

NATIONAL CENTER FOR EDUCATION STATISTICS (NCES)

Attachments I-IV

Recruitment Materials, Screeners, Consents, Protocol

***High School and Beyond 2020 (HS&B:20) Base-Year
Cognitive and Usability Testing Round 2***

OMB# 1850-0803 v.252

August 2019

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Attachment I

Recruitment Procedures and Contacting Materials

Appendix A: Recruitment Email/Letter to High School Staff (Generic and Specific)

IF SENT AS EMAIL-Subject: Paid Research Study Opportunity

<DATE>

Hello <FIRSTNAME>,

The U.S. Department of Education's National Center for Education Statistics (NCES) has contracted EurekaFacts, a social science research firm, to administer an important study. Become part of the High School and Beyond 2020 (HS&B:20) study, which looks at how students progress through high school to postsecondary education and/or into the workforce.

<[For Designees] An administrator at your school has named you as a potential staff member who is eligible to participate in a voluntary research interview. >

We need your help. We are looking for <[For generic] high school teachers and staff who work with high schoolers; [For specific] <principals at schools with 9th grade; counselors who work with high schoolers; or 9th-grade math teachers>> to participate in a voluntary research interview.

You will receive a **\$50 gift card** from a major credit card company at the end of the interview session as a thank you for your participation.

Your interview will last no more than <30/60 minutes> and can be scheduled at your convenience. Early mornings, after school and weekend times are available. Some of the interviews will be held at the EurekaFacts office in Rockville, MD, some may occur at your school, and others may be conducted through a phone interview.

During the interview, you will complete a set of survey questions and be asked how you interpreted each question and how you came up with your answers. Because we care about your privacy, we will assign you a unique identifier (ID) and your responses will be kept separately from your name.¹ <[For Designees] Furthermore, your responses will not be shared with anybody from your school, including the administrator who identified you as a potentially eligible staff member.>

By participating in this research interview, you will help evaluate questions for the HS&B:20 study. You will help NCES collect data on students' opportunities in high school. These data may benefit future students' lives as young adults!

If you are interested in participating, please complete the HS&B:20 study screener <URL/LINK TO INTAKE FORM> to determine your eligibility.

You can learn more about the HS&B:20 study from the FAQ page <insert link> and flyer <insert link>. Please call <CONTACT PHONE> or email <CONTACT EMAIL> with any questions regarding this project.

We look forward to speaking with you soon!

Sincerely,

<CONTACT NAME>

<JOB TITLE>

¹ All of the information provided may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Though sessions are audio and video recorded for analysis, no personally identifying information will be recorded. NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

EurekaFacts, LLC
<CONTACT PHONE>

<*If mailed*> ENCLOSED: Flyer and Frequently Asked Questions (FAQ)>

Appendix B: Recruitment Email/Letter to 9th-Grade Student and Parent Pairs

IF SENT AS EMAIL-Subject: Paid Research Study Opportunity

<DATE>

Hello <FIRSTNAME>,

The U.S. Department of Education's National Center for Education Statistics (NCES) has contracted EurekaFacts, a social science research firm, to administer an important study. Become part of the High School and Beyond 2020 (HS&B:20) study, which looks at how students progress through high school to postsecondary education and/or into the workforce.

We need your help. We are looking for 9th-grade students and one of their parents/guardians to participate in research interviews. Students will provide feedback about survey and test questions in a 90-minute interview, and parents/guardians will provide feedback about survey questions in a separate 60-minute interview.

The participating student will receive a **\$35 gift card** from a major credit card company at the end of the session as a thank you for participating. The parent or legal guardian who participates will receive a **\$50 gift card** as a thank you for their time and effort.

Both interview sessions will take place at the same time at the EurekaFacts office in Rockville, MD, and can be scheduled at a time that works best for you. Afternoon and weekend times are available.

During the interview, participants will complete a set of questions and be asked how they interpreted each question and how they came up with their answers. Because we care about you and your student's privacy, we will assign each participant a unique identifier (ID). Participants' names will not be linked to their answers.¹

By participating in these research interviews, you and your student will help evaluate questions for the HS&B:20 study. You will help NCES collect data on students' opportunities in high school. These data may benefit future students' lives as young adults!

If you are interested in participating, please complete the HS&B:20 study screener <URL/LINK TO INTAKE FORM> to determine your eligibility.

You can learn more about the HS&B:20 study from the FAQ page <insert link> and flyer <insert link>. Please call <CONTACT PHONE> or email <CONTACT EMAIL> with any questions regarding this project.

We look forward to speaking with you soon!

Sincerely,

<CONTACT NAME>

<JOB TITLE>

EurekaFacts, LLC

<CONTACT PHONE>

<[If mailed] ENCLOSED: Flyer and Frequently Asked Questions (FAQ)>

¹ All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Though sessions are audio recorded and may be video recorded for analysis, no personally identifying information will be recorded. NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

Appendix C: Recruitment Email/Letter to Parents of Teenagers (under 18)

IF SENT AS EMAIL-Subject: Paid Research Study Opportunity

<DATE>

Hello <FIRSTNAME>,

The U.S. Department of Education's National Center for Education Statistics (NCES) has contracted EurekaFacts, a social science research firm, to administer an important study. Become part of the High School and Beyond 2020 (HS&B:20) study, which looks at how students progress through high school to postsecondary education and/or into the workforce.

We need your help. We are looking for <<17- and 18-year-olds who are not enrolled in high school and have not completed 12th grade/17- and 18-year-olds who have graduated high school early/high school students whose second language is English/12th-graders>> to participate in research interviews. Participants will provide feedback about test questions in a 30-minute interview.

Participants will receive a **\$25 gift card** from a major credit card company at the end of the session as a thank you for participating. Any parent or legal guardian who provides transportation to and from the interview will also receive a **\$25 gift card** as a thank you for their assistance.

The interview session will take place at the EurekaFacts office in Rockville, MD, and can be scheduled at a time that works best for you. Afternoon and weekend times are available.

During the interview, participants will complete a set of questions and be asked how they interpreted each question and how they came up with their answers. Because we care about your teenager's privacy, we will assign each participant a unique identifier (ID). Participants' names will not be linked to their answers.¹

By participating in this research interview, your teen will help evaluate questions for the HS&B:20 study. They will help NCES collect data on students' opportunities in high school. These data may benefit future students' lives as young adults!

If your teenager is interested in participating, please complete the HS&B:20 study screener <URL/LINK TO INTAKE FORM> on their behalf to determine their eligibility.

You can learn more about the HS&B:20 study from the FAQ page <insert link> and flyer <insert link>. Please call <CONTACT PHONE> or email <CONTACT EMAIL> with any questions regarding this project.

We look forward to speaking with you soon!

Sincerely,

<CONTACT NAME>

<JOB TITLE>

EurekaFacts, LLC

<CONTACT PHONE>

<[If mailed] ENCLOSED: Flyer and Frequently Asked Questions (FAQ)>

¹ All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Though sessions are audio recorded and may be video recorded for analysis, no personally identifying information will be recorded. NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

Appendix D: Recruitment Email/Letter to Teenagers (18 years old)

IF SENT AS EMAIL-Subject: Paid Research Study Opportunity

<DATE>

Hello <FIRSTNAME>,

The U.S. Department of Education's National Center for Education Statistics (NCES) has contracted EurekaFacts, a social science research firm, to administer an important study. Become part of the High School and Beyond 2020 (HS&B:20) study, which looks at how students progress through high school to postsecondary education and/or into the workforce.

We need your help. We are looking for <<18-year-olds who are not enrolled in high school and have not completed 12th grade/18-year-olds who have graduated high school early/high school students whose second language is English/12th-graders>> to participate in research interviews. Participants will provide feedback about test questions in a 30-minute interview.

You will receive a **\$25 gift card** from a major credit card company at the end of the session as a thank you for participating. Any parent or legal guardian who provides transportation to and from the interview will also receive a **\$25 gift card** as a thank you for their assistance.

The interview session will take place at the EurekaFacts office in Rockville, MD, and can be scheduled at a time that works best for you. Afternoon and weekend times are available.

During the interview, you will complete a set of questions and be asked how you interpreted each question and how you came up with your answers. Because we care about your privacy, we will assign you a unique identifier (ID) and your responses will be kept separately from your name.¹

By participating in this research interview, you will help evaluate questions for the HS&B:20 study. You will help NCES collect data on students' opportunities in high school. These data may benefit future students' lives as young adults!

If you are interested in participating, please complete the HS&B:20 study screener <URL/LINK TO INTAKE FORM> to determine your eligibility.

