

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

Your participation in this interview is very important because it will help us improve the questionnaire. We're scheduled to be here for about 60 minutes, and I won't keep you any longer. As a thank you for your help, we will give you [\$40/\$75] cash after the interview is completed.

Do you have any questions?

[Write down questions]

Section 2: Informed Consent

Before we start, I'm going to give you a written consent form. This document explains the purpose of the study, how we will protect your information, and who you can call if you have questions.

[Hand the Informed Consent document to the participant to read.]

In addition to the point I have just mentioned about confidentiality I would like to draw your attention to the fact that:

- Your participation is voluntary and you may stop the interview at any time
- You can refuse to answer any of the questions asked or take a break at any time
- Your responses in this study may be used only for research purposes and will not be disclosed, or used, in identifiable form for any other purpose, except as required by law. (20 U.S.C. § 9573)

[When completed:

1. *Ask participant if (s)he has any questions.*
2. *Ask participant if (s)he agrees to participate and agrees to be audio recorded.*
3. *If participant agrees, obtain the respondent's signature to proceed – on two (2) copies.*
4. *Make sure respondent takes one copy with them when the interview is over.*
5. *IF PARTICIPANT PROVIDES CONSENT TO HAVE THE SESSION AUDIO-TAPED:] I will now turn on the audio recorder.*

Section 3: Cognitive Interviewing

[SHOW RESPONDENT NTPS TEACHER QUESTIONNAIRE:] This is the National Teacher and Principal Survey Teacher Questionnaire. If this were the real survey, you would receive this questionnaire from a school coordinator or in your mailbox at your school. It would have your name and school address in the address label. I am going to ask you to fill out the first section of the survey just as you would if you had received the questionnaire at school. Then, when you get to the section that says STOP HERE, I will give you some additional instructions.

[HAND QUESTIONNAIRE TO RESPONDENT:] Please go ahead and start filling out the questionnaire. Please remember to STOP when you get to the section that instructs you to stop.

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

[After filling out core sections and stopping]

Now I am going to ask you to fill out sections of this survey just as you would if you had received the questionnaire at school but with two differences.

When you read and answer a question that is not clear to you or that you have trouble answering, I would like you to put an “X” to the left of the question. We will discuss these questions as well as others when you complete the questionnaire.

I will also occasionally stop the interview to ask you some additional questions about the questions you just answered.

I would also like you to think aloud as you answer the questions. While I am interested in your answers, I am even more interested in the process you go through when you answer the questions. So, as much as possible, I’d like you to think aloud for me; just sort of talk it out as you go through the questionnaire. From time to time, I may also ask you what you are thinking to remind you to do this.

I find it helps people to get the idea of thinking aloud while they are answering a question if they do a practice question first. Let’s begin with a practice question. Remember to think aloud as you answer.

How many windows are there in the house or apartment where you live?

_____ WINDOWS

[IF NEEDED: Try to visualize the place where you live, and think about how many windows there are in that place. As you count up the windows, tell me what you are seeing and thinking about.

PROBES:]

- How did you come up with that answer?
- Tell me more about that. Why did you say [ANSWER]?
- I noticed that you hesitated. Tell me what you were thinking.

As you complete the questionnaire, I will stop you in a couple of places to skip you to the next set of questions to answers. After you complete the questionnaire, I am going to ask you about some specific questions that you answered. If there is time, we will discuss any additional questions that you marked with an “X”.

Before we begin, do you have any questions about the process?

[Let respondent begin modules we are testing.

In addition to the scripted probes that are in the protocol here are some

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

examples of additional general probes you may use as needed:]

- What did you think the question was asking?
- Can you rephrase the question in your own words?
- How did you go about answering?
- What were you thinking of?
- How did you decide on your answer?
- What was the reason for that answer?
- How easy or difficult was it to answer the question?
- PROBE for examples.
- How did you feel about answering the questions?
- Could you explain what you understand by this term?
- Can you tell me more about that?
- You seemed to hesitate/take a moment before giving/entering your response. Can you tell me what you were thinking about?
- What do you mean by...?
- Is there any additional information that we should have provided to help you answer that question?
- Does this term/question sound okay to you, or would you prefer something different?

Section 4: Debriefing Procedures

- Ask for any last observations/comments/concerns.
- Stop the digital audio recorder.
- Thank the participant for coming in and for helping test the interview.
- Give the [\$40/\$75] incentive, have them sign the voucher, and escort them from the interview room.

TEACHER				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher Eval	1a New Question	To what extent do you agree or disagree with the following statements? The school should continue to use the current performance evaluation system.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	
Teacher Eval	1b New Question	I received feedback from my most recent evaluation.	-Yes -No	
Teacher Eval	1c New Question	[If yes to previous question]To what extent do you agree or disagree with the following statements? I have used the feedback I received so far to improve my teaching	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	[If agree] Could you tell me about a time you used feedback to improve your teaching? [If disagree] Could you tell me more about that?

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

TEACHER				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher Eval	1d New Question	The feedback I received this year included guidance or suggestions on how to make improvements to my instruction.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	[If agree] Could you give me an example of specific guidance or suggestions you received? [If disagree] Could you tell me more about that?
Teacher Eval	1e New Question	I receive feedback on the methods I use to attain performance goals.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	Can you tell me about your performance goals? How do you know what your performance goals are?
Teacher Eval	1f New Question	Our current evaluation system helps me to determine whether I have been successful with my students.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	The last few questions asked you about feedback you've received. Did you receive feedback? [If yes] From who? What kind of feedback were you thinking about when you answered these questions?
Teacher Eval	1g New Question	I have a clearer idea of what my school expects because of my evaluation.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	
Teacher Eval	2a New Question	To what extent do you agree or disagree with the following statements? Overall, the evaluation process was fair.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	What were you thinking about when you answered this question?
Teacher Eval	2b New Question	The evaluation results I received last year were fair.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	
Teacher Eval	2c New Question	I agree with my final evaluation results.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	In the previous item I asked if the evaluation results you received were fair, do you think these two questions are asking the same thing?

