MATHEMATICA
Policy Research

Youth CareerConnect (YCC) Evaluation

Grantee Survey 2014-2015 School Year

January 13, 2015

INTRODUCTION

Mathematica Policy Research and its research partner Social Policy Research Associates (SPR) are conducting an evaluation of the Youth CareerConnect (YCC) program on behalf of the U.S. Department of Labor (DOL). As part of the evaluation, we are asking YCC grantees to complete a short survey about their program. Participation is mandatory for anyone receiving a grant and will help DOL better understand how YCC programs function.

The survey covers several topics including the organizational and administrative structure of your program, program partners, program features and support services and program curriculum. If your grant includes multiple YCC programs, we ask that you answer most questions based on the YCC program that starts in 9th grade. If you do not have a program that starts in 9th grade, we ask that you answer questions for the program that starts in the earliest grade.

This evaluation will help us better understand the impact of YCC on participants' education and employment outcomes as well as gain a better understanding of how YCC is implemented in programs across the country. Individual responses to this survey will not be attributed to specific individuals or organizations. Responses to this data collection will be used only for statistical purposes. The reports prepared from this information provided as part of this survey will be summarized across all YCC sites and individual forms will not be available to anyone outside the study team, except as required by law.

The survey should take approximately 35 minutes to complete for grantees with only one YCC program and about 90 minutes for grantees with more complex program structures. <u>If there are questions you are not able to answer, please feel free to draw on the expertise and knowledge of others within your program</u>. You may also want to refer to program documentation such as your budget, Memorandum of Understanding (MOUs) and course offerings. If you have any questions as you complete this questionnaire, please contact Lisbeth Goble at Mathematica Policy Research at 1-312-994-1016 or LGoble@mathematica-mpr.com.

A. ORGANIZATIONAL AND ADMINISTRATIVE STRUCTURE

Name of organization awarded Youth CareerConnect (YCC) grant:

_____
_____

A1. **What is the name(s) of the YCC program(s) associated with the grant? Please list all program name(s) below:**

1. _____

2. _____

3 _____

4. _____

5. _____

If you have more than one program:
- **Please answer the rest of the survey for the program that starts in 9th grade.**
- **If none start in 9th grade, use the program with earliest start grade (for example, the one starting in 10th grade).**
- **If you have more than one starting in 9th grade, use the program with the largest student enrollment.**

A1a. **Please list which YCC program you will be describing:**

_____

A2. **In what grade do students enter [Program Name]?**

MARK ONE ONLY

1 ☐ 9th grade

2 ☐ 10th grade

3 ☐ 11th grade

4 ☐ 12th grade

5 ☐ 13th grade

A3. **When students start in the grade entered in A2, how many years should it take them to complete the program?**

MARK ONE ONLY

1 ☐ 1 years

2 ☐ 2 years

3 ☐ 3 years

4 ☐ 4 years

5 ☐   More than 4 years

A4. **In how many school <u>districts</u> was [Program Name] offered during the 2014-2015 school year?**

|___|___|___| DISTRICTS

A5. **In how many <u>schools</u> was [Program Name] offered during the 2014-2015 school year?**

|___|___|___| SCHOOLS

A5a. **If [Program Name] was only offered in one school, please provide the name of the school and district below.**

If [Program Name] was offered in more than one school, please provide the name of the school with the largest enrollment in [Program Name] and the associated district.

_____
SCHOOL NAME

_____
SCHOOL DISTRICT

INSTRUCTIONS:

IF [PROGRAM NAME] OPERATES ONLY IN ONE SCHOOL, PLEASE ANSWER THE REMAINING QUESTIONS ABOUT THE PROGRAM IN THAT SCHOOL.

IF [PROGRAM NAME] OPERATES IN MORE THAN ONE SCHOOL, PLEASE ANSWER THE REMAINDER OF THE SURVEY ABOUT IT AS IT OPERATES IN THE **SCHOOL WITH THE LARGEST ENROLLMENT, THE ONE LISTED IN A5a.**

A6. **Do all students in this school participate in [Program Name in School Name]?**

1 ☐ Yes

0 ☐ No

A6a. **Did [Program Name] exist somewhere in the district prior to receiving YCC funds from the DOL?**

1 ☐ Yes

0 ☐ No ➔ **GO TO A7**

A6b. **In what year was [Program Name] established? Your best guess is fine.**

|___|___|___|___| YEAR

A7. **We are interested in the number of years of experience [Program Name in School Name] and [Grantee] has with a variety of activities.**

Please enter the number of years of experience [District] has with each activity as of the 2014-2015 school year in the first column.

Please enter the number of years of experience [Program Name in School Name] has with each activity as of the 2014-2015 school year in the first column.

Please enter the number of years of experience [Grantee] has with each activity as of the 2014-2015 school year in the second column

Enter "0" if no experience or less than 1 year of experience.
Enter "d" if you do not know the level of experience.
Your best estimate is fine.