You can learn more about the HS&B:20 study from the FAQ page <insert link> and flyer <insert link>. Please call <CONTACT PHONE> or email <CONTACT EMAIL> with any questions regarding this project.

We look forward to speaking with you soon!

Sincerely,

<CONTACT NAME>

<JOB TITLE>

EurekaFacts, LLC

<CONTACT PHONE>

<[If mailed] ENCLOSED: Flyer and Frequently Asked Questions (FAQ)>

¹ All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Though sessions are audio recorded and may be video recorded for analysis, no personally identifying information will be recorded. NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

Appendix E: Recruitment Email/Letter to Schools/Educational Professional Organizations

IF SENT AS EMAIL-Subject: Paid Research Study Opportunity

<DATE>

Hello <FIRSTNAME>,

The U.S. Department of Education's National Center for Education Statistics (NCES) has contracted EurekaFacts, a social science research firm, to administer an important study. Become part of the High School and Beyond 2020 (HS&B:20) study, which looks at how students progress through high school to postsecondary education and/or into the workforce.

As <a high school, a school that works with students in grades 9-12, an organization that serves educational professionals,> we need your help. We are looking for high school principals, counselors, and teachers to participate in a voluntary research interview to provide feedback about survey questions. The interviews will last no more than <30/60> minutes, with in-person or telephone interviews possible at a time convenient for the participant. Early morning, after school and weekend times are available.

Participants will receive a **\$50 gift card** from a major credit card company at the end of the session as a thank you for their participation.

During the interview, participants will complete a set of survey questions and be asked how they interpreted each question and how they came up with their answers. Participants' names will not be linked to their answers.¹

This study is crucial to improving students' opportunities in high school and benefiting their lives as young adults. As we aim to improve the questions used in this study, feedback from education professionals will help NCES revise the survey. Their input will help make the final survey clearer and more easily understood, before it is answered by thousands of other individuals across the country.

You can play a key role in making sure that other education professionals in your field will be heard! Please let <your faculty, your members, or those you serve> know how they can become involved in this important study. Please share the study flyer <insert link> electronically or by printing and posting it for everyone to see.

If your <faculty/members> are interested in participating, they can complete the HS&B:20 study screener <URL/LINK TO INTAKE FORM> to determine their eligibility.

You can learn more about the HS&B:20 study from the FAQ page <insert link>. We appreciate your consideration of this request and invite you to please call <CONTACT PHONE> or email <CONTACT EMAIL> with any questions regarding this project.

We look forward to speaking with you soon!

Sincerely,

<CONTACT NAME>

<JOB TITLE>

EurekaFacts, LLC

<CONTACT PHONE>

¹ All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Though sessions are audio and video recorded for analysis, no personally identifying information will be recorded. NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

<*If mailed*> ENCLOSED: Flyer and Frequently Asked Questions (FAQ)>

Appendix F: Recruitment Email/Letter to Youth/Community Organizations (Student/Parent Pairs)

IF SENT AS EMAIL-Subject: Paid Research Study Opportunity

<DATE>

Hello <FIRSTNAME>,

The U.S. Department of Education's National Center for Education Statistics (NCES) has contracted EurekaFacts, a social science research firm, to administer an important study. Become part of the High School and Beyond 2020 (HS&B:20) study, which looks at how students progress through high school to postsecondary education and/or into the workforce.

Because your organization plays an active role in the lives of high school students and their parents, **we need your help**. We are looking for 9th-grade students and one of their parents/guardians to participate in voluntary research interviews. Students will provide feedback about survey and test questions in a 90-minute interview, and parents/guardians will provide feedback about survey questions in a separate 60-minute interview. Both interview sessions will take place at the same time at the EurekaFacts office in Rockville, MD, and can be scheduled at a time convenient for the participants. Afternoon and weekend times are available.

Students will receive a **\$35 gift card** from a major credit card company at the end of the session as a thank you for participating. The parent or legal guardian who participates will receive a **\$50 gift card** as a thank you for their time and effort.

During the interview, participants will complete a set of questions and will be asked how they interpreted each question and how they came up with their answers. Participants' names will not be linked to their answers.¹

This study is crucial to understanding students' opportunities in high school and may benefit future students' lives as young adults. As we aim to improve the questions used in this study, feedback from students and parents will help NCES revise the survey and tests. Their input will help make the final survey and tests clearer and more easily understood, before they are answered by thousands of other individuals across the country.

You can play a key role in making sure that student voices in your area will be heard! Please let <your members, your clients, or those you serve> know how they can become involved in this important study. Please share the study flyer <insert link> electronically or by printing and posting it for everyone to see.

If your <members/clients> are interested in participating, parents can complete the HS&B:20 study screener <URL/LINK TO INTAKE FORM> to determine their eligibility.

You can learn more about the HS&B:20 study from the FAQ page <insert link>.

We appreciate your consideration of this request and invite you to please call <CONTACT PHONE> or email <CONTACT EMAIL> with any questions regarding this project.

We look forward to speaking with you soon!

Sincerely,

¹ All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Though sessions are audio recorded and may be video recorded for analysis, no personally identifying information will be recorded. NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

<CONTACT NAME>
<JOB TITLE>
EurekaFacts, LLC
<CONTACT PHONE>

<[*If mailed*] ENCLOSED: Flyer and Frequently Asked Questions (FAQ)>

Appendix G: Recruitment Email/Letter to Youth/Community Organizations (Teenagers/ESL Students)

IF SENT AS EMAIL-Subject: Paid Research Study Opportunity

<DATE>

Hello <FIRSTNAME>,

The U.S. Department of Education's National Center for Education Statistics (NCES) has contracted EurekaFacts, a social science research firm, to administer an important study. Become part of the High School and Beyond 2020 (HS&B:20) study, which looks at how students progress through high school to postsecondary education and/or into the workforce.

Because your organization plays an active role in the lives of your community's youth, **we need your help**. We are looking for 17- and 18-year-olds who are not enrolled in high school and have not completed 12th grade, 17- and 18-year-olds who have graduated high school early, high school students whose second language is English, as well as 12th-graders to participate in research interviews. Participants will provide feedback about test questions in a 30-minute interview. Interview sessions will take place at the EurekaFacts office in Rockville, MD, and can be scheduled at a time convenient for the participants. Afternoon and weekend times are available.

Participants will receive a **\$25 gift card** from a major credit card company at the end of the session as a thank you for participating. Any parent or legal guardian who provides transportation to and from the interview will also receive a **\$25 gift card** as a thank you for their assistance.

During the interview, participants will complete a set of questions and be asked how they interpreted each question and how they came up with their answers. Participants' names will not be linked to their answers.¹

This study is crucial to understanding students' opportunities in high school and may benefit future students' lives as young adults. As we aim to improve the questions used in this study, feedback from community youths will help NCES revise the tests. Their input will help make the final tests clearer and more easily understood, before they are answered by thousands of other individuals across the country.

You can play a key role in making sure that young voices in your area will be heard! Please let <your members, your clients, or those you serve> know how they can become involved in this important study. Please share the study flyer <insert link> electronically or by printing and posting it for everyone to see.

If your <members/clients> are interested in participating, parents can complete the HS&B:20 study screener <URL/LINK TO INTAKE FORM> to determine the eligibility of their teenager(s) and 18-year-olds can determine their own eligibility.

You can learn more about the HS&B:20 study from the FAQ page <insert link>.

We appreciate your consideration of this request and invite you to please call <CONTACT PHONE> or email <CONTACT EMAIL> with any questions regarding this project.

We look forward to speaking with you soon!

Sincerely,

¹ All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Though sessions are audio recorded and may be video recorded for analysis, no personally identifying information will be recorded. NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

<CONTACT NAME>
<JOB TITLE>
EurekaFacts, LLC
<CONTACT PHONE>

<*If mailed*> ENCLOSED: Flyer and Frequently Asked Questions (FAQ)>

EDUCATION PAID STUDY FOR 10TH GRADE High School Students & Teenagers

The Department of Education's National Center for Education Statistics (NCES) needs teenagers to evaluate survey and/or test questions for the High School and Beyond 2020 study. Parents may also evaluate survey questions.

We especially want to hear from:

- Parents and their 9th-grade students
- 12th-grade students
- 17- and 18-year-olds not enrolled in school
- Non-native English speakers

Individual interview sessions last 30, 60 or 90 minutes.

Teenagers will receive a \$25 or \$35 gift card depending on their time commitment.

Parents will receive a \$25 gift card for transportation or a \$50 gift card for participation.

For more information or to register, please scan the QR code, call us at (240) 345-9760, or visit our website:

<LINK>

About EurekaFacts

We are an organization dedicated to conducting research that positively impacts our communities. Our mission is to support and empower organizations working towards a better future.

