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Youth CareerConnect (YCC) Evaluation

Grantee Survey 2016-2017 School Year

February 21, 2017

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| According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a Office of Management and Budget (OMB) control number. The valid OMB control number for this information collection is 1291-0003. The time required to complete this collection of information is estimated to average 44 minutes, including the time to review instructions, search existing data resources, gather the data needed and complete and review the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to [Molly](mailto:Molly) Irwin at 202-693-5091 or [Irwin.Molly.E@DOL.gov](mailto:Irwin.Molly.E@DOL.gov) and reference the OMB Control Number 1291-0003. |

**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. 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. 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](mailto:xxx@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 districts was [Program Name] offered during the 2014-2015 school year?

| | | | districts

A5. In how many schools 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 2014-2015 school year? 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 2014-2015 school year.**

**MARK all that apply**

**mark major category only if subcategories are not appropriate**

|  |
| --- |
| REMINDER: PLEASE ANSWER THE REMAINING QUESTIONS ABOUT THE SCHOOL WITH THE LARGEST ENROLLMENT OF [YCC PROGRAM]. LISTED IN RESPONSE TO QUESTION A3a.  IF YOU ONLY HAVE ONE SCHOOL IN YOUR YCC PROGRAM, PLEASE ANSWER THE REMAINING QUESTIONS FOR THAT SCHOOL |

**MARK all that apply**

**mark major category only if subcategories are not appropriate**

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 □ | d □ | 1 □ | 2 □ | d □ |
| b. State or local government | 1 □ | 0 □ | d □ | 1 □ | 2 □ | d □ |
| c. Employers | 1 □ | 0 □ | d □ | 1 □ | 2 □ | d □ |
| d. Institutes of Higher Education | 1 □ | 0 □ | d □ | 1 □ | 2 □ | d □ |
| e. Some other organization *(specify)* | 1 □ | 0 □ | d □ | 1 □ | 2 □ | d □ |
|  |  |  |  |  |  |  |
| f. No other entity provided funding or resources | 1 □ | 0 □ | d □ |  |  |  |

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 | | | | |  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 |
| 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 □ Don’t know  0 □ N/A | | | | |  number  d □ Don’t know  0 □ N/A | | | | |  number  d □ Don’t know  0 □ N/A | | | | |  number  d □ Don’t know  0 □ N/A | | | | |  number  d □ Don’t know  0 □ 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? | | | | |  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. 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 2014-2015 school year?

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 2014-2015 school year?

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] during the 2014-2015 school year in column A.