	YEARS OF EXPERIENCE		
	[DISTRICT NAME]	[PROGRAM NAME]	[GRANTEE]
a. Providing career and technical education courses..................	|__|__|	|__|__|	|__|__|
b. Integrating academic and career technical curriculum............	|__|__|	|__|__|	|__|__|
c. Engaging employers in school-based programs.....................	|__|__|	|__|__|	|__|__|
d. Providing individualized career counseling............................	|__|__|	|__|__|	|__|__|
e. Providing individualized academic counseling.......................	|__|__|	|__|__|	|__|__|
f. Providing work-based learning or exposure to the world of work outside school..	|__|__|	|__|__|	|__|__|
g. Providing internships outside school......................................	|__|__|	|__|__|	|__|__|
h. Offering small learning communities......................................	|__|__|	|__|__|	|__|__|
i. Providing wraparound support services.................................	|__|__|	|__|__|	|__|__|

A8. Think about all of the staff who currently work for [Program Name in School Name]. How many of the following staff were part of the program in the <u>2014-2015 school year</u>? Please indicate the number of staff in full-time and the number in less than full-time positions. For example, if you have 1 full time full time and 2 part time program coordinators in the school and none in the central office, you would put a 1 in the full time column and a 2 in the part time category in the [School Name] column and put 0 in both the full time and part time columns in the [Central Administration/office] column.

Note: We realize counselors/coaches/advisors are an integral part of many programs. We do not ask about them in this section but will ask about them in Section G. Please do not include them in your response to this question.

MARK ALL THAT APPLY

	[SCHOOL NAME]			[CENTRAL ADMINISTRATION/OFFICE]		
	NUMBER FULL TIME	NUMBER LESS THAN FULL TIME	CHECK IF DON'T KNOW	NUMBER FULL TIME	NUMBER LESS THAN FULL TIME	CHECK IF DON'T KNOW
a. Program director...............................	|__|__|	|__|__|	d ☐	|__|__|	|__|__|	d ☐
b. Program coordinator................................	|__|__|	|__|__|	d ☐	|__|__|	|__|__|	d ☐
c. Work-based learning coordinator.............	|__|__|	|__|__|	d ☐	|__|__|	|__|__|	d ☐
d. Career-technical teacher...........................	|__|__|	|__|__|	d ☐	|__|__|	|__|__|	d ☐
e. Data specialist...	|__|__|	|__|__|	d ☐	|__|__|	|__|__|	d ☐
f. Other *(specify):*...................................... _____ (job title)	|__|__|	|__|__|	d ☐	|__|__|	|__|__|	d ☐
g. Other *(specify):*...................................... _____ (job title)	|__|__|	|__|__|	d ☐	|__|__|	|__|__|	d ☐
h. Other *(specify):*...................................... _____ (job title)	|__|__|	|__|__|	d ☐	|__|__|	|__|__|	d ☐

A9. Please indicate the career focus of [Program Name in School Name] for the <u>2014-2015</u> <u>school year</u>.

MARK ALL THAT APPLY

1 ☐ **AGRICULTURE, FOOD & NATURAL RESOURCES**
   2 ☐ Agribusiness Systems
   3 ☐ Animal Systems
   4 ☐ Environmental Service Systems
   5 ☐ Food Products & Processing Systems
   6 ☐ Natural Resources Systems
   7 ☐ Plant Systems
   8 ☐ Power, Structural &Technical Systems

9 ☐ **ARCHITECTURE & CONSTRUCTION**
   10 ☐ Construction
   11 ☐ Design/Pre-Construction
   12 ☐ Maintenance/Operations

13 ☐ **ARTS, AUDIOVISUAL TECHNOLOGY & COMMUNICATIONS**
   14 ☐ Audio Visual Technology & Film
   15 ☐ Journalism & Broadcasting
   16 ☐ Performing Arts
   17 ☐ Printing Technology
   18 ☐ Telecommunications
   19 ☐ Visual Arts

20 ☐ **BUSINESS MANAGEMENT & ADMINISTRATION**
   21 ☐ Administrative Support
   22 ☐ Business Information Management
   23 ☐ General Management
   24 ☐ Human Resources Management
   25 ☐ Operations Management

26 ☐ **EDUCATION & TRAINING**
   27 ☐ Administration &Administrative Support
   28 ☐ Professional Support Services
   29 ☐ Teaching/Training

30 ☐ **FINANCE**
   31 ☐ Accounting
   32 ☐ Banking Services
   33 ☐ Business Finance
   34 ☐ Insurance

35 ☐ **SECURITY & INVESTMENTS**

36 ☐ **GOVERNMENT & PUBLIC ADMINISTRATION**
   37 ☐ Foreign Service
   38 ☐ Governance
   39 ☐ National security
   40 ☐ Planning
   41 ☐ Public Management & Administration
   42 ☐ Regulation
   43 ☐ Revenue & Taxation

44 ☐ **HEALTH SCIENCES**
   45 ☐ Biotechnology Research & Development
   46 ☐ Diagnostic Services
   47 ☐ Health Informatics
   48 ☐ Support Services
   49 ☐ Therapeutic Services

50 ☐ **HOSPITALITY & TOURISM**
   51 ☐ Lodging
   52 ☐ Recreation, Amusements & Attractions
   53 ☐ Restaurants & Food/Beverage Service
   54 ☐ Travel & Tourism