For more information, please go to: www.EurekaFacts.com



ISO Certified to International Quality Standard 20252 market, public opinion and social research

PAID RESEARCH STUDY

\$50 GIFT CARD

We want opinions from

Principals

Counselors

Math Teachers

Who work with High School Students

The Department of Education's National Center for Education Statistics (NCES) needs your help evaluating survey questions for the High School and Beyond 2020 study.

In-person or telephone interview sessions are available and last up to one hour. Participants will receive a \$50 gift card.

For more information or to register, please call us at

<PHONE NUMBER>, or go to our website:

<LINK>



About EurekaFacts

We are an organization dedicated to conducting research that positively impacts our communities. Our mission is to support and empower organizations working towards a better future.

For more information, please go to: www.EurekaFacts.com



ISO Certified to International
Quality Standard 20252
market, public opinion and
social research

Appendix J: Confirmation Email for 9th-Grade Student and Parent Pairs

Subject: Confirmation for NCEs Research Interview Study

<DATE>

Dear <NAME>:

Thank you for agreeing to participate along with your student in this voluntary research interview to provide feedback on questions for the National Center for Education Statistics (NCEs). The session will last up to 90 minutes for your teenager and 60 minutes for you.

This is a confirmation that your interview has been scheduled at the following location, date, and time:

LOCATION: <ADDRESS>

DATE: Day of Week, Month Day, Year

TIME: XX:XX AM/PM

GIFT CARD: At the conclusion of the session your teenager will receive a **\$35 gift card** from a major credit card company as a thank you for participating. As the parent or legal guardian who participates, you will receive a **\$50 gift card** as a thank you for your time and effort.

PLEASE READ THE FOLLOWING INSTRUCTIONS:

Please bring the following to your interview:

- Your valid picture ID – this is required for participation.
- Signed consent forms (attached), if not we have copies available in person when you arrive.
- A computer, tablet, or smartphone to use to complete the parent survey. If needed, we can provide one.
- If you or your teenager use eyeglasses for reading or watching TV, then they should be worn during the interview session.

We look forward to speaking with you and your teenager. If you have any questions or concerns, please contact <CONTACT NAME> at <CONTACT INFORMATION>.

<CONTACT NAME>

EurekaFacts, LLC

<CONTACT INFORMATION >

ATTACHED: Consent Forms (See Attachment III)

Appendix K: Confirmation Email for Teenagers (18-years-old)

Subject: Confirmation for NCEs Research Interview Study

<DATE>

Dear <NAME>:

Thank you for agreeing to participate in this voluntary research interview to provide feedback on questions for the National Center for Education Statistics (NCEs). The session will last 30 minutes.

This is a confirmation that your interview has been scheduled at the following location, date, and time:

LOCATION: <ADDRESS>

DATE: Day of Week, Month Day, Year

TIME: XX:XX AM/PM

GIFT CARD: At the conclusion of the session you will receive a **\$25 gift card** from a major credit card company as a thank you for participating. Any parent or legal guardian who provides transportation to and from the study will also receive a **\$25 gift card** as a thank you for their time and effort.

PLEASE READ THE FOLLOWING INSTRUCTIONS:

Please bring the following to your interview:

- Your valid picture ID – this is required for participation.
- Signed consent form (attached), if not we have copies available in person when you arrive.
- If you use eyeglasses for reading or watching TV, you should wear them during the interview session.

We look forward to speaking with you. If you have any questions or concerns, please contact <CONTACT NAME> at <CONTACT INFORMATION>.

<CONTACT NAME>

EurekaFacts, LLC

<CONTACT INFORMATION >

ATTACHED: Consent Form (See Attachment III)

Appendix L: Confirmation Email for Parents of Teenagers (under 18)

Subject: Confirmation for NCEs Research Interview Study

<DATE>

Dear <NAME>:

Thank you for allowing your teenager to participate in this voluntary research interview to provide feedback on questions for the National Center for Education Statistics (NCEs). The session will last 30 minutes.

This is a confirmation that their interview has been scheduled at the following location, date, and time:

LOCATION: <ADDRESS>

DATE: Day of Week, Month Day, Year

TIME: XX:XX AM/PM

GIFT CARD: At the conclusion of the session your teen will receive a **\$25 gift card** from a major credit card company as a thank you for participating. Any parent or legal guardian who provides transportation to and from the study will also receive a **\$25 gift card** as a thank you for their time and effort.

PLEASE READ THE FOLLOWING INSTRUCTIONS:

Please inform your teenager to bring the following to their interview:

- Their valid picture ID –if available.
- Signed consent form (attached), if not we have copies available in person when you arrive.
- If they use eyeglasses for reading or watching TV, they should wear them during the interview session.

We look forward to speaking with you. If you have any questions or concerns, please contact <CONTACT NAME> at <CONTACT INFORMATION>.

<CONTACT NAME>

EurekaFacts, LLC

<CONTACT INFORMATION >

ATTACHED: Consent Form (See Attachment III)

Appendix M: Confirmation Email for High School Staff (In-person)

Subject: Confirmation for NCES Research Interview Study

<DATE>

Dear <NAME>:

Thank you for agreeing to participate in this voluntary research interview to provide feedback on questions for the National Center for Education Statistics (NCES). The session will last up to <30/60> minutes.

This is a confirmation that your interview has been scheduled at the following location, date, and time:

LOCATION: <ADDRESS>

DATE: Day of Week, Month Day, Year

TIME: XX:XX AM/PM

GIFT CARD: At the conclusion of the session you will receive a **\$50 gift card** from a major credit card company as a thank you for participating.

PLEASE READ THE FOLLOWING INSTRUCTIONS:

Please bring the following to your interview:

- Your valid picture ID – this is required for participation.
- Signed consent form (attached), if not we have copies available in person when you arrive.
- A computer, tablet, or smartphone to use to complete the survey. If needed, we can provide one.
- If you use eyeglasses for reading or watching TV, you should wear them during the interview session.

We look forward to speaking with you. If you have any questions or concerns, please contact <CONTACT NAME> at <CONTACT INFORMATION>.

<CONTACT NAME>

EurekaFacts, LLC

<CONTACT INFORMATION >

ATTACHED: Consent Form (See Attachment III)

Appendix N: Confirmation Email for High School Staff (Remote)

Subject: Confirmation for NCES Research Interview Study

<DATE>

Dear <NAME>:

Thank you for agreeing to participate in this voluntary research interview to provide feedback on questions for the National Center for Education Statistics (NCES). The session will last up to <30/60> minutes.

This is a confirmation that your interview has been scheduled at the following location, date, and time:

LOCATION: The interview will take place <<via phone, virtually>>. You will be called on your preferred contact number at <PHONE NUMBER>. Please be in a private location with access to the internet and a computer, tablet, or smartphone to use to complete the survey.

DATE: **Day of Week, Month Day, Year**

TIME: **XX:XX AM/PM <TIMEZONE>**

GIFT CARD: Within 10 business days of the conclusion of the session you will be emailed a **\$50 e-gift card** from a major credit card company as a thank you for participating.

Survey Link: <INSERT UNIQUE URL>

Survey Log-in Username:

Survey Log-in Password:

PLEASE READ THE FOLLOWING INSTRUCTIONS:

Please use these directions below for conducting your remote interview:

- Please be in a quiet private location with good quality phone service and internet access. You will need a computer, tablet, or smartphone.
- Open the consent form, type your name and date, save it. Please reply all to the email to attach it and send it to us. You will have to return your electronically signed consent form before starting the interview.
- Open the survey link, but please do not begin working on the survey until instructed.
- Be ready to answer the phone when the interviewer calls you at the start time.

We look forward to speaking with you. If you have any questions or concerns, please contact <CONTACT NAME> at <CONTACT INFORMATION>.

<CONTACT NAME>

EurekaFacts, LLC

<CONTACT INFORMATION >

ATTACHED: Consent Form (See Attachment III)

Appendix O: EurekaFacts Confirmation Phone Script 9th-Grade Student and Parent Pairs

Hello. I'm calling about a research session with EurekaFacts. May I please speak to <NAME>?

Good morning/afternoon/evening. My name is <NAME> and I'm calling from EurekaFacts about your and your teenager's scheduled interview session that we are administering on behalf of the U.S. Department of Education's National Center for Education Statistics (NCES). We are pleased that you and your teenager have agreed to participate in this study. This is a reminder that we have scheduled the session for <TIME> on <DATE>.

The session will last no more than 90 minutes for your teenager and 60 minutes for you. It will take place at our office at <ADDRESS>.