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

TEACHER				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher Eval	2d New Question	The evaluation rubric is a fair representation of good teaching.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	What does an evaluation rubric mean to you in this question?
Teacher Eval	2e New Question	The evaluation ratings teachers get depend more on their evaluator than on their professional practice.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	
Teacher Eval	2f New Question	My evaluation results will influence my future professional development activities.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	Would you tell me more about how your evaluation results will or will not influence your PD?
Teacher Eval	2g New Question	The rating given during the last formal evaluation of my teaching was accurate.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	
Teacher Eval	2h New Question	Our current evaluation system is based on what is known about good teaching practice.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	What does “good teaching practice” mean to you in this question?
Teacher Eval	2i New Question	I do not see the link between student performance and our current evaluation system.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	[If strongly/somewhat agree] Tell me more about that.
Teacher Eval	2j New Question	Our evaluation system has a positive effect on teaching.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	Tell me more about that.

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

TEACHER				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher Eval	2k New Question	Overall, the evaluation system will lead to improved student learning.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	In your own words, what is this question asking?
Teacher Eval	2l New Question	Overall, the evaluation system will lead to better instruction.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	[If strongly/somewhat agree] How do you think it will lead to better instruction? [If strongly/somewhat disagree] Tell me more about that.
Teacher Eval	2m New Question	The evaluation process took more effort than the results were worth.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	[If strongly/somewhat agree, and not asked in 1e] Tell me more about that.
Teacher Eval	2n New Question	The evaluation process took more effort than the results were worth.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	[If strongly/somewhat agree, and not asked in 1e] Tell me more about that.
Teacher Eval	3 New Question	How would you rate your understanding of the evaluation process?	-Weak -Moderate -Strong -Very Strong	How did you come up with your answer?
Teacher Eval	4a New Question	To what extent do the following statements describe the person who conducted your most recent evaluation? My evaluator: Is able to accurately assess my instruction	-Not At All -A Little -Some -To a Great Extent	
Teacher Eval	4b New Question	Knows my strengths and weaknesses as a teacher.	-Not At All -A Little -Some -To a Great Extent	

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

TEACHER				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher Eval	4c New Question	Is fair and unbiased.	-Not At All -A Little -Some -To a Great Extent	Tell me more about your evaluation. Who conducted your evaluation?
Teacher Eval	5 New Question	How often do professional learning experiences in your school connect with teacher performance standards?	-Always -Frequently -Sometimes -Seldom -Never -Don't Know	Tell me more about that.
Teacher PD	1a New Question	During the last school year (<i>dates</i>), how frequently did you engage in each of the following professional development activities? Planned lessons or courses with other teachers	- Never - Once or a few times a year - Once or twice a month - One or more times a week	[If selects option other than never] Tell me more about that. What does professional development mean to you? Is this a term you use?
Teacher PD	1b New Question	Consulted with other teachers about individual students	- Never - Once or a few times a year - Once or twice a month - One or more times a week	
Teacher PD	1c New Question	Exchanged feedback with other teachers based on classroom observations	- Never - Once or a few times a year - Once or twice a month - One or more times a week	[If selects option other than never] Tell me more about that.
Teacher PD	1d New Question	Acted as a coach or mentor to other teachers or staff or received coaching or mentoring from other teachers or staff	- Never - Once or a few times a year - Once or twice a month - One or more times a week	What do coaching and mentoring mean to you in this question?
Teacher PD	1e New Question	Participated in a district or school committee focused on curriculum, instruction, or student assessment	- Never - Once or a few times a year - Once or twice a month - One or more times a week	

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

TEACHER				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher PD	1f New Question	Participated in on-line or web-based professional development	<ul style="list-style-type: none"> - Never - Once or a few times a year - Once or twice a month - One or more times a week 	[If selects option other than never] Tell me more about that.
Teacher PD	1g New Question	Participated in workshops lasting one day or more	<ul style="list-style-type: none"> - Never - Once or a few times a year - Once or twice a month - One or more times a week 	What kinds of workshops were you thinking about when answering this question? Have you had any workshops that lasted less than a day?
Teacher PD	2a New Question	To what extent do you agree or disagree with the following statements? Participation in professional development is a part of my evaluation rubric.	<ul style="list-style-type: none"> - Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree 	In your own words, what is this question asking?
Teacher PD	2b New Question	In my school, teachers have an opportunity to evaluate each professional development experience to determine its value and impact.	<ul style="list-style-type: none"> - Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree 	[If agree] Tell me more about that.
Teacher PD	2c New Question	In my school, teachers use what is learned from professional development to adjust and inform teaching practices.	<ul style="list-style-type: none"> - Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree 	
Teacher PD	2d New Question	During the last school year (dates), how often were the professional development activities in which you participated: Consistent with your own goals for your professional development	<ul style="list-style-type: none"> - Always - Sometimes - Rarely - Never 	
Teacher PD	2e New Question	Relevant to the content you are teaching this year?	<ul style="list-style-type: none"> - Always - Sometimes - Rarely - Never 	

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

TEACHER				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher PD	3a New Question	<p>To what extent do you agree or disagree with the following statements?</p> <p>I feel capable of incorporating the kinds of techniques I am learning about in my professional development</p>	<ul style="list-style-type: none"> - Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree 	What were you thinking about when you answered this question?
Teacher PD	3b New Question	<p>The techniques I am learning about in my professional development will definitely help improve student achievement</p>	<ul style="list-style-type: none"> - Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree 	
Teacher PD	3c New Question	<p>My school’s leaders provide teachers with equitable resources to support our individual and collaborative goals for professional development.</p>	<ul style="list-style-type: none"> - Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree 	
Teacher PD	3d New Question	<p>In my school, time is available for teachers during the school day for professional development.</p>	<ul style="list-style-type: none"> - Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree 	What did you consider as the “school day” when answering this question?
Teacher PD	3e New Question	<p>Professional development is available to me at various times, such as job embedded experiences, before or after-school hours, and summer experiences.</p>	<ul style="list-style-type: none"> - Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree 	Tell me more about the time you have available for professional development. What does “job-embedded experiences” mean to you?
Teacher PD	4a New Question	<p>Please rate how strongly you agree or disagree with the following statements about professional development in your school.</p> <p>Sufficient resources are available for professional development in my school.</p>	<ul style="list-style-type: none"> - Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree 	What kind of resources were you thinking about when you answered this question?