In column B, please check if the activity or service was offered 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 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. Brought in speakers to describe workplaces and careers | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| b. Field trips to workplaces | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| c. Attendance at conferences for trade associations or professional organizations | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| d. Job shadowing for individual students | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| e. Group job shadowing | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| f. Individual mentor | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| g. Group mentoring | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| h. Paid internships | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| i. Unpaid internships | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| j. Required internships at a place of work | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| k. Internships at a place of work, but not required | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| l. Virtual internships | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| **Job Search Preparation** |  |  |  |  |  |  |  |
| m. Mock interviews by industry professionals | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| n. Resume writing workshops | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| **Workforce Preparation** |  |  |  |  |  |  |  |
| o. Apprenticeship | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| p. Skill badges | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| q. Courses that lead to an industry-recognized credential | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| r. Stackable credentials | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| s. Preparation for a certification exam | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| t. Connecting students to a training program | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| u. Occupational skills training | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| v. Work readiness assessment (for example, WorkKeys or other job skills assessment tools) | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| w. Referral to programs at American Job Center | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| x. Career assessment/interest inventory | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| **Leadership Development** |  |  |  |  |  |  |  |
| y. Peer-centered activities such as peer mentoring or tutoring | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| z. Organizational and team work training | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| aa. Training in decision-making and determining priorities | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| bb. Citizenship training, including life skills such as parenting, work behavior, and budgeting of resources | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| **Other Workforce Preparation Activities** |  |  |  |  |  |  |  |
| cc. Individual development plans | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| dd. Community service learning | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| ee. Other workforce or job related training *(specify)* | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
|  |  |  |  |  |  |  |  |
| **2. Post-secondary Enrollment Activities** |  |  |  |  |  |  |  |
| **College Visits** |  |  |  |  |  |  |  |
| a. Campus visits to 2-year colleges | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| b. Campus visits to 4-year colleges | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| c. College faculty or representatives came to high school classes | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| **Post-secondary Preparatory Coursework** |  |  |  |  |  |  |  |
| d. College entrance exams preparation courses | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| e. Dual enrolled coursework | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| f. AP coursework | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| g. Courses articulate to a 2 or 4-year college program | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| **Academic Support** |  |  |  |  |  |  |  |
| h. Individualized tutoring | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| i. Homework assistance | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| j. Developmental or special education | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| k. Acceleration strategies to get lower-performing students up to speed by graduation | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| **Post-secondary Financial Assistance** |  |  |  |  |  |  |  |
| l. Tuition or financial assistance | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| m. Financial aid planning assistance | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| n. Assistance with FASFA completion | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| **Other Post-secondary Preparation Activities** |  |  |  |  |  |  |  |
| o. Other post-secondary education preparation *(specify)* | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
|  |  |  |  |  |  |  |  |
| **3. Support Services** |  |  |  |  |  |  |  |
| **Financial Support** |  |  |  |  |  |  |  |
| a. Costs related to credential attainment for individual participants, such as certification exam fees | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| b. Fees associated with other tests or exams (for example SAT or ACT) | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| c. School supplies | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| d. Work clothes or uniforms | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| e. Work-related equipment (for example, personal computer) | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| f. Transportation | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| g. Childcare | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| h. Other dependent care (for example, elder care) | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| **Health and Well-being Support** |  |  |  |  |  |  |  |
| i. Health care services/referrals | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| j. Psychological counseling either in-house or as a referral | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| **Support for Special Populations** |  |  |  |  |  |  |  |
| k. Services for English language learners | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| l. Services for students with disabilities | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| m. Services for students from low-income families | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| n. Services for pregnant and parenting students | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| o. Other support service *(specify)* | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
|  |  |  |  |  |  |  |  |

**D. INTEGRATED CURRICULUM**

**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 | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| b. The curriculum and instructional materials in career-related classes were based on industry standards | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| c. Workplace skills were incorporated and assessed | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| d. There were multiple assessments that reflect practices in the career field | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| e. Competency-based assessments were offered | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| **Academic Courses** |  |  |  |  |  |
| f. Coursework reached high levels of English and math (that is, four years in each) | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| g. Graduates of the YCC program were expected to successfully complete the coursework needed to attend 4 year colleges | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| h. Graduates of the YCC program were expected to successfully complete the coursework needed to attend 2 year college or apprenticeship training programs | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| i. Flexibility was provided to students with special needs (for example, ELL, SPED, AP, and IB students) | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| **Career-Technical Courses** |  |  |  |  |  |
| j. There was a distinctive career theme integrated across all the years of the YCC program | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| k. YCC students could demonstrate knowledge of a variety of careers and related educational requirements in the career field | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| l. Career and technical courses were sequenced in a manner that builds technical skills from one year to the next | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| m. The sequence of career and technical course enabled students to obtain skill certifications recognized by employers | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| n. Students took courses that help them enter a career ladder in a  H-1B industry or occupation | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| **Curriculum Integration** |  |  |  |  |  |
| o. Students were shown how their academic subjects relate to each other and apply in the context of adult professional work. | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| p. Students engaged in projects requiring the application of skills from several courses (for example, a senior and/or capstone project) | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| q. Academic courses used examples related to the career theme | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| r. Career-focused classes also taught academic skill building | 1 □ | 2 □ | 3 □ | 4 □ | d □ |

**E. EMPLOYER ENGAGEMENT**

**E. EMPLOYER ENGAGEMENT**

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 | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| b. Assisted with curriculum development and program design | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| c. Provided resources to support education/training | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| d. Actively participated on the program’s advisory board | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| e. Provided program leadership outside the advisory board | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| f. Served as an informal program advisor | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| g. Served as outside grader or reviewer of classroom projects | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| **Workforce Preparation Activities** |  |  |  |  |  |
| h. Provided students with mentors for at least one year | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| i. Provided students with mentors for less than one year | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| j. Provided field trips to employer’s worksite | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| k. Spoke at the school to describe career fields | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| l. Offered job shadowing opportunities | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| m. Provided project learning opportunities at the workplace | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| n. Provided paid internships | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| o. Provided unpaid internships | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| p. Provided registered apprenticeships or pre‑apprenticeships | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| q. Gave hiring preference to students who complete the YCC program | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| r. Engaged historically underrepresented populations such as females and minorities | 1 □ | 2 □ | 3 □ | 4 □ | 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] during the 2014-2015 school year.