During the interview your teenager will be asked to provide feedback on survey and test questions, and you will be asked to provide feedback on survey questions for the High School and Beyond 2020 study for NCES. The interviewer will ask follow-up questions about how you and your teenager interpreted each question and came up with each answer. All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

At the conclusion of the session your student will receive a \$35 gift card from a major credit card company as a thank you for participating. The parent or legal guardian who participates will receive a \$50 gift card as a thank you for their time and effort.

Do you have any questions at this time? <Answer any questions.>

We plan on speaking with you at <TIME> on <DATE>. If you have any questions before then, please call <PHONE NUMBER>.

Thank you again for agreeing to be part of this very important study.

Appendix P: EurekaFacts Confirmation Phone Script High School Staff (In-Person)

Hello. I'm calling about a research session with EurekaFacts. May I please speak to <NAME>?

Good morning/afternoon/evening. My name is <NAME> and I'm calling from EurekaFacts about your scheduled interview session that we are administering on behalf of the U.S. Department of Education's National Center for Education Statistics (NCES). We are pleased that you have agreed to participate in this study. This is a reminder that we have scheduled the session for <TIME> on <DATE>.

The session will last no more than <30/60> minutes. It will take place at our office at <ADDRESS>.

During the interview you will be asked to provide feedback on survey questions for the High School and Beyond 2020 study for NCES. The interviewer will ask follow-up questions about how you interpreted each question and came up with your answers. All of the information you provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

At the conclusion of the session you will receive a \$50 gift card from a major credit card company as a thank you for participating.

Do you have any questions at this time? <Answer any questions.>

We plan on speaking with you at <TIME> on <DATE>. If you have any questions before then, please call <PHONE NUMBER>.

Thank you again for agreeing to be part of this very important study.

Appendix Q: EurekaFacts Confirmation Phone Script (Adult Participants/Parents of Underage Participants)

Hello. I'm calling about a research session with EurekaFacts. May I please speak to <NAME>?

Good morning/afternoon/evening. My name is <NAME> and I'm calling from EurekaFacts about <you, your teenager's> scheduled interview session that we are administering on behalf of the U.S. Department of Education's National Center for Education Statistics (NCES). We are pleased that <you have, your teenager has> agreed to participate in this study. This is a reminder that we have scheduled the session for <TIME> on <DATE>.

The session will last no more than 30 minutes for <you, your teenager>. It will take place at our office at <ADDRESS>.

During the interview <you, your teenager> will be asked to provide feedback on test questions for the High School and Beyond 2020 study for NCES. The interviewer will ask follow-up questions about how <you, your teenager> interpreted each question and came up with <your, their> answers. All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

At the conclusion of the session <you, your teenager> will receive a \$25 gift card from a major credit card company as a thank you for participating. Any parent or legal guardian who provides transportation to and from the study will also receive a \$25 gift card as a thank you for their time and effort.

Do you have any questions at this time? <Answer any questions.>

We plan on speaking with <you, your teenager> at <TIME> on <DATE>. If <you, you or your teenager> have any questions before then, please call <PHONE NUMBER>.

Thank you again for <agreeing, allowing your teenager> to be part of this very important study.

Appendix R: EurekaFacts Confirmation Phone Script High School Staff (Remote)

Hello. I'm calling about a research session with EurekaFacts. May I please speak to <NAME>?

Good morning/afternoon/evening. My name is <NAME> and I'm calling from EurekaFacts about your scheduled interview session that we are administering on behalf of the U.S. Department of Education's National Center for Education Statistics (NCES). We are pleased that you have agreed to participate in this study. This is a reminder that we have scheduled the session for <TIME INCLUDING TIMEZONE IF NOT EST> on <DATE>.

The session will last no more than <30/60> minutes. It will take place <remotely via telephone, virtually> and all necessary materials and instructions will be sent to your email. Is the best email address for you still <EMAIL>? Is the best phone number for you still <PHONE>? Do you have an alternate or a back-up number you would like us to try in case we are unable to reach you on <PHONE>? IF YES, RECORD ALTERNATE PHONE NUMBER.

During the interview you will be asked to provide feedback on survey questions for the High School and Beyond 2020 study for NCES. The interviewer will ask follow-up questions about how you interpreted each question and came up with your answers. All of the information you provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

Within 10 business days of the conclusion of the session you will be emailed a \$50 e-gift card from a major credit card company as a thank you for participating.

Do you have any questions at this time? <Answer any questions.>

We plan on speaking with you at <TIME INCLUDING TIMEZONE > on <DATE>. If you have any questions before then, please call <PHONE NUMBER>.

Thank you again for agreeing to be part of this very important study.

Appendix S: EurekaFacts Confirmation Text Message (SMS) Script

Appointment Reminder:

Scheduled interview session on behalf of the U.S. Department of Education's National Center for Education Statistics (NCES). <TIME INCLUDING TIMEZONE IF NOT EST> on <DATE>.

Call <PHONE NUMBER> if you cannot keep this appt.

Appendix T: Frequently Asked Questions (FAQs) for 9th-Grade Student and Parent Pairs

Frequently Asked Questions (FAQs) High School and Beyond 2020 (HS&B:20) Study

1. What is this study about?

On behalf of the U.S. Department of Education's National Center for Education Statistics (NCES), EurekaFacts, a research company based in Rockville, MD, is administering interviews with 9th-grade students and one of their parents/legal guardians to evaluate some questions for the High School and Beyond 2020 (HS&B:20) study. This study looks at how students progress through high school to postsecondary education and/or into the workforce. Each participant's feedback will help NCES improve the questions, so they are clear and can be easily understood and answered by thousands of other individuals across the country.

2. Where will the research interview take place?

For your convenience, both interviews will be conducted at the same time at the EurekaFacts office at <ADDRESS>. Though interviews will happen at the same time, the parent and student will be interviewed separately.

3. What will happen during the research interview?

During the interview, students will complete a set of survey and test questions, and parents/guardians will complete a set of survey questions. Participants will be asked how they interpreted each question and how they came up with each answer. These follow-up questions will focus on the participant's understanding of the questions. All interviews will be audio recorded and may be video recorded and will include a screen recording.

4. Will information be kept private?

Each participant will be assigned a unique identifier (ID), and their name will not be linked to their answers. All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Audio and any video from the session will be recorded only for analysis. NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

5. How long will the research interview last and when will it take place?

The student interview will last no more than 90 minutes, and the parent interview will last no more than 60 minutes. Interviews will only require one visit to our office and can be scheduled at your convenience.

6. Will the results go to the participant's school or place of work?

Participants' responses will not be disclosed to their school or place of work and will not be linked to any personally identifiable information. Responses will not be graded.

7. Is there an incentive for participating?

Yes. The student will receive a **\$35 gift card** from a major credit card company at the end of the session as a thank you for participating. The parent or legal guardian who participates in the corresponding interview will receive a **\$50 gift card** as a thank you for their time and effort.

8. What are the possible risks of being in the study?

There are no known risks to participating in this voluntary study.

9. Who can I contact with questions or for further information?

If you have any questions about the study, you can call <NAME>, the <TITLE> at <CONTACT PHONE>. If you have questions about your rights as a study participant, you can call the EurekaFacts' Office of Research Protection at <PHONE NUMBER> (a toll-free number).

10. Can participation end early?

Participation in this study is completely voluntary. The participant has the right to refuse to answer particular questions. The participant may elect to withdraw from this study at any time and can leave the interview early if they wish.

Appendix U: Frequently Asked Questions (FAQs) for High School Staff (In-person and Remote)

Frequently Asked Questions (FAQs) High School and Beyond 2020 (HS&B:20) Study

1. What is this study about?

On behalf of the U.S. Department of Education's National Center for Education Statistics (NCES), EurekaFacts, a research company based in Rockville, MD, is administering interviews with principals, select school staff designated by principals, high school counselors, and 9th-grade math teachers employed in public, private and charter schools to evaluate some survey questions for the High School and Beyond 2020 (HS&B:20) study. This study looks at how students progress through high school to postsecondary education and/or into the workforce. Each participant's feedback will help NCES improve the survey questions, so they are clear and can be easily understood and answered by thousands of other individuals across the country.

2. Where will the research interview take place?

Some interviews will be conducted locally at the EurekaFacts office at <ADDRESS>. Additionally, school staff have the option to participate remotely.

3. What will happen during the research interview?

During the interview, participants will be asked to provide feedback on survey questions. The interviewer will ask how they interpreted each question and how they came up with each answer. These follow-up questions will focus on the participant's understanding of the questions. All interviews will be audio and video recorded and will include a screen recording and an image of the respondent's face.