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

TEACHER				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher PD	4b New Question	An appropriate amount of time is provided for professional development.	- Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree	[If disagree] Tell me more about that. If needed: Is there too much time or not enough time?
Teacher PD	4c New Question	Professional development opportunities are aligned with the school's improvement plan.	- Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree	Does your school have a "school improvement plan"? If so, have you seen it?
Teacher PD	4d New Question	In this school, follow up and feedback are provided after professional development.	- Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree	What do "follow up" and "feedback" mean to you in this question?
Teacher PD	4e New Question	Professional development is evaluated and results are communicated to teachers.	- Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree	Tell me more about that.
Teacher PD	17 <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	Does this school provide TEACHERS with time for professional development during regular contract hours?	- Yes, for individual professional development only - Yes, for team-based professional development only - Yes, for both individual and team-based professional development - No	What are you including in "regular contract hours"?

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

TEACHER				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher PD	43e <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	In the past 12 months, did you participate in any of the following professional development activities? Mentoring, coaching, or peer observations by other teachers at this school	- Yes - No	What does “peer observation” mean to you in this question?
Teacher PD	44a <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	In the past 12 months, have you participated in any professional development activities that directly relate to your teaching assignment?	- Yes - No	[If yes] Tell me more about that. Can you give me an example of PD that would directly relate to your teaching assignment?
Teacher PD	44a-1 2011-2012 SASS Teacher Questionnaire After each item 44a* – 49f*	In the past 12 months, how many hours did you spend on these activities?	- 8 hours or less - 9-16 hours -17-32 hours -33 hours or more	How did you come up with your answer?
Teacher PD	44a-2 <i>Modified</i> 2011-2012 SASS Teacher Questionnaire After each item 44a* – 49f*	Overall, how relevant were these activities to your teaching assignment?	- Very relevant - Somewhat relevant - A little relevant - Not relevant at all	Tell me more about that.
Teacher PD	44a-3 <i>Modified</i> 2011-2012 SASS Teacher Questionnaire After each item 44a – 49f	Were you given any activities or opportunities as part of this professional development to incorporate the lessons learned into your teaching?	- Yes - No	Note for testing: Test three follow up questions for each item 44a* – 49f* vs. three follow up questions at the end on the same topics that ask about all professional development activities generally.
Teacher PD	44b <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	In the past 12 months, have you participated in any professional development activities that focused on reading, language arts, or English?	- Yes - No	
Teacher PD	44c <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	In the past 12 months, have you participated in any professional development activities that focused on mathematics?	- Yes - No	

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

TEACHER				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher PD	44d <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	In the past 12 months, have you participated in any professional development activities that focused on other academic subjects (e.g., science, social studies, foreign language, etc.)?	- Yes - No	
Teacher PD	44e <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	In the past 12 months, have you participated in any professional development activities that focused on how to incorporate STEM teaching in the classroom?	- Yes - No	[If yes] Tell me more about that.
Teacher PD	45a <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	In the past 12 months, have you participated in any professional development activities that focused on using technology to support instruction?	- Yes - No	[If yes] What does “technology” mean to you in this question?
Teacher PD	47a-1 <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	In the past 12 months, have you participated in any professional development that focused on classroom and behavior management?	- Yes - No	
Teacher PD	48a <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	In the past 12 months, have you participated in any professional development on how to teach students with disabilities?	- Yes - No	
Teacher PD	49a <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	In the past 12 months, have you participated in any professional development on instructional strategies for limited English proficient (LEP) students?	- Yes - No	
Teacher PD	49b <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	In the past 12 months, have you participated in any professional development on instructional strategies for students with individualized education programs (IEPs)?	- Yes - No	
Teacher PD	49c <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	In the past 12 months, have you participated in any professional development on preparing students to take the annual assessment?	- Yes - No	
Teacher PD	49d <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	In the past 12 months, have you participated in any professional development on analyzing and interpreting student achievement data?	- Yes - No	

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

TEACHER				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher PD	49e <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	In the past 12 months, have you participated in any professional development on differentiated instruction?	- Yes - No	What does “differentiated instruction” mean to you in this question?
Teacher PD	49f <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	In the past 12 months, have you participated in any professional development on student motivation and engagement?	- Yes - No	Thinking of all the questions with these answer choices [point to series], how easy or difficult was it for you to answer these questions? What if I asked the questions this way instead: <ol style="list-style-type: none"> 1. Did you participate in activities on this topic? Yes/No 2. If yes: Did you learn from activities on this topic? Yes/No 3. If yes: Did you change your teaching as a result of activities on this topic? Yes/No Would it be easier or more difficult to answer questions about different activities this way?
Teacher PD	51 2011-2012 SASS Teacher Questionnaire	As a result of completing these professional development activities, did you receive credits toward re-certification or advanced certification in your main teaching assignment or other teaching fields?	-Yes -No	
Teacher PD	52a 2011-2012 SASS Teacher Questionnaire	For the professional development in which you participated in the past 12 months, did you receive the following types of support? Release time from teaching (i.e. your regular teaching responsibilities were temporarily assigned to someone else)	-Yes -No	
Teacher PD	52b 2011-2012 SASS Teacher Questionnaire	Scheduled time in the contract year for professional development?	-Yes -No	
Teacher PD	52c 2011-2012 SASS Teacher Questionnaire	Stipend for professional development activities that took place outside regular work hours?	-Yes -No	