55 ☐ **HUMAN SERVICES**
   56 ☐ Consumer Services
   57 ☐ Counseling & Mental Health Services
   58 ☐ Early Childhood Development & Services
   59 ☐ Family & Community Services
   60 ☐ Personal Care Services

61 ☐ **INFORMATION TECHNOLOGY**
   62 ☐ Information Support & Services
   63 ☐ Network Systems
   64 ☐ Programming & Software Development
   65 ☐ Web & Digital Communications

66 ☐ **LAW, PUBLIC SAFETY, CORRECTIONS & SECURITY**
   67 ☐ Correction Services
   68 ☐ Emergency & Fire Management Services
   69 ☐ Law Enforcement Services
   70 ☐ Legal Services
   71 ☐ Security & Protective Services

72 ☐ **MANUFACTURING**
   73 ☐ Health, Safety & Environmental Assurance
   74 ☐ Logistics & Inventory Control
   75 ☐ Maintenance, Installation & Repair
   76 ☐ Manufacturing Production Process Dev.
   77 ☐ Production
   78 ☐ Quality Assurance

79 ☐ **MARKETING**
   80 ☐ Marketing Communications
   81 ☐ Marketing Management
   82 ☐ Marketing Research
   83 ☐ Merchandising
   84 ☐ Professional Sales

85 ☐ **SCIENCE, TECHNOLOGY, ENGINEERING, & MATHEMATICS**
   86 ☐ Engineering & Technology
   87 ☐ Science & Mathematics

88 ☐ **TRANSPORTATION, DISTRIBUTION & LOGISTICS**
   89 ☐ Facility & Mobile Equipment Maintenance
   90 ☐ Health, Safety & Environmental Management
   91 ☐ Logistics Planning & Management Services
   92 ☐ Sales & Service
   93 ☐ Transportation Operations
   94 ☐ Transportation Systems/Infrastructure Planning, Management & Regulation
   95 ☐ Warehousing & Distribution Center Operations

96 ☐ **OTHER**
   97 ☐ Other *(specify)*
   _____
   98 ☐ Other *(specify)*
   _____
   99 ☐ Other *(specify)*
   _____

These next questions ask about resources for [Program Name in Program School]. Please consider all resources used specifically for [Program Name in Program School].

A10. First, we would like to understand the different sources of financial and in-kind resources provided to [Program Name in School Name].

In addition to DOL funding, use the first column of the table to mark the entities that provided funding and/or resources—either financial or in-kind—during the 2014-2015 school year.

In the second column, please indicate the funding and/or resource type.

MARK ONE PER ROW	SELECT ALL THAT APPLY IN EACH ROW
A. DID THIS TYPE OF ENTITY PROVIDE RESOURCES?	B. IF YES, MARK THE TYPE OF FUNDING BELOW

	YES	NO	DON'T KNOW	FINANCIAL	IN-KIND	DON'T KNOW
a. Private foundation		1	0			
b. State or local government		1	0			
c. Employers		1	0			
d. Institutes of Higher Education		1	0			
e.		1	0			

Some other organization *(specify)*		
f. No other entity provided funding or resources	1 0	

A11. **What was [Program Name in School Name]'s total operating budget for the 2014-2015 school year? Your best guess is fine.**

$ |__|__| , |__|__|__| , |__|__|__| TOTAL OPERATING BUDGET

d ☐ Don't know

B. PROGRAM PARTNERS

B1. **Please provide the following details for each type of partner to the [Program Name in School Name] for the 2014-2015 school year.**
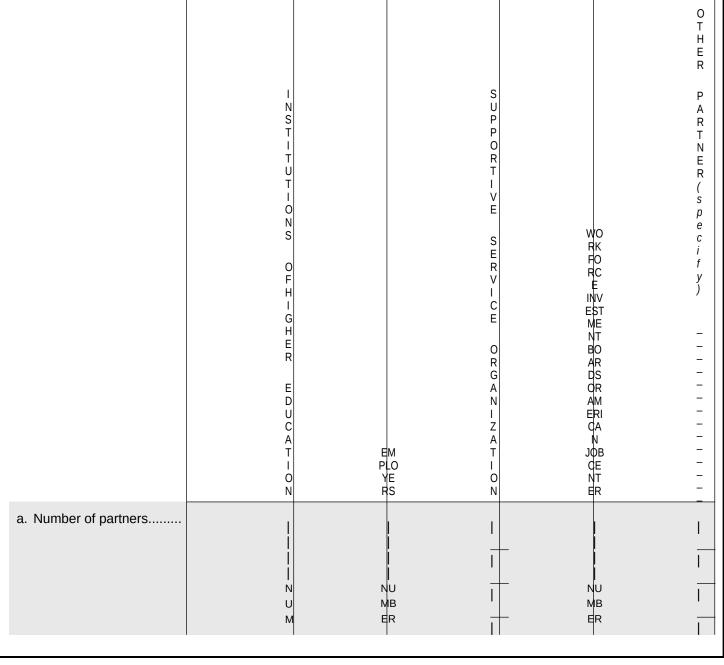
In row a, indicate the number of partners you currently have of each type. If you did not have any partners of this type, enter a 0.

