
• Library media s	specialists or Librarians
 Speech therapis 	sts
 School nurses 	
 Psychologists 	
 Social workers 	
 Administrators 	and other nonteaching personnel
 Teacher aides 	
 Day care aides 	
Short-term subs	stitute teachers
• Student teacher	
DO include the followi	ing as teachers:
Special education	
 Physical educat 	
 Music teachers 	
 Art teachers 	
• Title I teachers	
employed by this distance Report the FTE count to Do NOT include teacher	October, what was the total number of FTE (full-time equivalent) TEACHERS rict for grades K-12 and comparable ungraded levels? to the nearest TENTH, e.g. 363.5, 5,324.0, etc. ers who teach ONLY prekindergarten, postsecondary, or adult education.
,, FII	E Teachers

teachers employed by this district for grades K-12 and comparable ungraded levels were: Record HEAD COUNTS, not FTEs (full-time equivalent).
Do NOT include teachers who teach ONLY prekindergarten, postsecondary, or adult education. Please only include each teacher in one category below so none are double-counted. If none, please mark (X) the box.
a. Hispanic or Latino, regardless of race? None or, Teachers
b. White, not of Hispanic or Latino origin?
None or , Teachers
c. Black or African American, not of Hispanic or Latino origin?
None or , Teachers
d. Asian, not of Hispanic or Latino origin?
None or, Teachers
e. Native Hawaiian or other Pacific Islander, not of Hispanic or Latino origin? None or, Teachers
f. American Indian or Alaska Native, not of Hispanic or Latino origin? None or, Teachers
g. Two or more races, not of Hispanic or Latino origin?
None or, Teachers
h. Total teachers (sum of entries in items 9a-g)
, Teachers
10. Around the first of October, how many SHORT-TERM substitute teachers of any grades K-12 were
available to teach in this district?
Record HEAD COUNTS, not FTEs (full-time equivalent).
Do NOT include teachers who teach ONLY prekindergarten, postsecondary, or adult education. Short-term substitute teachers
11. Does this district have a policy to encourage teacher attendance or prevent teachers from using an
excessive amount of unplanned leave?
(e.g., buying back unused leave, counting unused leave toward retirement, rewards for perfect attendance)

9. Now thinking about head counts, around the first of October, how many part-time and full-time

__Yes __No

12. Does this district have an agreement with a teachers' association or union for the purpose of meet-
and-confer discussions or collective bargaining?
("Meet-and-confer" discussions are for the purpose of reaching non-legally-binding agreements. Collective bargaining agreements are legally-binding agreements.)
Mark (X) only one box.
Yes, meet-and-confer
Yes, collective bargaining
Yes, other type of agreement
No agreement
13. How many days is the normal contract year for a teacher in this district?
Include professional development, student contact days, and other days covered in a typical teacher's
contract.
Days per contract year
14. Around the first of October, how many PRINCIPALS were employed by this district for grades
K-12 and comparable ungraded levels?
DO NOT include assistant and vice principals.
Record HEAD COUNTS, not FTEs (full-time equivalent).
, Principals
15. Does this district have an agreement with a principals' association or union for the purpose of meet-
and-confer discussions or collective bargaining?
("Meet-and-confer" discussions are for the purpose of reaching non-legally-binding agreements. Collective
bargaining agreements are legally-binding agreements.)
Mark (X) only one box.
Yes, meet-and-confer
Yes, collective bargaining
Yes, other type of agreement
No agreement
16. How many days is the normal contract year for a principal in this district?
Include professional development, student contact days, and other days covered in a typical principal's
contract.
Days per contract year
17. Is there a tenure system for principals in this district?
Yes
No
18a. Does this district have a district-wide library media center coordinator?
_ Yes
$_$ No $→$ GO TO item 19 on page 10.
b. Is this a full-time position?
Yes
No

II RECRUITMENT AND HIRING OF STAFF

19. For this school year, how many teachers were newly hired by this district for grades K-12 and comparable ungraded levels?
(Newly hired teachers are teachers not employed in this district last school year as teachers.)
Record HEAD COUNTS, not FTEs (full-time equivalent).
If none, please $mark(X)$ the box.
None or, Teachers
20. Does this district currently use the following to recruit teachers?
a. Signing bonuses
Yes
No
b. Forgiveness of student loan(s) funded by the district
Yes
No
a Delegation and toward
c. Relocation assistance
Yes
No
d. Finder's fee to existing staff for new teacher referrals
Yes
No
21. Does this district currently use any incentives to recruit principals?
Yes
No