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

TEACHER				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher PD	52d 2011-2012 SASS Teacher Questionnaire	Full or partial reimbursement of college tuition?	-Yes -No	
Teacher PD	52e 2011-2012 SASS Teacher Questionnaire	Reimbursement for conference or workshop fees?	-Yes -No	
Teacher PD	52f 2011-2012 SASS Teacher Questionnaire	Reimbursement for travel and/or daily expenses?	-Yes -No	
Teacher PD	53a 2011-2012 SASS Teacher Questionnaire	In the past 12 months, did you do any of the following? Engage in individual or collaborative research on a topic of interest to you professionally?	-Yes -No	
Teacher PD	53b 2011-2012 SASS Teacher Questionnaire	Participate in regularly scheduled collaboration with other teachers on issues of instruction? *Exclude administrative meetings	-Yes -No	
Teacher PD	53c 2011-2012 SASS Teacher Questionnaire	Observe, or be observed by, other teachers in your classroom (for at least 10 minutes)?	-Yes -No	
Teacher PD	5a New Question	To what extent do you agree or disagree with the following statements about your work at THIS SCHOOL? I have the necessary tools and resources to carry out my work at this school (v2: to meet my performance standards).	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	What if I had asked the question this way “I have the necessary tools and resources to meet my performance standards” How would you have answered? Which question do you think is easier to understand?
Teacher PD	5b New Question	During this school year, I received positive feedback and recognition for my work.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	What does “positive feedback and recognition” mean to you in this question?

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

TEACHER				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher PD	5c New Question	My colleagues DO NOT support or encourage me.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	
Teacher PD	5d New Question	The school helps me see that my job as a teacher is an important one.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	
Teacher PD	5e New Question	I DO NOT feel fulfilled in my role as a teacher of this school.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	
Teacher PD	5f New Question	There is someone at this school who I can confide in and look to for advice about my work.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	How did you come up with your answer?
Teacher PD	5g New Question	The principal cares about my opinions and is receptive to my ideas for improvement.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	What were you thinking about when you answered this question?
Teacher PD	5h New Question	I work among colleagues who are highly committed to the mission of the school.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	
Teacher PD	5i New Question	I DO NOT feel connected to the teachers, staff, or students.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

TEACHER				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher PD	5j New Question	My job is rewarding and meaningful.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	

PRINCIPAL				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher Eval	43a1 <i>Modified</i> 2011-2012 SASS Principal Questionnaire	For a TENURED or EXPERIENCED teacher, how many minutes of classroom observation were conducted in the 3 months prior to completing an evaluation?		Tell me what “experienced teacher” means to you.
Teacher Eval	43a2 <i>Modified</i> 2011-2012 SASS Principal Questionnaire	For a TENURED or EXPERIENCED teacher, how long is the typical observation?		
Teacher Eval	43b1 <i>Modified</i> 2011-2012 SASS Principal Questionnaire	For an UN-TENURED or INEXPERIENCED teacher, how many minutes of classroom observation were conducted in the 3 months prior to completing an evaluation?		
Teacher Eval	43b2 <i>Modified</i> 2011-2012 SASS Principal Questionnaire	For an UN-TENURED or INEXPERIENCED teacher, how long is the typical observation?		Tell me how you differentiate between a “tenured or experienced” teacher and an “un-tenured or inexperienced” teacher.

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

PRINCIPAL				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher Eval	45a <i>Modified</i> 2011-2012 SASS Principal Questionnaire	<p>For TENURED or EXPERIENCED K-12 teachers, how often are teachers rated in FORMAL written evaluations?</p> <p><i>If tenured or experienced K-12 teachers in your school do not receive formal evaluations, select “No formal evaluations are conducted.”</i></p> <p><i>Mark (X) only one box.</i></p>	<ul style="list-style-type: none"> -Two or more times per year -Once a year -Once every 2 years -Once every 3 years -Once every 4 years -Once every 5 or more years -No formal evaluations are conducted 	
Teacher Eval	45b <i>Modified</i> 2011-2012 SASS Principal Questionnaire	<p>For UN-TENURED or INEXPERIENCED K-12 TEACHERS, how often are teachers rated in FORMAL written evaluations?</p> <p><i>If un-tenured or inexperienced K-12 teachers in your school do not receive formal evaluations, select “No formal evaluations are conducted.”</i></p> <p><i>Mark (X) only one box.</i></p>	<ul style="list-style-type: none"> -Once a month -Once a quarter -Two- three times per year -Once a year -Once every 2 years -Once every 3 years -No formal evaluations are conducted 	How many times a year are untenured or inexperienced teachers rated? Are the breakdowns enough or do we need additional categories?
Teacher Eval	5-3a <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	<p>To what extent will the performance evaluation results for teacher for this school year (dates) be used to inform any of the following decisions about teacher professional development?</p> <p>Give teachers feedback on their instruction</p>	<ul style="list-style-type: none"> -A lot -Somewhat -Not at all 	
Teacher Eval	5-3b <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	<p>Plan professional development for individual teachers</p>	<ul style="list-style-type: none"> -A lot -Somewhat -Not at all 	Tell me more about that.

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

PRINCIPAL				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher Eval	5-3c <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	Develop performance improvement plans for low-performing teachers	-A lot -Somewhat -Not at all	Tell me more about that
Teacher Eval	5-3d <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	Set goals with teachers for student achievement growth for the next school year	-A lot -Somewhat -Not at all	
Teacher Eval	5-3e <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	Identify low-performing teachers for coaching, mentoring, or peer assistance	-A lot -Somewhat -Not at all	
Teacher Eval	5-1 <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	<p>During this school year (<i>dates</i>), is student achievement growth on standardized assessments used in the performance evaluation of teachers in this school, whether it be within a classroom, teamwide, gradewide, or schoolwide?</p> <p><i>Student achievement growth is the change in individual student achievement between two or more points in time.</i></p> <p><i>Standardized assessments are assessments consistently administered and scored for all students in the same grades and subjects, districtwide.</i></p> <p>Student achievement growth on standardized assessments is used in the evaluation of:</p>	<p>-ALL teachers in this school, including all grades, all subjects (including art, music, and physical education), special education, and special populations such as English learners and students with disabilities.</p> <p>-MOST teachers in this school.</p> <p>-SOME teachers in this school.</p> <p>-A FEW teachers in this school.</p> <p>-NO teachers in this school</p>	<p>Tell me more about that.</p> <p>[If most, some or few] Did you have trouble deciding on answer for this question? Tell me more.</p> <p>[If not “ALL”] Which teachers are evaluated based on student achievement on standardized assessment?</p>

