

SCHOOL QUESTIONNAIRE

NATIONAL TEACHER AND PRINCIPAL SURVEY

2013-14 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). The results will only be produced as statistical summaries.

DEAR PRINCIPAL:

The National Teacher and Principal 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 schools, such as staffing patterns, student characteristics, and programs and services offered.

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/PCSPU, BUILDING 61G
1201 E. 10TH STREET
JEFFERSONVILLE, IN 47132-0001**

WE HOPE YOU WILL PARTICIPATE IN THIS VOLUNTARY SURVEY.

SINCERELY,

**JOHN Q. EASTON
ASSOCIATE COMMISSIONER FOR EDUCATION STATISTICS
NATIONAL CENTER FOR EDUCATION STATISTICS**

INSTRUCTIONS AND DEFINITIONS

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 **blue or black ballpoint pen**.

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

- Please do not write any comments by the answer boxes.
- If you are unsure about how to answer a question, please give the best answer you can rather than leaving it blank.
- If you have any questions, call the U.S. Census Bureau at 1-866-208-7437. Someone will be available to take your call Monday through Friday, between 8:00 a.m. and 8:00 p.m. (Eastern Time). The U.S. Census Bureau is also available to answer your questions via e-mail at: dsd.education.surveys@census.gov.

Grades K-12 and comparable ungraded levels. This survey focuses on schools offering any of grades K-12 or comparable 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.).

YOUR COMMENTS

Paperwork Burden Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this voluntary information collection is 1850-0803. The time required to complete this information collection is estimated to average 22 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, suggestions for improving this collection, or comments or concerns about the contents or the status of your individual submission of this questionnaire please e-mail: addp.education.surveys@census.gov, or write directly to: National Teacher and Principal Survey, National Center for Education Statistics, 1990 K Street, N.W., #9018, Washington, DC 20006.


1-3. For this school year (2013-14), what is the Average Daily Attendance (ADA) percentage at this school?

 Round to the nearest whole **PERCENT**.

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 Percent

1-4. What is the official start and end time for MOST students at this school?

 If the start and end times vary by day, record the start and end time for the longest day of the week.

 Do not include pre-k or transitional first grade programs.

Start time

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End time

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1-5. How many days are in the school YEAR for students in this school?

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 Days per school **YEAR**

1-6a. Does this school currently have any students enrolled in kindergarten?


 Please include regular kindergarten as well as transitional (or readiness) kindergarten and transitional first (or prefirst) grade students, if enrolled.

1 Yes
2 No →

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↓ **GO TO item 1-7 below.**

b. How long is the school day for a kindergarten, transitional kindergarten, or transitional first grade student?

 Mark (X) only one box.

- 1 Full day (4 hours or more per day)
2 Half day (less than 4 hours per day)
3 Both full-day and half-day programs are offered

c. How many days per week does a kindergarten, transitional kindergarten, or transitional first grade student attend?

 If the number of days per week varies (e.g., some students attend 3 days per week and some attend 5 days per week), record the most days that a student would attend in a week.

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 Days per week

1-7. Does this school have a library media center?


(A library media center is an organized collection of printed and/or audiovisual and/or computer resources which is administered as a unit, is located in a designated place or places, and makes resources and services available to students, teachers, and administrators. A library media center may be called a school library, media center, resource center, information center, instructional materials center, learning resource center, or any other similar name.)

- 1 Yes
2 No

1-8a. Does this school offer any courses that are taught entirely online?

- 1 Yes
2 No →
↓

b. Among all the courses you offer at this school, about how many of the courses are entirely online?

 Mark (X) only one box.

- 1 One or a few courses
2 Some courses but less than half
3 About half
4 A majority
5 All courses

c. Are any of the online course(s) offered at this school designed by staff at this school or district?

- 1 Yes
2 No

1-9. Does this school offer any courses that use live video of an instructor in another location?

- 1 Yes
2 No

1-10. Does this school offer any courses that use pre-recorded video of an instructor in another location?

- 1 Yes
2 No

1-11. Does this school offer any courses that use instructional software that adjusts the level of instruction to an individual student's performance?

- 1 Yes
2 No

1-12. 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. Before-school or after-school program providing instruction beyond the normal school day for students who need academic assistance

- 1 Yes
2 No

b. Before-school or after-school program providing instruction beyond the normal school day for students who seek academic advancement or enrichment

- 1 Yes
2 No

1-12. Continued –

c. Before-school or after-school day care programs

1 Yes

2 No

1-13. Does this school have instruction specifically designed to address the needs of students with limited-English proficiency, also known as English-language learners (ELLs)?

