

**Request for Approval under the  
“Generic Clearance for the Collection of Routine Customer Feedback”  
(OMB Control Number: 1880-0542)**

October 24, 2017

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**TITLE OF INFORMATION COLLECTION:**

National Assessment of Educational Progress (NAEP) NAEPQ Giving Back Website 2018 Focus Groups

**PURPOSE:**

The National Assessment of Educational Progress (NAEP) is a federally authorized survey by the National Assessment of Educational Progress Authorization Act (20 U.S.C. §9622) of student achievement at grades 4, 8, and 12 in various subject areas, such as mathematics, reading, writing, science, U.S. history, civics, geography, economics, and the arts. NAEP is conducted by the National Center for Education Statistics (NCES), which is part of the Institute of Education Sciences, within the U.S. Department of Education. NAEP’s primary purpose is to assess student achievement in the different subject areas and collect survey questionnaire (i.e., non-cognitive) data from students, teachers, and principals to provide context for the reporting and interpretation of assessment results. Since 1969, the National Assessment of Educational Progress (NAEP) has been a major part of the country’s fabric of reporting on what students know and can do and, since 1969, there has been a growing need for innovative reporting geared toward teachers and schools. To better meet the needs of these constituencies, NAEP developed the NAEPQ Giving Back Tool as a way to “give back” useful information and activities to engage teachers and schools in NAEP results. In 2015, NAEP launched an interactive website that provides interested teachers and schools an opportunity to access preliminary NAEP teacher and school survey questionnaire results as a way to “give back” to them for participating in NAEP. Upgrades to the site were made in 2017, and additional minor changes were made in 2018. However, the number of teachers and schools that request access, and then go to the website to create reports remains low. The goal of this study is to employ focus groups to gain insight about why the usage remains low and to learn from teachers and school principals about the type of NAEP data that would be of greatest value to them. The results of the focus groups will be used to determine useful information and activities to engage teachers and schools in NAEP results and to determine the value of the current Giving Back website.

**DESCRIPTION OF RESPONDENTS:**

A total of eighteen K-12 teachers and school principals will be recruited to participate in one of three focus groups.

**TYPE OF COLLECTION:** (Check one)

- |  |  |
|--|--|
| <input type="checkbox"/> Customer Comment Card/Complaint Form          | <input type="checkbox"/> Customer Satisfaction Survey      |
| <input type="checkbox"/> Usability Testing (e.g., Website or Software) | <input type="checkbox"/> Small Discussion Group            |
| <input checked="" type="checkbox"/> Focus Group                        | <input type="checkbox"/> Other: <u>Respondent Feedback</u> |

**CERTIFICATION:**

I certify the following to be true:

1. The collection is voluntary.
2. The collection is low-burden for respondents and low-cost for the Federal Government.
3. The collection is non-controversial and does not raise issues of concern to other federal agencies.
4. The results are not intended to be disseminated to the public.
5. Information gathered will not be used for the purpose of substantially informing influential policy decisions.
6. The collection is targeted to the solicitation of opinions from respondents who have experience with the program or may have experience with the program in the future.

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**Personally Identifiable Information:**

- 1. Is personally identifiable information (PII) collected?  Yes  No
- 2. If Yes, is the information that will be collected included in records that are subject to the Privacy Act of 1974?  Yes  No
- 3. If Applicable, has a System or Records Notice been published?  Yes  No

**Gifts or Payments:**

Is an incentive (e.g., money or reimbursement of expenses, token of appreciation) provided to participants?  Yes  No

**BURDEN HOURS**

<b>Respondent Type</b>	<b>Number of Respondents</b>	<b>Number of Responses</b>	<b>Burden Hours per Respondent</b>	<b>Total Hours</b>
K-12 teachers and school principals	120	192	0.22395833	43
<b>Total</b>	<b>120</b>	<b>192</b>		<b>43</b>

**FEDERAL COST:** The estimated annual cost to the Federal government is \$89,326.

**The selection of your targeted respondents**

- 1. Do you have a customer list or something similar that defines the universe of potential respondents and do you have a sampling plan for selecting from this universe?  
 Yes  No

See description above, under Description of Respondents.

**Administration of the Instrument**

- 1. How will you collect the information? (Check all that apply)
  - Web-based or other forms of Social Media
  - Telephone
  - In-person and via WebEx
  - Mail
  - Other, Explain E-mail
- 2. Will interviewers or facilitators be used?  Yes  No