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

PRINCIPAL				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher Eval	6 <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	<p>On which of the following are teachers evaluated?</p> <p><i>Check all that apply.</i></p> <p>The achievement growth of:</p>	<p>-The students they teach directly</p> <p>-All students GRADEWIDE</p> <p>-All students TEAMWIDE</p> <p>-All students SCHOOLWIDE</p> <p>-Not evaluated on the achievement growth of any students</p>	Tell me more about that.
Teacher Eval	5-2a <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	<p>During this school year (<i>dates</i>), which of the following sources of information on teacher performance does your school use in teacher evaluations?</p> <p>Classroom observations using a teacher professional practice rubric, conducted by the principal or other school administrator</p>	<p>-Yes</p> <p>-No</p>	
Teacher Eval	5-2b <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	<p>Classroom observations using a teacher professional practice rubric, conducted by someone other than a school administrator (such as a peer or mentor teacher, instructional coach, central office staff member, or an observer from outside the school or district)</p>	<p>-Yes</p> <p>-No</p>	<p>[If yes] Who were you thinking about when you answered yes to this question?</p> <p>Do you use a “teacher professional practice rubric” in evaluations? [If yes] Tell me about the rubric.</p>
Teacher Eval	5-2c <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	<p>Videotaped classroom observation</p>	<p>-Yes</p> <p>-No</p>	<p>[If yes] Were you thinking about videotaped observations when answering 5-2a and 5-2b?</p>
Teacher Eval	5-2d <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	<p>Teacher self-assessment</p>	<p>-Yes</p> <p>-No</p>	<p>[If yes] Tell me more about that.</p>

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

PRINCIPAL				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher Eval	5-2e <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	Artifacts of teacher professional practice or portfolios	-Yes -No	
Teacher Eval	5-2f <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	Assessments by a peer or mentor teacher that are not based on a teacher professional practice instrument	-Yes -No	[If yes] Tell me more about that. [Of all] Would you rephrase this question in your own words for me? [If needed] What does a professional practice instrument mean to you in this question?
Teacher Eval	5-2g <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	Student surveys or other student feedback	-Yes -No	
Teacher Eval	5-2h <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	Parent surveys or other parent feedback	-Yes -No	
Teacher Eval	5-2i <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	Teacher professional credentials including experience and education	-Yes -No	
Teacher Eval	5-4a <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	Will the teacher performance evaluation results from this school year (<i>dates</i>) be used to inform any of the following decisions about teacher career advancement? Recognizing high performing teachers	-Yes -No	
Teacher Eval	5-4b <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	Determining annual salary increases	-Yes -No	

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

PRINCIPAL				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher Eval	5-4c NTPS Principal Questionnaire	Determining bonuses or performance-based compensation other than salary increases	-Yes -No -This school does not make decisions about bonuses or performance-based compensation	
Teacher Eval	5-4d <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	Granting tenure or similar job protection	-Yes -No -Teachers in this school are not eligible for tenure	
Teacher Eval	5-4e <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	Career advancement opportunities, such as teacher leadership roles	-Yes -No	
Teacher Eval	5-4f <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	Determining teaching assignments	-Yes -No	
Teacher Eval	5-5a <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	Will the performance evaluation results for teachers for this school year (<i>dates</i>) be used to inform any of the following decisions about low-performing teachers? Loss of tenure or similar job protection	-Yes -No	
Teacher Eval	5-5b <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	Prioritizing teachers for layoffs	-Yes -No	
Teacher Eval	5-5c <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	Determining teacher reassignment	-Yes -No	

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

PRINCIPAL				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher Eval	5-5d <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	Career advancement opportunities, such as teacher leadership roles	-Yes -No	
Teacher Eval	5-5e <i>Modified</i> 2015-2016 NTPS Principal Questionnaire	Dismissing or terminating employment for cause	-Yes -No	How many teachers have been dismissed for cause during the last 3 years at this school?
Teacher PD	4a New Question	In (<i>dates</i>), which of the following characterize your plans for evaluating, supporting, and rewarding the performance of teachers in your school? Include a measure of student achievement growth in the performance evaluation of teachers	- Yes - No	[If yes] Can you tell me more about that measure?
Teacher PD	4b New Question	Include multiple observations in the performance evaluation of teacher	- Yes - No	What were you thinking about when you were answering this question?
Teacher PD	4c New Question	Provide targeted professional development to improve performance identified by the performance evaluation	- Yes - No	What does “targeted” mean to you in this question?
Teacher PD	9a New Question	Please rate how strongly you agree or disagree with the following statements about professional development in your school. Sufficient resources are available for professional development in my school.	- Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree	What kind of resources were you thinking about when you answered this question?
Teacher PD	1a New Question	An appropriate amount of time is provided for professional development.	- Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree	[If disagree] Tell me more about that. If needed: Is there too much time or not enough time?
Teacher PD	1b New Question	Professional development offerings are evidence-based.	- Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree	In your own words, what is this question asking?