In the columns in which you name at least one partner in row a, please answer questions b through e for partners in those columns.

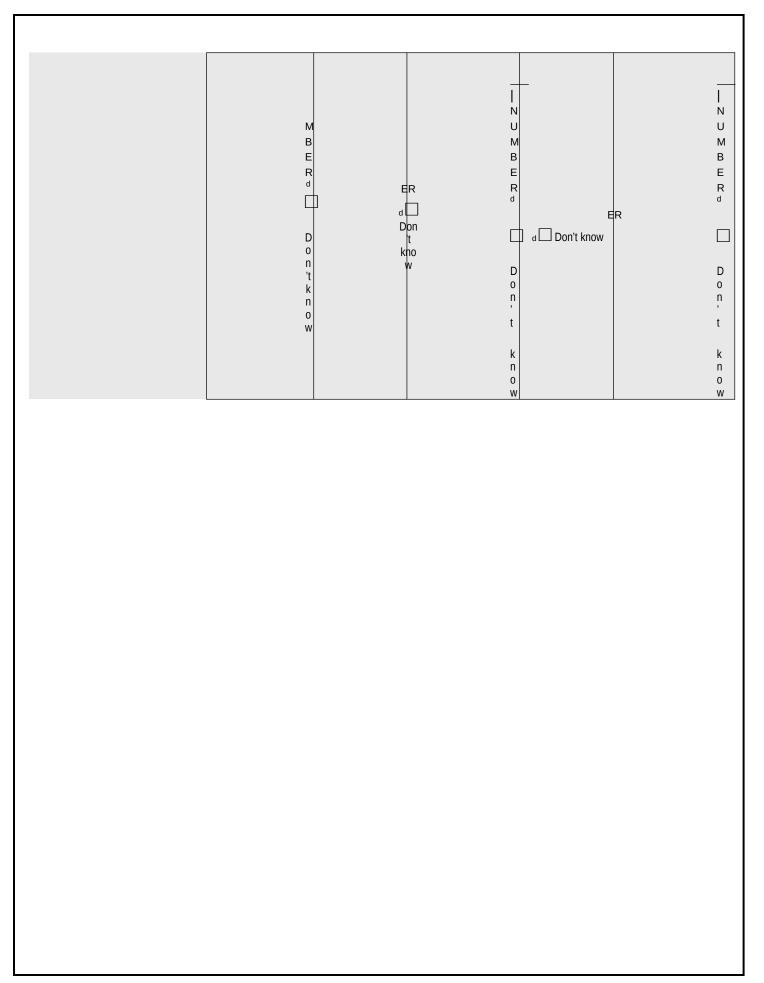**If the number of partners is 0 in row a, move to the next column.**

If you have a key partner that is not captured in the table below, please list that partner in the "other" column.

The partnerships included below do not need to be exclusive to your YCC program, but should reflect the ones you consider to be critical to your program.

	INSTITUTIONS OF HIGHER EDUCATION	EMPLOYERS	SUPPORTIVE SERVICE ORGANIZATION	WORKFORCE INVESTMENT BOARDS OR AMERICAN JOB CENTER	OTHER PARTNER (*specify*) _____
a. Number of partners.........	|___|___| NUM	|___|___| NUMBER	|___|___|	|___|___| NUMBER	|___|___|

		BER d ☐ Don't know	d ☐ Don't know	NUMBER d ☐ Don't know d ☐ Don't know	NUMBER d ☐ Don't know
b. How many partners are new as a result of the YCC program?..............		||| NUMBER d ☐ Don't know	|| NUMBER d ☐ Don't know	||| NUMBER d ☐ Don't know	||| NUMBER d ☐ Don't know
					NUMBER d ☐ Don't know
c. For partnerships that existed prior to receipt of the YCC grant, how many months has the **longest** partnership been in place?................		||| NUMBER d	|| NUMBER d ☐ Don't	|||| NUM	NUMBER d ☐ Don't know o ☐ N/A	||| NUM

		□ Don't know ○ □ N/A	know ○ □ N/A	B E R d □ Don't know ○ □ N/A		B E R d □ Don't know ○ □ N/A
d.	How many partners have a signed MOU or letter of agreement (LOA) in place?..............	|||| NUMBER d □ Don't know	||| NUMBER d □ Don't know	|||| NUMBER d □ Don't know	NUMBER d □ Don't know	|||| NUMBER d □ Don't know
e.	How many of your existing partners do you think will continue to work with you after the DOL grant ends?...........	|||| N U	|| NUMB	|| |	NUMB	||

| | | MBER ☐d Don't know | ER d☐ Don't know | INUMBER ☐d ☐ Don't know | d☐ Don't know ER | INUMBER ☐d Don't know |

C. PROGRAM FEATURES

The next two questions ask about the recruitment and application process for [Program Name in School Name].