4. Do I need to do anything special for the remote interviews?

For remote interviews, the participant will need to have a good cellular or landline connection, access to the internet, and a computer, tablet, or smartphone to use to complete the survey. The participant will also need access to a quiet private space where the participant can engage in the interview for its duration. The participant will need to return their electronically signed consent form prior to the start of the interview. All instructions will be provided in a confirmation email.

5. Will information be kept private?

Each participant will be assigned a unique identifier (ID), and their name will not be linked to their answers. All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Audio and video from the session will be recorded only for analysis. NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

6. How long will the research interview last and when will it take place?

The interview will last no more than <30/60> minutes. Interviews will only require one session and can be scheduled at your convenience.

7. Will the results go to the participant's place of work?

Participants' responses will not be disclosed to their place of work and will not be linked to any personally identifiable information.

8. Is there an incentive for participating?

Yes. The participant will receive a **\$50 gift card** from a major credit card company as a thank you for participating. Participants who complete remote interviews will receive their gift card via email within 10 business days of the conclusion of the session.

9. What are the possible risks of being in the study?

There are no known risks to participating in this voluntary study.

10. Who can I contact with questions or for further information?

If you have any questions about the study, you can call <NAME>, the <TITLE> at <CONTACT PHONE>. If you have questions about your rights as a study participant, you can call the EurekaFacts' Office of Research Protection at <PHONE NUMBER> (a toll-free number).

11. Can participation end early?

Participation in this study is completely voluntary. The participant has the right to refuse to answer particular questions. The participant may elect to withdraw from this study at any time and can leave the interview early if they wish.

Appendix V: Frequently Asked Questions (FAQs) for Teenagers

Frequently Asked Questions (FAQs) High School and Beyond 2020 (HS&B:20) Study

1. What is this study about?

On behalf of the U.S. Department of Education's National Center for Education Statistics (NCES), EurekaFacts, a research company based in Rockville, MD, is administering interviews with high school students and other similarly-aged teenagers to evaluate some questions for the High School and Beyond 2020 (HS&B:20) study. This study looks at how students progress through high school to postsecondary education and/or into the workforce. Each participant's feedback will help NCES improve the questions, so they are clear and can be easily understood and answered by thousands of other individuals across the country.

2. Where will the research interview take place?

For your convenience, all interviews will be conducted at the EurekaFacts office at <ADDRESS>.

3. What will happen during the research interview?

During the interview, participants will complete a set of test questions and be asked how they interpreted each question and how they came up with each answer. These follow-up questions will focus on the participant's understanding of the questions. All interviews will be audio recorded and may be video recorded and will include a screen recording.

4. Will information be kept private?

Each participant will be assigned a unique identifier (ID), and their name will not be linked to their answers. All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Audio and any video from the session will be recorded only for analysis. NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

5. How long will the research interview last and when will it take place?

The interview will last no more than 30 minutes. Interviews will only require one visit to our office and can be scheduled at your convenience.

6. Will the results go to the participant's school or place of work?

Participants' responses will not be disclosed to their school or place of work and will not be linked to any personally identifiable information. Responses will not be graded.

7. Is there an incentive for participating?

Yes. The teenager will receive a **\$25 gift card** from a major credit card company at the end of the session as a thank you for participating. Any parent or legal guardian who provides transportation to and from the interview will also receive a **\$25 gift card** as a thank you for their time and effort.

8. What are the possible risks of being in the study?

There are no known risks to participating in this voluntary study.

9. Who can I contact with questions or for further information?

If you have any questions about the study, you can call <NAME>, the <TITLE> at <CONTACT PHONE>. If you have questions about your rights as a study participant, you can call the EurekaFacts' Office of Research Protection at <PHONE NUMBER> (a toll-free number).

10. Can participation end early?

Participation in this study is completely voluntary. The participant has the right to refuse to answer particular questions. The participant may elect to withdraw from this study at any time and can leave the interview early if they wish.

**Appendix W: Thank You E-mail/Letter to 9th-Grade Student and Parent Pair Participants:
Cognitive and Usability Interviews**

IF SENT AS E-MAIL - Subject: Thank you - NCES Survey Interview Study

<DATE>

Dear <Name>,

On behalf of the U.S. Department of Education's National Center for Education Statistics (NCES), EurekaFacts would like to thank you and your teenager for participating in our study.

By participating in this important study, both you and your teenager provided valuable feedback about the survey and/or test questions. The insightful input you both provided, combined with input from other parents and students, is incredibly informative and is helping us develop the best possible questions for a national study.

Again, thank you both for your assistance.

Sincerely,

<CONTACT NAME>

<TITLE>

EurekaFacts, LLC

<CONTACT INFORMATION >

Appendix X: Thank You E-mail/Letter to Teenagers: Cognitive and Usability Interviews

IF SENT AS E-MAIL - Subject: Thank you - NCES Survey Interview Study

<DATE>

Dear <Name>,

On behalf of the U.S. Department of Education's National Center for Education Statistics (NCES), EurekaFacts would like to thank <you/your teenager> for participating in our study.

By participating in this important study, <you/your teenager> provided valuable feedback about the test questions. The insightful input <you/your teenager> provided, combined with input from other teenagers, is incredibly informative and is helping us develop the best possible questions for a national study.

Again, thank you for <your/your teenager's> assistance.

Sincerely,

<CONTACT NAME>

<TITLE>

EurekaFacts, LLC

<CONTACT INFORMATION >

Appendix Y: Thank You E-mail/Letter to High School Staff Participants: Cognitive and Usability Interviews

IF SENT AS E-MAIL - Subject: Thank you - NCES Survey Interview Study

<DATE>

Dear <Name>,

On behalf of the U.S. Department of Education's National Center for Education Statistics (NCES), EurekaFacts would like to thank you for participating in our study.

Your participation provided valuable feedback about the survey questions. The insightful input we received, combined with input from others, is incredibly informative and is helping us develop the best possible questions for a national study.

Again, thank you for your assistance.

Sincerely,

<CONTACT NAME>

<TITLE>

EurekaFacts, LLC

<CONTACT INFORMATION >

Attachment II

Eligibility Screening Questions

Appendix Z: Recruitment Phone Script and Screener for Parents of Teenagers Under 18 and Teenagers (18 years old)

(Script when calling potential participants from a compiled list)

Good morning/afternoon/evening. Is this the <NAME FROM CALL LIST> household? My name is <CALLER NAME>, and I am calling from EurekaFacts, a Maryland-based research company. Our company is administering an important study on behalf of the National Center for Education Statistics (NCES), which is part of the U.S. Department of Education, and we need your help.

We are recruiting teenagers and parents of teenagers to participate in a voluntary research interview to provide feedback on survey questions about students' educational experiences in high school. These survey and/or test questions are part of a study looking at how students progress through high school to postsecondary education and/or into the workforce. All participants will receive a gift card for participating. Teenagers will receive a gift card valued at \$25 or \$35, depending on their time commitment. Parents will receive a gift card valued at either \$25 for transportation or a gift card valued at \$50 for participation.

I'd like to tell you a little bit more about the study, but first, if now is a good time, can I ask you a few questions to see if you are eligible to participate? [YES or NO and call back later]

1. Which of the following best describes you?
 - Parent of a Teenager or Teenagers → CONTINUE TO 1a
 - Teenager under age 18 → REQUEST TO SPEAK TO PARENT AND START FROM BEGINNING
 - 18-year-old → SKIP TO Q2
 - School Staff participant (Including Teachers, Counselors, Admins & Designees) → SCHOOL STAFF SCREENER
 - None of the Above → THANK AND TERMINATE

1a. Please enter the first names of the teenagers for which you'd like to confirm eligibility: _____

2. What was the first language <Teenager 1/you> learned to speak when <Teenager 1 was/you were> a child? Was it...
 - English? → SKIP TO Q4
 - Spanish? → CONTINUE TO Q3
 - Another language? (Please specify:) _____ → CONTINUE TO Q3
 - English and Spanish equally? → CONTINUE TO Q3
 - English and another language equally? (Please specify:) _____ → CONTINUE TO Q3
3. How often <do you/does Teenager 1> speak <Spanish/another language other than English> at home?
 - Never
 - Sometimes
 - About half the time
 - Most of the time
 - Always
4. <Are you OR Is Teenager 1> currently enrolled in school?
 - Yes → SKIP TO Q6
 - No → CONTINUE TO Q4a

- 4a. *If not currently enrolled, did <you/your teenager>...*
- *Not finish (complete/graduate) high school?* → IF Q1=18-YEAR-OLD SKIP TO Q6; ELSE CONTINUE to Q5
 - *Finish (graduated/completed) high school in less than four years?* → IF Q1=18-YEAR-OLD SKIP TO Q6; ELSE CONTINUE TO Q5
 - *Finish (graduated/completed) high school in four or more years?* → THANK AND TERMINATE