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

PRINCIPAL				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher PD	1c New Question	Professional development opportunities are aligned with the school's improvement plan.	- Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree	Does your school have an improvement plan? [If yes] Do your staff see the school improvement plan?
Teacher PD	1d New Question	In this school, follow up and feedback are provided from professional development.	- Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree	What do "follow up" and "feedback" mean to you in this question?
Teacher PD	1e New Question	Professional development is evaluated and results are communicated to teachers.	- Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree	Tell me more about that.
Teacher PD	1f New Question	Professional development provides ongoing opportunities for teachers to work with colleagues to refine the implementation of instructional strategies.	- Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree	In your own words, what is this question asking?
Teacher PD	1g New Question	Professional development enhances teachers' abilities to improve student learning.	- Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree	Tell me more about that.
Teacher PD	1h New Question	My teachers receive the same amount of support for professional development as I do.	- Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree	[If disagree] Tell me more about that.
Teacher PD	2a New Question	In my school, teachers' backgrounds, evaluation results, and learning needs are considered when professional development is planned and designed.	- Always - Frequently - Sometimes - Seldom - Never - Don't Know	
Teacher PD	2b New Question	Teachers' input is taken into consideration when planning professional development.	- Always - Frequently - Sometimes - Seldom - Never - Don't Know	Tell me more about that.
Teacher PD	2c New Question	Professional development experiences planned at my school are based on research about effective school change.	- Always - Frequently - Sometimes - Seldom - Never - Don't Know	What were you thinking about when you answered this question?

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

PRINCIPAL				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Teacher PD	17 <i>Modified</i> 2011-2012 SASS Principal Questionnaire	Does this school provide TEACHERS with time for professional development during regular contract hours?	<ul style="list-style-type: none"> - Yes, for individual professional development only - Yes, for team-based professional development only - Yes, for both individual and team-based professional development - No 	What does “regular contract hours” mean to you in this question?
Teacher PD	19d <i>Modified</i> 2011-2012 SASS Principal Questionnaire	When you decide what goes into school-sponsored professional development, how often is professional development for teachers at this school – Evaluated for evidence of improvement in SCHOOL-wide student achievement?	<ul style="list-style-type: none"> - Never - Rarely - Sometimes - Frequently - Always 	Tell me more about that. What does “school-sponsored professional” mean to you in this question?
Teacher PD	19e New Question	Evaluated for evidence of improvement in DISTRICT-wide student achievement?	<ul style="list-style-type: none"> - Never - Rarely - Sometimes - Frequently - Always 	Tell me more about that.
Teacher PD	19f <i>Modified</i> 2011-2012 SASS Principal Questionnaire	Led by teachers in this SCHOOL OR DISTRICT	<ul style="list-style-type: none"> - Never - Rarely - Sometimes - Frequently - Always 	
Teacher PD	20	Does this school provide INSTRUCTIONAL AIDES with time for professional development during regular contract hours? (Instructional aides assist teachers in the classroom and are sometimes called paraprofessionals)	<ul style="list-style-type: none"> - Yes - No - No instructional aides in this school 	
Principal PD	3a <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	In the past 12 months, did you participate in any of the following professional development activities? Analyzing and interpreting student achievement data	<ul style="list-style-type: none"> - Yes - No 	Can you give me an example of this?

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

PRINCIPAL				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Principal PD	3b <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	Human resource management	- Yes - No	
Principal PD	3b <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	Student motivation and engagement	- Yes - No	
Principal PD	3c <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	Using technology to support instruction	- Yes - No	
Principal PD	3d <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	School governance	- Yes - No	
Principal PD	3e <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	School improvement planning	- Yes - No	
Principal PD	3f <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	Social services for students	- Yes - No	
Principal PD	3g <i>Modified</i> 2011-2012 SASS Teacher Questionnaire	Safety or school climate	- Yes - No	
Principal PD	4a New Question	To what extent do you agree or disagree with the following statement? Student learning outcomes are used to determine my school's professional development plan.	- Strongly Agree - Somewhat Agree - Somewhat Disagree - Strongly Disagree	In your own words, what is this question asking?

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

PRINCIPAL				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Principal PD	4b New Question	Designed to support state or district standards and/or assessments	- Always - Sometimes - Rarely - Never	
Principal PD	4c New Question	Designed as part of a school improvement plan to meet state, district, or school goals	- Always - Sometimes - Rarely - Never	What were you thinking about when you answered this question?
Principle PD	13 2011-2012 SASS Principal Questionnaire	In the past 12 months, have you participated in any professional development activities related to your role as a principal?	-Yes -No	
Principle PD	14a 2011-2012 SASS Principal Questionnaire	In the past 12 months, have YOU participated in the following kinds of professional development? University course(s) related to your role as principal?	-Yes -No	
Principle PD	14b 2011-2012 SASS Principal Questionnaire	Visits to other schools designed to improve your own work as principal?	-Yes -No	
Principle PD	14c 2011-2012 SASS Principal Questionnaire	Individual or collaborative research on a topic of interest to you professionally?	-Yes -No	Can you think of an example?
Principle PD	14d 2011-2012 SASS Principal Questionnaire	Mentoring and/or peer observation and coaching of principals, as part of formal arrangement that is recognized or supported by the school district?	-Yes -No	What were you thinking about when you answered this question?
Principle PD	14e 2011-2012 SASS Principal Questionnaire	Participating in a principal network (e.g. a group of principals organized by an outside agency or through the internet)?	-Yes -No	[If no] Are you familiar with this concept?
Principle PD	14f 2011-2012 SASS Principal Questionnaire	Workshops, conferences, or training in which you were a presenter?	-Yes -No	
Principle PD	14g 2011-2012 SASS Principal Questionnaire	Other workshops or conferences in which you were not a presenter?	-Yes -No	

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

PRINCIPAL				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Principle PD	5a New Question	To what extent do you agree or disagree with the following statements about your work at THIS SCHOOL? I have the necessary tools and resources to carry out my work (v2: to meet my performance standards).	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	
Principle PD	5b New Question	During this school year, I received positive feedback and recognition for my work.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	What does “positive feedback and recognition” mean to you in this question?
Principle PD	5c New Question	My colleagues DO NOT support and encourage me.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	
Principle PD	5d New Question	The school helps me see that my job as a principal is an important one.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	
Principle PD	5e New Question	I DO NOT feel fulfilled in my role as a principal of this school.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	
Principle PD	5f New Question	There is someone at this school who I can confide in and look to for advice about my work.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	How did you come up with your answer?
Principle PD	5g New Question	My supervisor values my opinions and ideas for improvement.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	What were you thinking about when you answered this question?
Principle PD	5h New Question	I work among colleagues who are highly committed to the mission of the school.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	
Principle PD	5i New Question	I DO NOT feel connected to the teachers, staff, and students.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	
Principle PD	5j New Question	My job is rewarding and meaningful.	-Strongly Agree -Somewhat Agree -Somewhat Disagree -Strongly Disagree	