22. For this school year, how many principals were newly hired by this district for grades K-12 a	ınd
comparable ungraded levels?	
(Newly hired principals are principals new to this district this school year.)	
DO NOT include assistant and vice principals.	
DO include newly promoted principals in this district.	
Record HEAD COUNTS, not FTEs (full-time equivalent).	
If none, please mark (X) the box.	
None or , Principals	
23. Does this district have a training or development program for aspiring school administrators	:?
Yes	
No	
24. LAST SCHOOL YEAR (2010-11), how many teachers of the following types were DISMISS	E D or
did not have their contracts renewed?	
Record HEAD COUNTS, not FTEs (full-time equivalent).	
If none, please mark (X) the box.	
If this district does not have a tenure system, please distinguish teachers based on the definitions prov	
Please include only classroom teachers, which means any staff member who currently teaches any reg	-
scheduled classes in any of grades K-12. Please do NOT include short-term substitute teachers, aides,	or
librarians who only teach library skills or how to use the library.	
a. Total teachers who were DISMISSED or did not have their contracts renewed:	
Include both tenured and non-tenured teachers.	
Teachers	
_ None \rightarrow GO TO section III on page 13.	
b. Total teachers who were dismissed or did not have their contracts renewed as a result of POC PERFOMANCE (e.g., failed to perform professional duties and responsibilities, did not meet perform	
expectations):	
Include both tenured and non-tenured teachers.	
Teachers	
_ None \rightarrow GO TO item 25 on page 12.	
c. Of those teachers who were dismissed or did not have their contracts renewed as a result of Po)OR
PERFORMANCE, how many were non-tenured teachers?	JOK
Non-tenured teachers are often relatively inexperienced or novices. This includes teachers in their init	tial
induction year, teachers who are on year-to-year contracts, and those teachers who have not entered	
permanent status, traditionally referred to as tenure.	<i>i</i> 11101 (
None or Teachers	
d. Of those teachers who were dismissed or did not have their contracts renewed as a result of P PERFORMANCE, how many were tenured teachers?	JOR
Tenured teachers have satisfactorily completed a probationary period and were given a contract as a	caree
or permanent employee.	cureer
None or Teachers	
TIONS OF TOURISTS	

25. From the list below, select the first, second, and third most common reasons that teachers were
dismissed or did not have their contracts renewed LAST SCHOOL YEAR (2010-11).
1 – Layoffs due to school closings or school mergers
2 – Layoffs due to reduced enrollment
3 – Layoffs due to a reduction in force, unrelated to reduced enrollment or school closings (e.g., budget cut 4 – Failure to meet Highly Qualified Teacher (HQT) requirements
(Generally, to be Highly Qualified, teachers must 1) have a bachelor's degree; 2) hold full state
certification or licensure, including an "alternative certification"; and 3) demonstrate competency is
the subject area(s) they teach. The HQT requirement is a provision under No Child Left Behind
[NCLB].)
5 – Poor performance of teachers
$6 - Other \rightarrow Please specify$
Enter the appropriate code (1-6) for items 25a, b, and c below.
a. From the reasons listed above, what was the most common reason that teachers were dismisse or did not have their contracts renewed last school year?
Most common reason
b. From the reasons listed above, what was the SECOND most common reason that teachers were dismissed or did not have their contracts renewed last school year?
 SECOND most common reason → GO TO item 25c below. No second most common reason → GO TO section III on page 13.
c. From the reasons listed above, what was the THIRD most common reason that teachers were dismissed or did not have their contracts renewed last school year?
THIRD most common reason
No third most common reason