C1. **Which of the following methods were used to recruit students into [Program Name in School Name] for the <u>2014-2015 school year</u>?**

MARK ALL THAT APPLY

1 ☐ Flyers posted in high schools

2 ☐ Flyers posted in middle or junior high schools

3 ☐ Word-of-mouth referrals from people in the community or former/current participants

4 ☐ Community outreach

5 ☐ Self-referrals or walk-ins

6 ☐ Enrollment fairs

7 ☐ School assemblies

8 ☐ Counselors

9 ☐ We didn't actively recruit students into our program

10 ☐ Certain students were automatically enrolled in the program

11 ☐ Recruit some other way *(specify)* _____

_____

C2. **Which of the following did the [Program Name in School Name] consider when reviewing a student's application for the <u>2014-2015 school year</u>?** →

MARK ALL THAT APPLY

1 ☐ Nothing, we didn't have a formal application   **GO TO QUESTION C3**

ACADEMICS & SKILLS

2 ☐ Grades above a minimum threshold/

3 ☐ Grades below a threshold

4 ☐ Pre-requisite courses (successful completion)

5 ☐ Test scores (for example, placement test, admission test, standardized achievement test)

6 ☐ Special aptitudes, skills or talents

BACKGROUND/CHARACTERISTICS

7 ☐ Good attendance record

8 ☐ Poor attendance record

9 ☐ Grade level

10 ☐ Interest in subject area/career

11 ☐ Interview with staff member

12 ☐ Personal statement

13 ☐ Special student needs (for example, those with disabilities)

14 ☐ English language learners

15 ☐ Recommendation

OTHER

16 ☐ Other *(specify)* _____

_____

C3. **For each activity or service listed below, please check if it was offered to students in the [Program Name in School Name] <u>during the 2014-2015 school year</u> in column A.**

In column B, please check if the activity or service was offered for all, some, or none of the similar students <u>not enrolled</u> in the YCC program at the same school <u>during the 2014-2015 school year</u>. If all students in the school were enrolled in [Program Name], then please answer the questions about students in similar schools in the same district that were not in YCC.

Please indicate below whether you are comparing the YCC students to students in the same school, same district or if all students in the district were in the YCC program.

₁ ☐ School comparison used in column B

₂ ☐ District comparison used in column B

₃ ☐ All students in district in [Program Name] ⟶ **SKIP COLUMN B**

	MARK ONE PER ROW			MARK ONE PER ROW			
	A. OFFERED FOR YCC STUDENTS			B. OFFERED FOR NON-YCC STUDENTS			
	YES	NO	DON'T KNOW	ALL	SOME	NONE	DON'T KNOW
1. Workforce-related Activities **Job Shadowing, Mentoring and Internships**							

	A. OFFERED FOR YCC STUDENTS			B. OFFERED FOR NON-YCC STUDENTS			
	MARK ONE PER ROW			MARK ONE PER ROW			
	YES	NO	DON'T KNOW	ALL	SOME	NONE	DON'T KNOW
a. Brought in speakers to describe workplaces and careers							
b. Field trips to workplaces							
c. Attendance at conferences for trade associations or professional organizations							
d. Job shadowing for individual students							
e. Group job shadowing							
f. Individual mentor							
g. Group mentoring							
h. Paid internships							

	MARK ONE PER ROW			MARK ONE PER ROW			
	A. OFFERED FOR YCC STUDENTS			B. OFFERED FOR NON-YCC STUDENTS			
	YES	NO	DON'T KNOW	ALL	SOME	NONE	DON'T KNOW
i. Unpaid internships							
j. Required internships at a place of work							
k. Internships at a place of work, but not required							
l. Virtual internships							
Job Search Preparation							
m. Mock interviews by industry professionals							
n. Resume writing workshops							
Workforce Preparation							
o. Apprenticeship							

		MARK ONE PER ROW			MARK ONE PER ROW			
		A. OFFERED FOR YCC STUDENTS			B. OFFERED FOR NON-YCC STUDENTS			
		YES	NO	DON'T KNOW	ALL	SOME	NONE	DON'T KNOW
p.	Skill badges							
q.	Courses that lead to an industry-recognized credential							
r.	Stackable credentials							
s.	Preparation for a certification exam							
t.	Connecting students to a training program							
u.	Occupational skills training							
v.	Work readiness assessment (for example, WorkKeys or other job skills assessment tools)							

	A. OFFERED FOR YCC STUDENTS			B. OFFERED FOR NON-YCC STUDENTS			
	MARK ONE PER ROW			MARK ONE PER ROW			
	YES	NO	DON'T KNOW	ALL	SOME	NONE	DON'T KNOW
w. Referral to programs at American Job Center							
x. Career assessment/interest inventory							
Leadership Development							
y. Peer-centered activities such as peer mentoring or tutoring							
z. Organizational and team work training							
aa. Training in decision-making and determining priorities							
bb. Citizenship training, including life skills							

	A. OFFERED FOR YCC STUDENTS			B. OFFERED FOR NON-YCC STUDENTS			
	MARK ONE PER ROW			MARK ONE PER ROW			
	YES	NO	DON'T KNOW	ALL	SOME	NONE	DON'T KNOW
such as parenting, work behavior, and budgeting of resources							
Other Workforce Preparation Activities							
cc. Individual development plans							
dd. Community service learning							
ee. Other workforce or job related training *(specify)*							
2. Post-secondary Enrollment							