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

SCHOOL				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Classroom organization	17a <i>Modified</i> 2011-2012 SASS School Questionnaire	Does this school offer the following programs? Programs with special instructional approaches (e.g., mixed ability grouping, self-paced instruction, open education, ungraded classrooms, etc.)	-Yes -No	What does “mixed ability grouping” mean to you? What about “open education”? Are there other special instructional approaches that you thought of that are not in this list?
Classroom organization	17c <i>Modified</i> 2011-2012 SASS School Questionnaire	A dual language or foreign language immersion program (A program in which the goal of instruction is that students are proficient in two languages) ✧ Do not include English as a Second Language (ESL) programs or classes.	-Yes -No	[If yes] Tell me more about this program. What languages are offered in the program? [If no] What does a “dual language or foreign language immersion program” mean to you?
Classroom organization	17f <i>Modified</i> 2011-2012 SASS School Questionnaire	Distance learning course(s) (Taught primarily via Internet, e-mail, satellite, or television)	-Yes -No	[If yes] Tell me more about this program. [If no] Can you give me an example of a distance learning course?
Classroom organization	18a <i>Modified</i> 2011-2012 SASS School Questionnaire	Are the following before-school or after-school programs or services currently available, for students in any of grades K-12 or comparable ungraded levels, regardless of funding source? A program providing instruction beyond the normal school day for students who NEED academic ASSISTANCE	-Yes -No	What does “regardless of funding source” mean to you in this question?
Classroom organization	18b <i>Modified</i> 2011-2012 SASS School Questionnaire	A program providing instruction beyond the normal school day for students who SEEK academic ADVANCEMENT OR ENRICHMENT	-Yes -No	In your own words, what is this question asking?
Classroom organization	18c <i>Modified</i> 2011-2012 SASS School Questionnaire	Extended-day care	-Yes -No	

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

SCHOOL				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Classroom organization	18d New Question	School-related activities and clubs (e.g., yearbook club, school dance committee)	-Yes -No	[If yes] Can you tell me more about the activities and clubs offered at your school? [If no] What, if any, kinds of clubs and activities does your school offer?
Classroom organization	21a <i>Modified</i> 2011-2012 SASS School Questionnaire	During THIS school year (dates), does this school use the following methods to organize classes or students? Traditional grades or academic discipline-based departments	-Yes -No	[If no] Tell me more about that.
Classroom organization	21b <i>Modified</i> 2011-2012 SASS School Questionnaire	Tracking (Students are assigned based on their ability)	-Yes -No	[If yes] Tell me more about how your school uses tracking.
Classroom organization	21c <i>Modified</i> 2011-2012 SASS School Questionnaire	Grades subdivided into small groups such as “houses” or “families”	-Yes -No	[If yes] Tell me more about that.
Classroom organization	21d <i>Modified</i> 2011-2012 SASS School Questionnaire	Student groups that stay in classes together for two or more years with the SAME teacher (e.g., looping)	-Yes -No	[If yes] Tell me more about that. [If no] Can you think of an example of when this might happen?
Classroom organization	21e <i>Modified</i> 2011-2012 SASS School Questionnaire	Student groups that stay in classes together for two or more years with DIFFERENT teachers	-Yes -No	[If yes] Tell me more about that.
Classroom organization	21f <i>Modified</i> 2011-2012 SASS School Questionnaire	Multi-age grouping or composite classes (Most students normally in different grades placed together)	-Yes -No	[If yes] Tell me more about that. [If no] Can you think of an example of when this might happen?
Classroom organization	21g New Question	Block scheduling (Extended class periods scheduled to create blocks of instruction time)	-Yes -No	
Classroom organization	22a 2011-2012 SASS Principal Questionnaire	Does this school use a year-round calendar to distribute school days across 12 months?	-Yes -No	In your own words, what is this question asking?

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

SCHOOL				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Classroom organization	22b 2011-2012 SASS Principal Questionnaire	Do all students attend on the same cycle?	-Yes -No	
Classroom organization	24a <i>Modified</i> 2011-2012 SASS School Questionnaire	Are the following opportunities available for students in grades 9-12 in this school? Dual or concurrent enrollment that offers both high school and college credit	-Yes -No	
Classroom organization	24a-1 <i>Modified</i> 2011-2012 SASS School Questionnaire	How is this funded?	-By the school, district, or state -By the family or the student -By some other entity	[If R selects “by the family or the student”, or “by some other entity”] Tell me more about that.
Classroom organization	24d <i>Modified</i> 2011-2012 SASS School Questionnaire	Specialized career academy (Curriculum organized around a specific career area, such as health, hospitality, or IT.)	-Yes -No If yes, how many students are enrolled in this program?	Can you think of any examples of career academies not in this list?
Classroom organization	24b 2011-2012 SASS Principal Questionnaire	Career and technical education courses (agriculture, business, communications, computer science/IT, construction, cosmetology, culinary arts, education, engineering technologies, health care, manufacturing, marketing, protective and legal services, repair, transportation)	-Yes -No If yes, how many students are enrolled in this program?	[If yes] Which courses do you offer? All: Please take a minute to look at the examples in this question again. Are there any you think we are missing? Any examples you think do <i>not</i> qualify as career or technical education courses?
Classroom organization	24c 2011-2012 SASS Principal Questionnaire	Work-based learning or internships outside of school, in which students earn COURSE CREDITS for supervised learning activities that occur in paid or unpaid workplace assignments	-Yes -No If yes, how many students are enrolled in this program?	[If yes] Tell me more about that. [If no] Can you think of an example of when this might happen?
Instructional time	28 2011-2012 SASS Principal Questionnaire	Does this school have students enrolled in the THIRD GRADE?	-Yes -No	