5. *How old is your teenager?*

- *14 and under* → THANK AND TERMINATE
- *15* → THANK AND TERMINATE
- *16* → THANK AND TERMINATE
- *17* → CONTINUE TO Q6
- *18* → CONTINUE TO Q6
- *Over 18* → THANK AND TERMINATE

6. *What grade <is your teenager in/are you in/did <you/your teenager> last complete>?*

DO NOT READ LIST:

- *Pre-kindergarten or Kindergarten* → THANK AND TERMINATE
- *Grade 1* → THANK AND TERMINATE
- *Grade 2* → THANK AND TERMINATE
- *Grade 3* → THANK AND TERMINATE
- *Grade 4* → THANK AND TERMINATE
- *Grade 5* → THANK AND TERMINATE
- *Grade 6* → THANK AND TERMINATE
- *Grade 7* → THANK AND TERMINATE
- *Grade 8* → THANK AND TERMINATE
- *Grade 9* → IF Q1=18-YEAR-OLD SKIP TO **Study Description for 18-year-olds**; IF Q5=17 SKIP TO **Study Description Parents of ELL student or 12th-grade student/equivalent**; ELSE CONTINUE TO **Study Description Parents of 9th-Grade Student**
- *Grade 10* → IF Q1=18-YEAR-OLD SKIP TO **Study Description for 18-year-olds**; IF (Q2 IN (SPANISH, ENGLISH AND SPANISH EQUALLY) AND Q3 IN (MOST OF THE TIME, ALWAYS)) OR Q5=17 SKIP TO **Study Description Parents of ELL student or 12th-grade student/equivalent**; ELSE THANK AND TERMINATE
- *Grade 11* → IF Q1=18-YEAR-OLD SKIP TO **Study Description for 18-year-olds**; IF (Q2 IN (SPANISH, ENGLISH AND SPANISH EQUALLY) AND Q3 IN (MOST OF THE TIME, ALWAYS)) OR Q5=17 SKIP TO **Study Description Parents of ELL student or 12th-grade student/equivalent**; ELSE THANK AND TERMINATE
- *Grade 12* → IF Q1=18-YEAR-OLD SKIP TO **Study Description for 18-year-olds**; ELSE IF Q1=PARENT OF A TEENAGER SKIP TO **Study Description Parents of ELL student or 12th-grade student/equivalent**

IF MORE THAN ONE TEENAGER'S NAME WAS REPORTED on 1a, REPEAT QUESTIONS 2 THROUGH 6 as many times as needed.

If 9th-grade student:

Study Description Parents of 9th-Grade Student

Thank you. As I mentioned, the study is being administered on behalf of the U.S. Department of Education's National Center for Education Statistics, or NCES, and is a new study about high school students' school experiences. During the interviews, students will be asked to evaluate questions for a math test and a survey dealing with students' academic experiences and the effect these have on their continuing education and/or work after high school. We would also like to ask you to evaluate questions for a survey of parents of high school students. This study will help collect data on students' opportunities in high school. These data may benefit future students' lives as young adults.

Your 9th-grader's interview will last no more than 90 minutes, and your interview will last no more than 60 minutes and will be scheduled at your convenience. All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

Are both you and your teenager interested in participating in this study? While your interview will be scheduled at the same day and time as your 9th-grader's interview for your convenience, you and your 9th-grader will not be interviewed together. If your teenager qualifies and participates in the study, they will receive a \$35 gift card from a major credit card company at the end of the session as a thank you. The parent or legal guardian who participates in the corresponding interview will receive a \$50 gift card as a thank you for their time and effort.

7. [For Parent of a Teenager WHERE Q6=GRADE 9] Are you and your teenager interested in participating?

DO NOT READ LIST:

- Both myself and my teenager are interested in participating → SKIP TO Q8
- Only my teenager is interested in participating → IF (Q2 IN (SPANISH, ENGLISH AND SPANISH EQUALLY) AND Q3 IN (MOST OF THE TIME, ALWAYS) SKIP TO Q12; ELSE THANK AND TERMINATE
- Only I am interested in participating → THANK AND TERMINATE
- Neither I nor my teenager are interested in participating. → THANK AND TERMINATE

If ELL student or 12th-grade student:

Study Description Parents of ELL student or 12th-grade student/equivalent

Thank you. As I mentioned, the study is being administered on behalf of the U.S. Department of Education's National Center for Education Statistics, or NCES, and is a new study about high school students' school experiences. During the interviews, teenagers will be asked to evaluate questions for <a math test/an English Language screener>. This study will help collect data on students' opportunities in high school. These data may benefit future students' lives as young adults.

Your teenager's interview will last no more than 30 minutes, and only requires one visit to our offices. All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

Do you think your teenager would be interested in participating in this study? If your teenager qualifies and participates in the study, they will receive a \$25 gift card from a major credit card company at the end of the session

as a thank you. Any parent or legal guardian who provides transportation to and from the interview will also receive a \$25 gift card as a thank you for their assistance.

If **No**: Thank you very much for your time and have a great <morning/afternoon/evening/day>.

If **YES**: Great, thank you very much. To ensure that we interview a broad mix of individuals, I have a few brief screening questions to ask you. It should only take a few minutes of your time.

SKIP TO Q15

If 18-year-old teenager:

Study Description for 18-year-olds

Thank you. As I mentioned, the study is being administered on behalf of the U.S. Department of Education's National Center for Education Statistics, or NCES, and is a new study about high school students' school experiences. During the interviews, you will be asked to evaluate questions for a math test. This study will help collect data on students' opportunities in high school. These data may benefit future students' lives as young adults.

Your interview will last no more than 30 minutes, and only requires one visit to our offices. All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). [For ELL students]: Your session will involve an activity in English.

Are you interested in participating in this study? If you qualify and participate in the study, you will receive a \$25 gift card from a major credit card company at the end of the session as a thank you. Any parent or legal guardian who provides transportation to and from the interview will also receive a \$25 gift card as a thank you for their assistance.

If **No**: Thank you very much for your time and have a great <morning/afternoon/evening/day>.

If **YES**: Great, thank you very much. To ensure that we interview a broad mix of individuals, I have a few brief screening questions to ask you. It should only take a few minutes of your time.

8. What is your gender?

- Male
- Female
- Prefer not to answer

9. [SKIP FOR 18-year-olds] What is your age? DO NOT READ LIST:

- Under 35
- 36-39
- 40-49
- 50-59
- 60 or older

10. Are you of either Hispanic or Latino(a) origin?

- Yes
- No
- Prefer not to answer

11. What is your race? (Select all that apply)

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White

12. [SKIP FOR 18-year-olds] What is your relationship to <Teenager 1>?

- Mother
- Father
- Stepmother
- Stepfather
- Female partner or girlfriend of <Teenager 1>'s parent or guardian
- Male partner or boyfriend of <Teenager 1>'s parent or guardian
- Other female relative
- Other male relative
- Other female guardian
- Other male guardian

13. [SKIP FOR 18-year-olds] Does <Teenager 1> have another parent or guardian who lives in the same household with you and <Teenager 1>?

- Yes → CONTINUE TO Q14
- No → SKIP TO Q15

14. [SKIP FOR 18-year-olds] What is this parent or guardian's relationship to <Teenager 1>?

- Mother
- Father
- Stepmother
- Stepfather
- Female partner or girlfriend of <Teenager 1>'s parent or guardian
- Male partner or boyfriend of <Teenager 1>'s parent or guardian
- Other female relative
- Other male relative
- Other female guardian
- Other male guardian

15. What is your total annual income based on the following ranges?

- Less than \$20,000
- \$20,000 to \$49,999
- \$50,000 to \$99,999
- \$100,000 or more
- Prefer not to answer/Don't know

16. Would you consider the area you live in to be:

- Urban
- Suburban
- Rural

[IF 18-years-old SKIP TO Q20]

NOTE: SCREENER WILL LOOP STARTING AT Q14 IF PARENT HAS MORE THAN 1 ELIGIBLE TEENAGER.

17. Great, thanks! Now I would like to ask you about your teenager. What is <Teenager 1's> gender?

- Male
- Female
- Prefer not to answer

18. Is <Teenager 1> of either Hispanic or Latino(a) origin?

- Yes
- No
- Prefer not to answer

19. What is <Teenager 1's> race? (Select all that apply)

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White

20. What school <do/does/did> <you/Teenager 1> attend? (Note if homeschooled.)

21. What type of school is that? (Note if charter, parochial, private, or homeschooled.)

- Public School
- Charter School
- Religious Private School
- Other Private School
- Other _____

22. <Did you/Do you/Did Teenager 1/Does Teenager 1> participate in the National School Lunch program? [If the respondent indicates they prefer not to disclose this information, say *[That's fine.]* and move on to the next question.]