1 Yes

2 No

1-14. Does THIS school help students access the following services because the students are in economic need?

a. Medical, dental, or vision care BEYOND routine screenings and what is provided by a school nurse

1 Yes

2 No

b. Clothes

1 Yes

2 No

c. Meals after school or on weekends


1 Yes

2 No


YOUR COMMENTS

2 STAFFING


For all teacher counts in 2-1 and 2-2:

 **INCLUDE** these types of teachers:

- Regular classroom teachers
- Special area or resource teachers (e.g., special education, Title I, art, music, physical education)
- Long-term substitute teachers


 **INCLUDE** as part-time teachers:

- Itinerant teachers who teach part-time at this school
- Teachers who are shared with other schools
- Employees reported in other items of this section if they also have a part-time teaching assignment at this school

 **DO NOT INCLUDE:**

- Student teachers
- Short-term substitute teachers
- Teachers who teach ONLY prekindergarten or adult education

2-1. Around the first of October, how many TEACHERS held full-time or part-time positions or assignments in this school?

 If none, please mark (X) the box.

a. **Full-time**

None or Full-time teachers


b. **Part-time**


None or Part-time teachers

c. **TOTAL number of full- and part-time teachers**

Total teachers

2-2. Of the full-time and part-time TEACHERS in this school around the first of October, how many were –

 *If none, please mark (X) the box.*

 *Please only include each teacher in one category below so none are double-counted.*

a. **Hispanic or Latino, regardless of race?**

None or

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 Teachers

b. **White, not of Hispanic or Latino origin?**

None or

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 Teachers

c. **Black or African American, not of Hispanic or Latino origin?**

None or

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 Teachers

d. **Asian, not of Hispanic or Latino origin?**

None or

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 Teachers

e. **Native Hawaiian or other Pacific Islander, not of Hispanic or Latino origin?**

None or

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 Teachers

f. **American Indian or Alaska Native, not of Hispanic or Latino origin?**

None or

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 Teachers

g. **Two or more races, not of Hispanic or Latino origin?**

None or

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 Teachers


NOTE: *Sum of entries in items 2-2a-g should be equal to entry in item 2-1c.*


2-3. Around the first of October, how many STAFF held full-time or part-time positions or assignments in this school in each of the following categories?


Employees shared with other schools or the district office should be counted as part-time employees.

Employees who hold more than one position in this school should be counted as part-time staff for each position held.

FOR EXAMPLE: If your school's vice principal also serves as a data coach, you would count this person as 1 part-time vice principal (item b) and 1 part-time data coach (item k), even if this person works full-time across the two positions.

 If no FULL-TIME staff members exist, please mark (X) the "None" box under FULL-TIME.

 If no PART-TIME staff members exist, please mark (X) the "None" box under PART-TIME.

 If no full-time or part-time staff members exist, please mark (X) the "None" boxes under BOTH full-time AND part-time.

	FULL-TIME	PART-TIME
Principals	<input type="checkbox"/> None <input type="text"/>	<input type="checkbox"/> None <input type="text"/>
Vice principals and assistant principals	<input type="checkbox"/> None <input type="text"/>	<input type="checkbox"/> None <input type="text"/>
Instructional coordinators and supervisors, such as curriculum specialists	<input type="checkbox"/> None <input type="text"/>	<input type="checkbox"/> None <input type="text"/>
Librarians or library media specialists	<input type="checkbox"/> None <input type="text"/>	<input type="checkbox"/> None <input type="text"/>
School/guidance counselors, excluding psychologists and social workers	<input type="checkbox"/> None <input type="text"/>	<input type="checkbox"/> None <input type="text"/>
Student support services professional staff	<input type="checkbox"/> None <input type="text"/>	<input type="checkbox"/> None <input type="text"/>
(1) Nurses	<input type="checkbox"/> None <input type="text"/>	<input type="checkbox"/> None <input type="text"/>
(2) Social workers	<input type="checkbox"/> None <input type="text"/>	<input type="checkbox"/> None <input type="text"/>
(3) Psychologists	<input type="checkbox"/> None <input type="text"/>	<input type="checkbox"/> None <input type="text"/>
(4) Speech therapists or pathologists	<input type="checkbox"/> None <input type="text"/>	<input type="checkbox"/> None <input type="text"/>
(5) Other professional staff	<input type="checkbox"/> None <input type="text"/>	<input type="checkbox"/> None <input type="text"/>

Continued – Around the first of October, how many STAFF held full-time or part-time positions or assignments in this school in each of the following categories?