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

SCHOOL				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Instructional time	29 2011-2012 SASS Principal Questionnaire	How long is the NORMAL SCHOOL DAY for THIRD GRADE students?	__ Hours per week __ Minutes per week	
Instructional time	30 2011-2012 SASS Principal Questionnaire	<p>During a TYPICAL FULL WEEK of school, approximately how many minutes do most THIRD GRADE students spend on the following activities at this school?</p> <p>✧ Please use your best estimate for the planned time spent for most regular students in the typical third grade classroom.</p> <p>✧ If most third grade students have courses taught on a rotational schedule, calculate typical course time based on the following example: For a course taught 60 minutes a week for half the year, respond with 30 minutes per week.</p> <p>✧ Do NOT include time spent on additional tutoring or remedial instruction for students receiving special services.</p> <p>✧ Total should not exceed the number of minutes calculated from your response to question 29. For example, if the typical school week is 35 hours, the total should not exceed 2100 minutes (35 hours x 60 minutes).</p> <p>✧ If your school does not offer a particular activity for third grade students during the typical week, mark (X) the “None” box.</p>		In your own words, please tell me what this question is asking. What time period were you thinking about when you answered this question. [Interviewers will probe on any difficulties that they hear when the respondent thinks aloud while answering this.]
Instructional time	30a <i>Modified</i> 2011-2012 SASS School Questionnaire	<p>Combined TOTAL of English, reading, or language arts</p> <p><i>After each item: (1) Since the previous school year (dates), has the time spent on instruction in this subject in a TYPICAL FULL WEEK of school</i></p>	None ___ ___ Minutes per day ___ Days per week ----- Increased Decreased Stayed the same	
Instructional time	30b <i>Modified</i> 2011-2012 SASS School Questionnaire	Arithmetic or mathematics	None ___ ___ Minutes per day ___ Days per week	

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

SCHOOL				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Instructional time	30c <i>Modified</i> 2011-2012 SASS School Questionnaire	Social studies or history	None ____ Minutes per day ____ Days per week	
Instructional time	30d <i>Modified</i> 2011-2012 SASS School Questionnaire	Science	None ____ Minutes per day ____ Days per week	
Instructional time	30e <i>Modified</i> 2011-2012 SASS School Questionnaire	Foreign language (Not English as a Second Language [ESL])	None ____ Minutes per day ____ Days per week	
Instructional time	30f <i>Modified</i> 2011-2012 SASS School Questionnaire	Physical education	None ____ Minutes per day ____ Days per week	
Instructional time	30g <i>Modified</i> 2011-2012 SASS School Questionnaire	Music	None ____ Minutes per day ____ Days per week	
Instructional time	30h <i>Modified</i> 2011-2012 SASS School Questionnaire	Art	None ____ Minutes per day ____ Days per week	
Instructional time	30i <i>Modified</i> 2011-2012 SASS School Questionnaire	Recess ✧ Do NOT include time allocated for lunch.	None ____ Minutes per day ____ Days per week	Were these questions about minutes per day and days per week easy or difficult to answer? Can you think of an easier way for you to give us this same information?

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

SCHOOL				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Instructional time	31 2011-2012 SASS Principal Questionnaire	Does this school have students enrolled in the EIGHTH GRADE?	-Yes -No	
Instructional time	32 <i>Modified</i> 2011-2012 SASS School Questionnaire	How long is the NORMAL SCHOOL DAY for EIGHTH GRADE students?	__ Hours per week and __ Minutes per week	
Instructional time	33 2011-2012 SASS Principal Questionnaire	<p>During a TYPICAL FULL WEEK of school, approximately how many minutes do most EIGHTH GRADE students spend on the following activities at this school?</p> <p>✧ Please use your best estimate for the planned time spent for most regular students in the typical eighth grade classroom.</p> <p>✧ If most eighth grade students have courses taught on a rotational schedule, calculate typical course time based on the following example: For a course taught 60 minutes a week for half the year, respond with 30 minutes per week.</p> <p>✧ Do NOT include time spent on additional tutoring or remedial instruction for students receiving special services.</p> <p>✧ Total should not exceed the number of minutes calculated from your response to question 29. For example, if the typical school week is 35 hours, the total should not exceed 2100 minutes (35 hours x 60 minutes).</p> <p>✧ If your school does not offer a particular activity for eighth grade students during the typical week, mark (X) the "None" box.</p>		In your own words, please tell me what this question is asking. What time period were you thinking about when you answered this question. [Interviewers will probe on any difficulties that they hear when the respondent thinks aloud while answering this.]
Instructional time	33a <i>Modified</i> 2011-2012 SASS School Questionnaire	<p>Combined TOTAL of English, reading, or language arts</p> <p><i>After each item: (1) Since the previous school year (dates), has the time spent on instruction in this subject in a TYPICAL FULL WEEK of school</i></p>	None ____ Minutes per week ----- Increased Decreased Stayed the same	
Instructional time	33b 2011-2012 SASS Principal Questionnaire	Arithmetic or mathematics	None ____ Minutes per week	

Attachment IV - 2017-2018 NTPS - Cognitive Interview Protocol

SCHOOL				
Survey Section	Item #	Item Text	Response Options	Protocol Details
Instructional time	33c 2011-2012 SASS Principal Questionnaire	Social studies or history	None ____ Minutes per week	
Instructional time	33d 2011-2012 SASS Principal Questionnaire	Science	None ____ Minutes per week	[If not asked about third grade] Were these questions about minutes per week easy or difficult to answer? Can you think of an easier way for you to give us this same information?
Instructional time	34 New Question	Does this school offer any courses that use a multidisciplinary approach? (e.g. combining music and art, science and reading into one class)	-Yes -No	[If yes] Tell me more about that.

General Probes:

1. Can you tell me more about the evaluation system at your school? If needed: Who performs evaluations? What factors go into your evaluation? When are they conducted?
2. The NTPS is considering adding questions about teacher engagement. What does “teacher engagement” mean to you? How would you describe a teacher who is engaged?