- Yes
- No
- Prefer not to answer

[IF THE PARENT/LEGAL GUARDIAN ASKS WHY YOU ARE ASKING THIS QUESTION: *Just to be sure we're interviewing a broad range of teenagers for this study.*]

23. <Are you/Were you OR Was/Is Teenager 1> <currently> enrolled in any of the following types of courses?
(Select all that apply.)

- Advanced placement (e.g., AP, IB, or other college-level courses)
- Honor courses
- On grade/On level courses
- Remedial courses

[IF 18-years-old SKIP TO Q29 in **VERIFICATION SCRIPT FOR STUDENTS**]

[ONLY ASK IF PARENT OF TEENAGER] *Thank you. We would like to speak with your teenager to confirm if <he or she> is interested in participating in the research interview. It will take only a couple of minutes, and then I will ask to speak with you again for another moment. Is your teenager available to speak with us now or should we call <him or her> back at another time?*

- Yes, the teenager is available for screening questions. → **SKIP TO VERIFICATION SCRIPT FOR STUDENTS**
- No, please call back.

*Is the phone number you gave me earlier the best number to call?
Other phone numbers:*

Is there a good time for me to call? When would be best for you?

Interviewer: IF TEENAGER NEEDS TO RECEIVE A CALL BACK, RECORD NAME, PHONE NUMBER, DATE/TIME.

Parent/Legal Guardian Name:

Teenager Name:

Parent/Legal Guardian Phone:

Date: _____

Time: _____

VERIFICATION SCRIPT FOR STUDENTS

Good <morning/afternoon/evening>. Is this <NAME OF STUDENT>? My name is <NAME>, and I'm calling from EurekaFacts. We are administering an important study for the National Center for Education Statistics, part of the U.S. Department of Education.

We have spoken to your parent/guardian and we are pleased that you may be interested in helping us test questions for a nationwide student study. Before I tell you more about what you would be asked to do, I need to ask you a few questions:

24. What was the first language you learned to speak when you were a child? Was it...
- English? → SKIP TO Q26
 - Spanish? → CONTINUE TO Q25
 - Another language? (Please specify:)_____ → CONTINUE TO Q25
 - English and Spanish equally? → CONTINUE TO Q25
 - English and another language equally? (Please specify:)_____ → CONTINUE TO Q25
25. How often do you speak <Spanish/another language other than English> at home?
- Never
 - Sometimes
 - About half the time
 - Most of the time
 - Always
26. Are you currently enrolled in school?
- Yes → SKIP TO Q27
 - No → CONTINUE TO Q26a
- 26a. If not currently enrolled, did you...
- Not finish (complete/graduate) high school? → CONTINUE to Q27
 - Finish (graduated/completed) high school in less than four years? → CONTINUE TO Q27
 - Finish (graduated/completed) high school in four or more years? → THANK AND TERMINATE
27. How old are you?
- 14 and under → CONTINUE to Q28
 - 15 → CONTINUE to Q28
 - 16 → CONTINUE to Q28
 - 17 → CONTINUE to Q28
 - 18 → CONTINUE to Q28
 - Over 18 → THANK AND TERMINATE

28. What grade <are you in/did you last complete>? DO NOT READ LIST:

- Pre-kindergarten or Kindergarten → THANK AND TERMINATE
- Grade 1 → THANK AND TERMINATE
- Grade 2 → THANK AND TERMINATE
- Grade 3 → THANK AND TERMINATE
- Grade 4 → THANK AND TERMINATE
- Grade 5 → THANK AND TERMINATE
- Grade 6 → THANK AND TERMINATE
- Grade 7 → THANK AND TERMINATE
- Grade 8 → THANK AND TERMINATE
- Grade 9 → CONTINUE TO Q29
- Grade 10 → IF (Q24 IN (SPANISH, ENGLISH AND SPANISH EQUALLY) AND Q25 IN (MOST OF THE TIME, ALWAYS)) OR Q27 IN (17, 18) CONTINUE TO Q29; ELSE THANK AND TERMINATE
- Grade 11 → IF (Q24 IN (SPANISH, ENGLISH AND SPANISH EQUALLY) AND Q25 IN (MOST OF THE TIME, ALWAYS)) OR Q27 IN (17, 18) CONTINUE TO Q29; ELSE THANK AND TERMINATE
- Grade 12 → CONTINUE TO Q29

29. What math course are you currently taking or did you last take? If you are taking or last took more than one math course, please choose your most advanced or most difficult course.

- Algebra 1 including 1A and 1B
- Geometry
- Algebra 2
- Trigonometry
- Review or Remedial Math including Basic, Business, Consumer, Functional, or General math
- Integrated Math 1
- Advanced Placement (AP) Statistics
- Other Statistics or Probability
- Integrated Math 2 or above
- Pre-algebra
- Analytic Geometry
- Pre-calculus
- Advanced Placement (AP) Calculus AB or BC
- Other Calculus
- International Baccalaureate (IB) mathematics standard level
- International Baccalaureate (IB) mathematics higher level
- Other math course (Please Specify: _____)

[IF 18-years-old SKIP TO **SCHEDULING SCRIPT FOR 18-YEAR-OLDS**]

SCHEDULING SCRIPT FOR STUDENTS

Thank you. For the research interview, you will be asked to visit the EurekaFacts office at <ADDRESS> and give us feedback on some questions for the High School and Beyond 2020 study for the Department of Education's National Center for Education Statistics. You are not being graded and your responses will not be shared with your parents or school.

[For 9th-grade student/parent pairs]: The questions focus on 9th-grade math and survey questions. Your input will help evaluate the questions that will be given to students across the nation. As a thank you for participating, you will receive a \$35 gift card from a major credit card company. Your parent will receive a \$50 gift card for also participating in a separate interview to give feedback about survey questions. Your session will last no more than 90 minutes. Your interview will be audio recorded and may be video recorded and will include a screen recording.

[For all other teenager interviews]: Your input will help evaluate test questions that will be given to students across the nation. As a thank you for participating, you will receive a \$25 gift card from a major credit card company. Any parent or legal guardian who provides transportation to and from the interview will also receive a \$25 gift card as a thank you for their assistance. Your session will last no more than 30 minutes. Your interview will be audio recorded and may be video recorded and will include a screen recording. [For ELL students]: Your session will involve an activity in English.

Your participation is totally voluntary. If you participate, your responses will be used only to improve study questions, and we will not use your name to identify you.

30. Would you like to participate?

Yes → Thanks for agreeing to participate, can you please pass the phone back to your parent/guardian?

No → Thank you for your time. I will need to let your parent/legal guardian know that you would not like to participate. Is <he or she> available?

TO PARENT/LEGAL GUARDIAN:

If "No":

Your teenager has decided not to participate, but I would like to thank you very much for taking the time to speak with us about this opportunity.

If "Yes":

Thank you for <allowing your teenager to participate OR you and your teenager agreeing to participate> in these important research interviews. We will be holding our interviews from <DATE> to <DATE>. What would be the best date/time to schedule the interview?

Date: _____

Time: _____

Thank you. We will follow up with a confirmation email/letter and a consent form. What is your email for us to send these to?

Preferred Email: _____

SCHEDULING SCRIPT FOR 18-YEAR-OLDS

Thank you for agreeing to participate in these important research interviews. We will be holding our interviews from <DATE> to <DATE>. What would be the best date/time to schedule the interview?

Date: _____

Time: _____

Thank you. We will follow up with a confirmation email/letter and a consent form. What is your email for us to send these to?

Preferred Email: _____

Appendix AA: Recruitment Phone Script and Screener for School Staff

(Script when calling potential participants from a compiled list)

Good morning/afternoon/evening. Is this <NAME FROM CALL LIST>? My name is <CALLER NAME>, and I am calling from EurekaFacts, a Maryland-based research company. Our company is administering an important study on behalf of the National Center for Education Statistics (NCES), which is part of the U.S. Department of Education, and we need your help.

We are recruiting high school staff to participate in a voluntary research interview to provide feedback on survey questions about students' educational experiences in high school. These questions are part of a study looking at how students progress through high school to postsecondary education and/or into the workforce. All participants will receive an electronic gift card valued at \$50 as a thank you for their time and effort.