	MARK ONE PER ROW			MARK ONE PER ROW			
	A. OFFERED FOR YCC STUDENTS			B. OFFERED FOR NON-YCC STUDENTS			
	YES	NO	DON'T KNOW	ALL	SOME	NONE	DON'T KNOW
Activities							
College Visits							
a. Campus visits to 2-year colleges							
b. Campus visits to 4-year colleges							
c. College faculty or representatives came to high school classes							
Post-secondary Preparatory Coursework							
d. College entrance exams preparation courses							
e. Dual enrolled coursework							

	MARK ONE PER ROW			MARK ONE PER ROW			
	A. OFFERED FOR YCC STUDENTS			**B. OFFERED FOR NON-YCC STUDENTS**			
	YES	NO	DON'T KNOW	ALL	SOME	NONE	DON'T KNOW
f. AP coursework							
g. Courses articulate to a 2 or 4-year college program							
Academic Support							
h. Individualized tutoring							
i. Homework assistance							
j. Developmental or special education							
k. Acceleration strategies to get lower-performing students up to speed by graduation							
Post-secondary Financial							

	MARK ONE PER ROW			MARK ONE PER ROW			
	A. OFFERED FOR YCC STUDENTS			B. OFFERED FOR NON-YCC STUDENTS			
	YES	NO	DON'T KNOW	ALL	SOME	NONE	DON'T KNOW
Assistance							
l. Tuition or financial assistance							
m. Financial aid planning assistance							
n. Assistance with FASFA completion							
Other Post-secondary Preparation Activities							
o. Other post-secondary education preparation *(specify)*							
3. Support Services							
Financial Support							

	MARK ONE PER ROW			MARK ONE PER ROW			
	A. OFFERED FOR YCC STUDENTS			B. OFFERED FOR NON-YCC STUDENTS			
	YES	NO	DON'T KNOW	ALL	SOME	NONE	DON'T KNOW
a. Costs related to credential attainment for individual participants, such as certification exam fees							
b. Fees associated with other tests or exams (for example SAT or ACT)							
c. School supplies							
d. Work clothes or uniforms							
e. Work-related equipment (for example, personal computer)							
f. Transportation							

| | MARK ONE PER ROW | | | MARK ONE PER ROW | | | |
| | A. OFFERED FOR YCC STUDENTS | | | B. OFFERED FOR NON-YCC STUDENTS | | | |
	YES	NO	DON'T KNOW	ALL	SOME	NONE	DON'T KNOW
g. Childcare							
h. Other dependent care (for example, elder care)							
Health and Well-being Support							
i. Health care services/referrals							
j. Psychological counseling either in-house or as a referral							
Support for Special Populations							
k. Services for English language learners							
l. Services for students with disabilities							

	A. OFFERED FOR YCC STUDENTS			B. OFFERED FOR NON-YCC STUDENTS			
	MARK ONE PER ROW			MARK ONE PER ROW			
	YES	NO	DON'T KNOW	ALL	SOME	NONE	DON'T KNOW
m. Services for students from low-income families							
n. Services for pregnant and parenting students							
o. Other support service *(specify)*							

D. INTEGRATED CURRICULUM

D1. **To what extent do you agree with the following statements about the curriculum in [Program Name in School Name] during the 2014-2015 school year?**

SELECT ONE RESPONSE PER ROW

	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	DON'T KNOW
Standards and Assessments					
a. The academic curriculum was aligned to the state's career and college ready standards..					
b. The curriculum and instructional materials in career-related classes were based on industry standards..					
c. Workplace skills were incorporated and assessed............................					
d. There were multiple assessments that reflect practices in the career field..					
e. Competency-based assessments were offered.................................					
Academic Courses					
f. Coursework reached high levels of English and math (that is, four years in each)...					
g. Graduates of the YCC program were expected to successfully complete the coursework needed to attend 4 year colleges..............					
h. Graduates of the YCC program were expected to successfully complete the coursework needed to attend 2 year college or apprenticeship training programs..					
i. Flexibility was provided to students with special needs (for example, ELL, SPED, AP, and IB students)......................................					
Career-Technical Courses					
j. There was a distinctive career theme integrated across all the years of the YCC program..					
k. YCC students could demonstrate knowledge of a variety of careers and related educational requirements in the career field..................					
l. Career and technical courses were sequenced in a manner that builds technical skills from one year to the next.................................					
m. The sequence of career and technical course enabled students to obtain skill certifications recognized by employers............................					
n. Students took courses that help them enter a career ladder in a H-1B industry or occupation..					
Curriculum Integration					
o. Students were shown how their academic subjects relate to each other and apply in the context of adult professional work.................					
p. Students engaged in projects requiring the application of skills from several courses (for example, a senior and/or capstone project)...					
q. Academic courses used examples related to the career theme.......					
r. Career-focused classes also taught academic skill building.............					