YOUR COMMENTS)
/TT7 ', T \	

III PRINCIPAL AND TEACHER COMPENSATION

26. Is there a salary schedule for PRINCIPALS in this district?	
Yes No	
140	
27a. Thinking about the principals working in this district this school year, what is the actual base salary of the lowest paid full-time principal?	
Please report salaries in whole dollars.	
\$,00 per year	
b. Thinking about the principals working in this district this school year, what is the actual base sala of the highest paid full-time principal?	ıry
Please report salaries in whole dollars.	
\$,00 per year	
28. Is there a salary schedule for TEACHERS in this district?	
Yes→GO TO item 30 below.	
No	
29. What would be the normal yearly base salary for a teacher with a bachelor's degree and no teacl experience in this district?	ning
Please report salaries in whole dollars.	
$_$,00 per year \rightarrow GO TO item 31a on page 14.	
30. According to the salary schedule, what is the normal yearly base salary for –	
Please respond to each of the options. If this district's salary schedule does not include the specific degree and experience combination, report th	40
if this district's satury schedule does not include the specific degree and experience combination, report to salary that a person with this degree and experience would earn.	ie
Please do not include one-time bonuses.	
Report in whole dollars.	
a. A teacher with a bachelor's degree and no teaching experience?	
\$,00 per year	
b. A teacher with a bachelor's degree and 10 years of teaching experience?	
\$,00 per year	
c. A teacher with a master's degree and no teaching experience?	
\$	
·	
d. A teacher with a master's degree and 10 years of teaching experience?	
\$,00 per year	
a. A tanahar with a mastar's dagrap and 15 years of tanahing avnaniance?	
e. A teacher with a master's degree and 15 years of teaching experience? \$.00 per year	
φ , , , , , , , , , , , , , , , , , , ,	

30. Continued –	- According to the salary schedule, what is the normal yearly base salary for -
	the highest possible step on the salary schedule?
\$,	00 per year
31a. Thinking	about the teachers in this district this school year, what is the base salary of the lowest
paid full-time t	· · · · · · · · · · · · · · · · · · ·
-	alaries in whole dollars.
*	00 per year
_	out the teachers in this district this school year, what is the base salary of the highest
paid full-time t	
-	alaries in whole dollars.
\$,	00 per year
32. Does this d	istrict offer the following to any teachers?
a. General med	· ·
Yes	
No	
b. Dental insur	rance
Yes	
No	
c. Group life in	ISHTANCE
Yes	isur uncc
No	
d. Defined-ben	efit retirement plan
(A defined-bene	efit retirement plan is a plan in which benefits are invested in a group trust fund which
employees do n	ot control. Benefits are based on a formula that takes into account employee's length of
employment an	d earnings. Most state retirement plans are defined-benefit.)
Yes	
No	
D.C. I	
	tribution retirement plan
	cribution retirement plan is a plan where contributions are paid into an individually controlled
	unt. Funds available at retirement depend upon the nature of the investment and its returns.
-	defined-contribution.) 1) Does the employer pay any funds into this plan?
	Mark (X) only one box, then GO TO item 32f below.
-	Yes, but only as a match to employee contribution Yes, but no employee contribution required
-	No
No	110
f. Tuition reim	bursement
Yes	
No	

32. Continued – Does this district offer the following to any teachers?
g. Housing, housing subsidies, or rent assistance Yes No
h. Subsidized mealsYesNo
i. Subsidized transportation Yes No
33. Is training available to prepare staff members in this district, at no cost to them, to teach in fields with current or anticipated shortages? YesNo
34. Does this district currently use any pay incentives such as cash bonuses, salary increases, or different steps on the salary schedule to $-$
 a. Reward teachers who have attained National Board for Professional Teaching Standards certification? Yes No
b. Reward excellence in teaching? YesNo
c. Recruit or retain teachers to teach in a less desirable location? YesNo
d. Recruit or retain teachers to teach in fields of shortage? YesNo