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. | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| b. About work expectations for punctuality and the need to adhere to them. | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| c. To dress appropriately for a position and duties. | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| **Workplace Culture and Communication** |  |  |  |  |  |
| d. To speak clearly and communicate effectively—verbally and non-verbally. | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| e. To accept direction, feedback, and constructive criticism with a positive attitude and use information to improve work performance. | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| f. To demonstrate understanding of workplace culture and policy. | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| 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. | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| **Workplace Performance Expectations** |  |  |  |  |  |
| h. To participate fully in a task or project from initiation to completion. | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| i. To meet quality standards at work. | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| j. To exercise sound reasoning and analytical thinking to solve workplace problems | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| k. To relate positively with co-workers and work productively with individuals and in teams. | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| **Technical Skills** |  |  |  |  |  |
| l. To develop career-specific skills needed to enter the field. | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| m. To develop technological (for example, computer) skills. | 1 □ | 2 □ | 3 □ | 4 □ | d □ |

**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 career counselors whose duties were separate from academic counselors. 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 counselor fulfilling both academic and career functions. 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 any type of counselor in [Program Name in School Name] provide the following services during the 2014-2015 school year? 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) | 1 □ | 0 □ | | d □ | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| b. Reviewing and updating a student’s IDP | 1 □ | 0 □ | | d □ | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| c. Helping students identify viable educational and career goals | 1 □ | 0 □ | | d □ | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| d. Providing occupational information based on local labor market conditions | 1 □ | 0 □ | | d □ | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| e. Providing career interest inventories | 1 □ | 0 □ | | d □ | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| f. Assessing students ability to identify and obtain employment in chosen career | 1 □ | 0 □ | | d □ | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| **Educational and Career Goal Planning** |  |  | |  |  |  |  |  |  |
| g. Assisting students to select courses to meet career and educational objectives | 1 □ | 0 □ | | d □ | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| h. Identifying work-based learning experiences to complement career aspirations | 1 □ | 0 □ | | d □ | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| i. Assisting students to select and apply to post-secondary education | 1 □ | 0 □ | | d □ | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| j. Assisting students to select and apply to post-secondary training opportunities | 1 □ | 0 □ | | d □ | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| k. Working with students to determine ways to finance post-secondary education or training | 1 □ | 0 □ | | d □ | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| l. Assisting students with resume preparation or interview skills | 1 □ | 0 □ | | d □ | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| m. Helping with job search and placement | 1 □ | 0 □ | | d □ | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| n. Facilitating a relationship with or identifying resources at the American Job Centers (AJCs) | 1 □ | 0 □ | | d □ | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| **Supporting Special Populations** |  |  | |  |  |  |  |  |  |
| o. Providing for unique needs of students with physical or learning disabilities | 1 □ | 0 □ | | d □ | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| p. Providing for unique needs of English language learners | 1 □ | 0 □ | | d □ | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| q. Encouraging and supporting low-income and underrepresented students to enroll in the YCC program | 1 □ | 0 □ | | d □ | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
| r. Other *(specify)* | 1 □ | 0 □ | | d □ | 1 □ | 2 □ | 3 □ | 4 □ | d □ |
|  |  | |  |  |  |  |  |  |  |

**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 STUDENTS | | | |
|  | YES | NO | DON’T KNOW | ALL | SOME | NONE | DON’T KNOW |
| a. Students complete a capstone course that brings together knowledge learned | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| b. Project-based learning is used in courses | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| c. Students are scheduled to take classes together as a cohort at each grade level | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| d. Teachers are scheduled to work with a specific group of students | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| e. Teachers in a program have a regularly scheduled common planning period | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| f. Students attend a school-within-a-school | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| g. Students attend a separate small school | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| h. Students have a physical space that is only available to them | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
| i. Other characteristics make for a small learning community *(specify)* | 1 □ | 0 □ | d □ | 1 □ | 2 □ | 3 □ | d □ |
|  |  |  |  |  |  |  |  |

**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.**