E1. **We are interested in the extent you agree with the following statements about employer partners with [Program Name in School Name] during the 2014-2015 school year.**

For statements related to "Professional Development and Support", we are interested in employers who partnered with the central office as well as those that partnered with [Program Name in School Name].

For statements related to "Workforce Preparation Activities", we are only interested in employers that partnered with [Program Name in School Name].

To what extent do you agree that employer partners…

SELECT ONE RESPONSE PER ROW

	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	DON'T KNOW
Program Development and Support					
a. Helped define the program strategies and goals...............					d
b. Assisted with curriculum development and program design					d
c. Provided resources to support education/training..............					d
d. Actively participated on the program's advisory board……					d
e. Provided program leadership outside the advisory board..					d
f. Served as an informal program advisor.............................					d
g. Served as outside grader or reviewer of classroom projects					d
Workforce Preparation Activities					
h. Provided students with mentors for at least one year........					d
i. Provided students with mentors for less than one year…..					d
j. Provided field trips to employer's worksite.........................					d
k. Spoke at the school to describe career fields....................					d
l. Offered job shadowing opportunities.................................					d
m. Provided project learning opportunities at the workplace. .					d
n. Provided paid internships...					d
o. Provided unpaid internships...					d
p. Provided registered apprenticeships or pre-apprenticeships					d
q. Gave hiring preference to students who complete the YCC program					d

	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	DON'T KNOW
r. Engaged historically underrepresented populations such as females and minorities					d

F. WORK-BASED LEARNING

G. WORK-BASED LEARNING

F1. **We are interested in the extent you agree with the following statements about the work-based learning skills students were taught in the [Program Name in School Name] <u>during the 2014-2015 school year</u>.**

To what extent do you agree that students are taught …

	SELECT ONE RESPONSE PER ROW				
	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	DON'T KNOW
Workplace Behavioral Expectations					
a. About work expectations for attendance and the need to adhere to them...					
b. About work expectations for punctuality and the need to adhere to them...					
c. To dress appropriately for a position and duties.....................					
Workplace Culture and Communication					
d. To speak clearly and communicate effectively—verbally and non-verbally..					
e. To accept direction, feedback, and constructive criticism with a positive attitude and use information to improve work performance...					
f. To demonstrate understanding of workplace culture and policy...					
g. To understand of the requirements for career pathways, such as what they need to do in order to attend a two- or four-year college or gain a certificate.....................................					
Workplace Performance Expectations					
h. To participate fully in a task or project from initiation to completion...					
i. To meet quality standards at work..					
j. To exercise sound reasoning and analytical thinking to solve workplace problems..					
k. To relate positively with co-workers and work productively with individuals and in teams...					
Technical Skills					
l. To develop career-specific skills needed to enter the field…..					
m. To develop technological (for example, computer) skills........					

G. CAREER AND ACADEMIC COUNSELING

F. CAREER AND ACADEMIC COUNSELING

The following questions are about academic and career counseling in [Program Name in School Name] during the 2014-2015 school year. We use the term counselor/counseling to include counselors, advisors, and coaches.

G1.	**Which of the following counselors were part of [Program Name in School Name]?**

   MARK ALL THAT APPLY

   1 ☐ Academic counselor(s) whose duties were separate from a career counselor

   2 ☐ Career counselor(s) whose duties were separate from academic counselor

   3 ☐ Counselor(s) who fulfilled both academic and career counseling duties

   4 ☐ We did not have academic or career coach or counselors ➝ **GO TO SECTION H**

Please answer the following questions only if you had at least one academic counselor whose duties were distinct from a career counselor's duties. If you did not have (distinct) academic counselors, please enter 0 in G2 and go to question G6.

G2.	**On average, how many students were assigned per academic counselor? That is, what was the student-to-counselor ratio?**

   |___|___|___| STUDENTS ASSIGNED PER ACADEMIC COUNSELOR

   d ☐ Don't know

G3.	**Did the academic counselor(s) work exclusively with YCC students?**

   1 ☐ Yes

   0 ☐ No

   d ☐ Don't know

G4.	**Were YCC students required to meet with an academic counselor on a regular basis?**

   1 ☐ Yes

   GO TO G6 0 ☐ No

   d ☐ Don't know

G5.	**How many times a year were YCC students required to meet with their academic counselor?**

   |___|___|___| TIMES WITH THEIR ACADEMIC COUNSELOR

   d ☐ Don't know

Please answer the following questions about <u>career counselors whose duties were separate from academic counselors</u>. If you did not have at least one career counselor, please enter 0 in G6 and go to question G10.

G6. **On average, how many students were assigned per career counselor? That is, what was the student-to-counselor ratio?**

|___|___|___| STUDENTS ASSIGNED PER CAREER COUNSELOR

d ☐ Don't know

G7. **Did the career counselor(s) work exclusively with YCC students?**

1 ☐ Yes

0 ☐ No

d ☐ Don't know

G8. **Were YCC students required to meet with a career counselor on a regular basis?**

1 ☐ Yes

0 ☐ No

GO TO G10 d ☐ Don't know

G9. **How many times a year were YCC students required to meet with their career counselor?**

|___|___|___| TIMES WITH THEIR CAREER COUNSELOR

d ☐ Don't know

Please answer the following questions about the <u>counselor fulfilling both academic and career functions</u>. If you did not have any such counselors, please enter 0 in G10 and go to question G14.