IV STUDENT ASSIGNMENT

35. Does this district have a public school "choice" program in which students can choose to enroll in either their assigned school or another school WITHIN THE DISTRICT? Yes No
36. Does this district have a public school "choice" program in which students from this district, at no tuition cost to themselves or their families, can enroll in a school IN ANOTHER DISTRICT ? Yes No
37. Does this district have a school "choice" program in which students from this district can choose to enroll in a PRIVATE SCHOOL using state or district funds? Yes No
38a. Does this district have a public school "choice" program in which <u>STUDENTS FROM OTHER</u> <u>DISTRICTS</u> , at no tuition cost to themselves or their families, can enroll in a school within this district _ Yes _ No→GO TO item 39 below.
 b. How many students from outside this district are enrolled in schools in this district as a result of this program? If none, please mark (X) the box. None or, Students
39. In the past year, did this district adjust any school attendance boundaries? YesNo
40. Does this district have a magnet program? (A magnet program is a program in which some or all schools offer enhancements such as special curricular themes or methods of instruction intended to attract students from outside their normal attendance area.) _ Yes _ No
41. Is this district required to monitor the progress of homeschooled students? YesNo
42. THIS SCHOOL YEAR (2011-12), are there any homeschooled students in this district? Yes No
YOUR COMMENTS(Write In)

V GRADUATION REQUIREMENTS

43. Does this district grant high school diplomas?
Do not include vocational certificates, certificates of attendance, or certificates of completion.
Yes
No→GO TO Section VI on page 18.
44. For high school graduates of the class of 2012, how many years of instruction are required in each of
the following areas for a standard diploma?
Record the number to the nearest TENTH , e.g., 3.0, 2.5, etc.
If none, please mark (X) the box.
a. English or language arts
None orYears
b. Mathematics
None or Years
c. Computer science
None or Years
d. Social sciences, social studies (e.g., history, geography, economics)
None or Years
e. Science
None or Years
f. Foreign languages
None or Years
45. For high school graduates of the class of 2012, does this district have a community service
requirement for a standard diploma?
Yes
$_$ No $→$ GO TO item 47 below.
46. What is the minimum number of community service hours required of the high school graduates in
the class of 2012?
Hours
47. Are students in the graduating class of 2012 required to pass a state or district assessment to earn a
standard diploma from high school?
Yes
No
VOLID COMMENTE
YOUR COMMENTS (Write In)

VI MIGRANT EDUCATION

48. LAST SCHOOL YEAR (2010-11), were any migrant students enrolled in this district? (Migrant students are students who move from school to school because they are children of migrant agricultural workers, including migratory dairy workers and migratory fishers.) Yes
$\begin{array}{c} - \text{ Tes} \\ - \text{ No} \rightarrow GO \text{ TO item 51 below.} \end{array}$
49. What was the total cumulative enrollment of migrant students during the LAST SCHOOL YEAR (2010-11)?
Count each individual student only once, Migrant students
50. LAST SCHOOL YEAR (2010-11), did any migrant students in this district receive services funded by the Title I Part C Migrant Education Program (MEP)?
Yes No
51. During the 2011 SUMMER SESSION, were any migrant students enrolled in this district? Yes
$_$ No → GO TO Section VII on page 20.
52. During the 2011 SUMMER SESSION, what was the total cumulative enrollment of migrant students?
Count each individual student only once. The count for item 52 may include students who were also enrolled in this district during last school year (2010-11) and were counted in item 49.
53. During the 2011 SUMMER SESSION, did any migrant students in this district receive services funded by the Title I Part C Migrant Education Program (MEP)?
Yes No
YOUR COMMENTS (Write In)

VII DISTRICT PERFORMANCE

Progress (AYP)?
(Adequate Yearly Progress is the state's measure of yearly progress toward achieving state academic
standards.)
Yes→GO TO item 56 below.
No
55. At the end of the LAST SCHOOL YEAR (2010-11), was this DISTRICT identified for improvement
due to Adequate Yearly Progress (AYP) requirements?
(For most states, a district is identified for improvement if it fails to make Adequate Yearly Progress for two
consecutive years or more in the same content area.)
Yes
No
56. Please record the date this questionnaire was completed.
Report month as a number, that is, 01 for January, 02 for February, etc.
Month Day Year
201
NOUD COMMENIES
YOUR COMMENTS
(Write In)

Please place your completed questionnaire in the enclosed pre-addressed, postage-paid envelope and return it to the U.S. Census Bureau as soon as possible.

Thank you very much for your participation in this survey. If you have any questions, please contact us, toll-free, at: 1-800-221-1204 or by e-mail at: dsd.sass@census.gov.

To learn more about this survey and to access reports from earlier collections, see the Schools and Staffing Survey (SASS) website at: http://nces.ed.gov/surveys/sass

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' website at:

http://nces.ed.gov

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

http://www.fedstats.gov