	FULL-TIME	PART-TIME
Aides	<input type="checkbox"/> None 	<input type="checkbox"/> None
(1) Regular Title I aides	<input type="checkbox"/> None 	<input type="checkbox"/> None
(2) English as a Second Language (ESL) or bilingual teacher aides	<input type="checkbox"/> None 	<input type="checkbox"/> None
(3) Special education instructional aides	<input type="checkbox"/> None 	<input type="checkbox"/> None
(4) Special education non-instructional aides	<input type="checkbox"/> None 	<input type="checkbox"/> None
(5) Library media center instructional aides	<input type="checkbox"/> None 	<input type="checkbox"/> None
(6) Library media center non- instructional aides	<input type="checkbox"/> None 	<input type="checkbox"/> None
(7) Other classroom instructional aides	<input type="checkbox"/> None 	<input type="checkbox"/> None
(8) Other non-instructional aides	<input type="checkbox"/> None 	<input type="checkbox"/> None
Secretaries and other clerical support staff	<input type="checkbox"/> None 	<input type="checkbox"/> None
Food service personnel	<input type="checkbox"/> None 	<input type="checkbox"/> None
Custodial and maintenance personnel	<input type="checkbox"/> None 	<input type="checkbox"/> None
Data coaches or data coordinators	<input type="checkbox"/> None 	<input type="checkbox"/> None
Technology specialists	<input type="checkbox"/> None 	<input type="checkbox"/> None
Security guards or security personnel (not law enforcement)	<input type="checkbox"/> None 	<input type="checkbox"/> None
School Resource Officers (include all career law enforcement officers with arrest authority, who have specialized training and are assigned to work in collaboration with school organizations)	<input type="checkbox"/> None 	<input type="checkbox"/> None
o. Sworn law enforcement officers who are not School Resource Officers	<input type="checkbox"/> None 	<input type="checkbox"/> None
Other employees not reported above	<input type="checkbox"/> None 	<input type="checkbox"/> None

2-4a. Do any of the teachers or staff have the following specialist assignments in this school?

(A specialist works with students.)

(1) Reading specialist

¹ Yes

² No

(2) Math specialist

¹ Yes

² No

(3) Science specialist

¹ Yes

² No

b. Do any of the teachers or staff have the following coaching assignments in this school?

(A coach works with teachers. Coaching includes observing lessons, providing feedback, and demonstrating teaching strategies.)

(1) Reading coach

¹ Yes

² No

(2) Math coach

¹ Yes

² No

(3) Science coach

¹ Yes


² No


(4) General instructional/Not subject specific coach


¹ Yes

² No


2-5a. For THIS school year (2013-14), were there teaching vacancies in this school, that is, teaching positions for which teachers were recruited and interviewed by this school's hiring authority?

 Please include teaching positions that were vacant for the 2013-14 school year and that may or may not have been filled before the start of the 2013-14 school year.

 Do not include vacancies for teachers who teach ONLY prekindergarten or adult education.

1 Yes
 2 No →


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

		 Mark (X) one box on each line.					
		This position is not offered in this school	No vacancy in this field this school year	Easy	Somewhat difficult	Very difficult	Could not fill the vacancy
(1)	General elementary	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
(2)	Special education	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
(3)	English or language arts	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
(4)	Social studies	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
(5)	Computer science	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
(6)	Mathematics	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
(7)	Biology or life sciences	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
(8)	Physical sciences (e.g., chemistry, physics, earth sciences)	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
(9)	English as a Second Language (ESL) or bilingual education	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
(10)	Foreign languages	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
(11)	Music or art	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
(12)	Career or technical education	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>

(13) Other

1

2

3


4


5


6

2-6a. Around the first of October, how many teachers were newly hired by this school?

(Newly hired teachers are teachers not employed in this school last school year as teachers.)

 Do not include newly hired teachers who teach ONLY prekindergarten or adult education.

 Record HEAD COUNTS, not FTEs (full-time equivalent).


 If none, please mark (X) the box.


None

→ **GO TO Section 3 on page 15.**

Teachers

b. Of those newly hired teachers, how many were in their first year of teaching?

 Record HEAD COUNTS, not FTEs (full-time equivalent).

 If none, please mark (X) the box.

None


or

Teachers

YOUR COMMENTS

3 COMMUNITY SERVICE REQUIREMENTS

3-1. Does this school grant high school diplomas?

 Do NOT include vocational certificates, certificates of attendance, or certificates of completion.

1 Yes

2 No → **GO TO SECTION 4 ON PAGE 16.**

3-2. For high school graduates of the class of 2014, does this school or district have a community service requirement for a standard diploma?

1 Yes

2 No → **GO TO SECTION 4 ON PAGE 16.**

3-3. What is the minimum number of community service hours required of the high school graduates in the class of 2014?

Hours

YOUR COMMENTS

4 CHARTER SCHOOL INFORMATION

4-1. Is this school a public CHARTER school?

(A charter school is a public school that, in accordance with an enabling state statute, has been granted a charter exempting it from selected state or local rules and regulations. A charter school may be a newly created school or it may previously have been a public or private school.)



1 Yes

2 No

GO TO Section 5 on page 17.

4-2. Which of the following best describes the origin of this public charter school?

- 1 A converted public school
- 2 A converted Bureau of Indian Education-funded school
- 3 A converted private school
- 4 A school originally established as a charter

4-3. Which of the following best describes the governance structure of this public charter school?

- 1 An independent or stand-alone charter school
- 2 Part of a non-profit charter management organization or network of schools that are managed by a central agency
- 3 Part of a for-profit charter management organization or network of schools that are managed by a central agency
- 4 Part of a traditional public school district
- 5 Other - Please describe ↙

YOUR COMMENTS

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 National Teacher and Principal Survey (NTPS) website at: <http://nces.ed.gov/surveys/ntps>

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>