G10. **On average, how many students were assigned per counselor? That is, what was the student-to-counselor ratio?**

|___|___|___| STUDENTS ASSIGNED PER COUNSELOR

d ☐ Don't know

G11. **Did the counselor work exclusively with YCC students?**

1 ☐ Yes

0 ☐ No

d ☐ Don't know

G12. **Were YCC students required to meet with a counselor on a regular basis?**

1 ☐ Yes

0 ☐ No

GO TO G14 d ☐ Don't know

G13. **How many times a year were YCC students required to meet with their counselor?**

|___|___|___| TIMES WITH THEIR COUNSELOR

d ☐ Don't know

G14. Did <u>any</u> type of counselor in [Program Name in School Name] provide the following services <u>during the 2014-2015 school year</u>? If yes, how often were those provided?

	MARK ONE PER ROW			MARK ONE PER ROW				
	A. DID COUNSELORS PROVIDE THIS SERVICE?			IF YES B. HOW OFTEN WERE THESE SERVICES PROVIDED?				
	YES	NO	DON'T KNOW	ONCE A YEAR	ONCE A MONTH	ONCE A WEEK	DAILY	DON'T KNOW
Identifying Educational and Career Goals								
a. Working with students to develop an Individual Development Plan (IDP)......................................								
b. Reviewing and updating a student's IDP.........................								
c. Helping students identify viable educational and career goals..								
d. Providing occupational information based on local labor market conditions..								
e. Providing career interest inventories..............................								
f. Assessing students ability to identify and obtain employment in chosen career......................................								
Educational and Career Goal Planning								
g. Assisting students to select courses to meet career and educational objectives..								
h. Identifying work-based learning experiences to complement career aspirations......................................								
i. Assisting students to select and apply to post-secondary education..								
j. Assisting students to select and apply to post-secondary training opportunities.....................								
k. Working with students to determine ways to finance post-secondary education or training...........................								
l. Assisting students with resume preparation or interview skills..								
m. Helping with job search and placement..........................								
n. Facilitating a relationship with or identifying resources at the American Job Centers (AJCs).............................								
Supporting Special Populations								
o. Providing for unique needs of students with physical or learning disabilities..								
p. Providing for unique needs of English language learners...								
q. Encouraging and supporting low-income and underrepresented students to enroll in the YCC program...								
r. Other *(specify)*..								

H. SMALL LEARNING COMMUNITIES

G. WORK-BASED LEARNING

H1. **For each of the statements listed below, please check if it applies for students in the [Program Name in School Name] during the 2014-2015 school year in the first column.**

In column B, please check if the statement applies for all, some, or none of the similar students not enrolled in the YCC program at the same school during the 2014-2015 school year. If all students in the school were enrolled in [Program Name], then please answer the questions about students in similar schools in the same district that are not in YCC.

Please indicate whether you are comparing the YCC students to similar students in the same school, same district, or if all students in the district were in the YCC program.

₁ ☐ School used in column B

₂ ☐ District used in column B

₃ ☐ All students in district in YCC program ⟶ **SKIP COLUMN B**

MARK ONE PER ROW	MARK ONE PER ROW
A. OFFERED TO YCC STUDENTS	B. OFFERED TO NON-YCC STUDENT

					S			
	YES	NO	DON'T KNOW	ALL	SOME	NONE	DON'T KNOW
a. Students complete a capstone course that brings together knowledge learned							
b. Project-based learning is used in courses							
c. Students are scheduled to take classes together as a cohort at each grade level							
d. Teachers are scheduled to work with a specific group of students							
e. Teachers in a program have a regularly scheduled common planning period							
f. Students attend a school-within-a-school							
g. Students attend a separate small school							
h. Students have a physical space that is only available to them							
i. Other characteristics make for a small learning community *(specify)*							

I. PROFESSIONAL DEVELOPMENT

J. PROFESSIONAL DEVELOPMENT

I1. **During the 2014-2015 school year (including those that will be available in summer 2015), on average, how many hours of professional development specific to the YCC program did most staff in the [Program Name in School Name] receive?**

|__|__| HOURS PER STAFF DURING 2014-2015

$_0$ ☐ None

Thank you for taking the time to complete this survey.

I2. **What professional development opportunities were/are available during the 2014-2015 school year (including those that will be available in summer 2015) to staff in [Program Name in School Name]?**

MARK ALL THAT APPLY

$_1$ ☐ Industry site-based residencies or externships

$_2$ ☐ Training on incorporating specific industry focus into core curriculum

$_3$ ☐ Training in the skills and competencies of program's industry focus

$_4$ ☐ Intensive industry focused training

$_5$ ☐ Individualized mentoring or coaching by master teachers or industry experts

$_6$ ☐ Project-based learning

$_7$ ☐ Opportunities for collaborating and establishing communities of practice with other teachers or partners

$_8$ ☐ Other *(specify)*

_____

Thank you for taking the time to complete this survey.