I'd like to tell you a little bit more about the study, but first, if now is a good time, can I ask you a few questions to see if you are eligible to participate? [YES or NO and call back later]

1. Which of the following best describes you?

- High School Principal or a Principal who works in a school that provides secondary education
- High School Counselor
- High School Teacher
- None of the Above → THANK AND TERMINATE

Study Description school staff

Thank you. As I mentioned, the study is being administered on behalf of the U.S. Department of Education's National Center for Education Statistics (NCES) and is a new study about high school students' school experiences. During the interviews, participants will be asked to provide feedback on survey questions dealing with schools' programs, services, and environment, and the effect these have on students' continuing education and/or work after high school. This study will help **collect data on students' opportunities in high school. These data may benefit future students' lives as young adults.**

The interviews will last no more than <30/60> minutes and can be scheduled at your convenience. Some of the interviews will be conducted at the EurekaFacts office in Rockville, MD, while others will be conducted through a <phone/virtual> interview. All of the information you provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). At the conclusion of your session you will receive a \$50 gift card from a major credit card company. Participants who complete <phone/virtual> interviews will receive their gift card via email within 10 business days of the conclusion of the session.

2. Are you interested in participating? DO NOT READ LIST:

- No → THANK AND TERMINATE
- Yes, I am a principal interested in participating
- Yes, I am a school counselor interested in participating
- Yes, I am a teacher interested in participating

If **YES**: Great, thank you very much. To ensure that we interview a broad mix of individuals, I have a few brief screening questions to ask you. It should only take a few minutes of your time.

3. What grade levels do you <teach/work with/serve> at your school? Please do not include ungraded-equivalent grades. [SELECT ALL THAT APPLY]
- Pre-kindergarten or Kindergarten
 - Grade 1
 - Grade 2
 - Grade 3
 - Grade 4
 - Grade 5
 - Grade 6
 - Grade 7
 - Grade 8
 - Grade 9 → IF NOT SELECTED THANK AND TERMINATE. IF TEACHER → CONTINUE TO Q3a, ELSE SKIP TO Q6
 - Grade 10
 - Grade 11
 - Grade 12

3a. Are you a full or part-time substitute teacher?

- Yes → THANK AND TERMINATE
- No

4. What subjects do you teach? [SELECT ALL THAT APPLY] RANDOMIZE RESPONSE OPTIONS
- a. Math → IF SELECTED CONTINUE, IF NOT SELECTED THANK AND TERMINATE
 - b. English/Language Arts
 - c. Life or physical Sciences (i.e. Biology, Chemistry, Physics, etc.)
 - d. Social Sciences (i.e. Sociology, Psychology, etc.)
 - e. Government/Civics
 - f. Technology (i.e. Graphic design, coding, etc.)
 - g. Physical Education
 - h. Other: _____

5. <What math classes are you currently teaching? Please select all that apply.>

- Algebra 1 including 1A and 1B
- Geometry
- Algebra 2
- Trigonometry
- Review or Remedial Math including Basic, Business, Consumer, Functional, or General math
- Integrated Math 1
- Advanced Placement (AP) Statistics
- Other Statistics or Probability
- Integrated Math 2 or above
- Pre-algebra
- Analytic Geometry
- Pre-calculus
- Advanced Placement (AP) Calculus AB or BC
- Other Calculus
- International Baccalaureate (IB) mathematics standard level
- International Baccalaureate (IB) mathematics higher level
- Other math course (Please Specify: _____)

6. What is your gender?

- Male
- Female
- Prefer not to answer

7. Are you of either Hispanic or Latino(a) origin?

- Yes
- No
- Prefer not to Answer

8. What is your race? (Select all that apply)

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White

9. What is the name of the school where you work and where is it located?

Name: _____ City: _____ State: _____ ZIP code: _____

IF RESPONDENT DOES NOT ENTER ZIP CODE → Q10, ELSE SKIP TO Q11

10. Would you consider the school you work in to be:

- Urban
- Suburban
- Rural

11. What type of school is <NAME OF SCHOOL>? READ LIST:

- Public School
- Charter school
- Religious Private School
- Other Private School
- Other (Please specify:) _____

12. What kind of school calendar does your school use?

- Traditional (9 months on, 3 months off)
- Year-round
- Trimester
- Other (Please specify:) _____

13. How many years have you been working as a <teacher/ school administrator/ counselor>?

- 0-1
- 2-5
- 6-10
- 11-15
- 16-20
- 20+

14. [ASK ONLY IF Q2=Principal]

Is there an individual staff member at your school to whom you would be likely to designate to assist you in furnishing administrative requests? [IF THE PRINCIPAL ASKS WHY YOU ARE ASKING THIS QUESTION: *Often times principals and school administrators across the country designate a portion of the survey to a trusted staff member, so we would like to hear their feedback as well.*]

Yes (Please provide:)

- o Name:** _____
- o Position title:** _____
- o Contact information:** _____

- **No**

IF ACCEPTING PRINCIPALS without designees: CONTINUE TO SCHEDULING SCRIPT FOR SCHOOL STAFF

IF NOT ACCEPTING PRINCIPALS without designees: Thank you for inquiring about this study; however you do not qualify at this time. Have a nice day.

SCHEDULING SCRIPT FOR SCHOOL STAFF

Thank you. Some of the interviews will be at our office in Rockville, MD, while others will be conducted through <phone/virtual> interviews. I have a few follow-up questions about how you would like to complete the survey.

15. Name of City/State where you currently live:

- City: _____ State: _____

16. Would you be able to complete an in-person interview at our office in Rockville, MD?

- Yes → SKIP TO Q17
- No → CONTINUE TO Q16a

16a. Would you be able to access a computer, tablet, or smartphone with internet access to complete the survey?

- Yes → Say: "Great! You are eligible for a <phone/virtual> interview." → CONTINUE TO Q17
- No → THANK AND TERMINATE

17. We are conducting interview sessions between <DATE> and <DATE>. What day and time would work best for you to participate in the research interview?

[CHECK SCHEDULE FOR RESPONDENT'S LOCATION FOR AVAILABLE TIMES. IF NECESSARY, SUGGEST A DIFFERENT DATE OR TIME.]

RECORD DATE AND TIME:

18. To participate in the interview and receive the \$50 gift card we must have a signed consent form. If you are not completing the consent form in our office during the in-person interview, you must complete an electronic version before the <phone/virtual> interview starts. Do you understand that you must have a completed and signed consent form to participate?

- Yes
- No → THANK AND TERMINATE

19. Thank you for your interest. If you qualify, we will follow-up with you to schedule the interview. Could you please provide us with your contact information? (All required except "Alternate phone number")

RECORD FIRST NAME: _____

RECORD LAST NAME: _____

RECORD EMAIL ADDRESS: _____

BEST PHONE NUMBER: _____

ALTERNATE PHONE NUMBER: _____

[Termination Language: Based on the requirements of this study, we are not able to include you in the interviews at this time. We greatly appreciate your time speaking with us. Have a good <day/evening>.

Follow-Up Screener for Eligible/Screened Teachers

Good morning/afternoon/evening. My name is <NAME> and I'm calling from EurekaFacts on behalf of the U.S. Department of Education's National Center for Education Statistics (NCES).

We wanted to thank you for your interest in participating in our hour-long research interviews questions for the High School and Beyond 2020 study for NCES. As a reminder, participants who complete the interview will be emailed a \$50 <virtual> gift card from a major credit card company as a 'thank you' for your time and effort. <You should expect your incentive approximately 5-10 business days after the completion of your interview.>

I have some final questions to determine your eligibility for participation and, if you are eligible, we can schedule your interview over the phone today.

1. What are the exact names of all the math courses and periods you currently teach?

Math Class 1: _____

Math Class 2: _____

Math Class 3: _____

Math Class 4: _____

Math Class 5: _____

Math Class 6: _____

Math Class 7: _____

Math Class 8: _____

Please identify two students within these math classes. The students should be in separate math classes. Please only state their first and last initials and try to choose a student whose initials are memorable to you. [IF THE TEACHER ASKS WHY YOU ARE ASKING THIS QUESTION: In order to test certain aspects of the surveys, you will be asked to consider a particular student or students, and it is helpful to consider real-life data rather than a hypothetical scenario].

- 2.

Student 1: _____

Student 2: _____

3. What date and times work best for you?

Date: _____ Time: _____

Date: _____ Time: _____

Date: _____ Time: _____

4. Is <Phone> still the best number to reach you?
IF NO: What number would you prefer?

Appendix AB: Recruitment Website Intake Form for Parents of Teenagers Under 18 and Teenagers (18 years old)

Paid Research Study Opportunity for High School Students/Teenagers and their Parents

Thank you for your interest in our study!

EurekaFacts, a research company based in Rockville, MD, is administering an important study on behalf of the U.S. Department of Education's National Center for Education Statistics (NCES).

We are recruiting individuals to participate in a voluntary research interview to provide feedback about survey and/or test questions. During the interview, participants will complete a set of questions and be asked how they interpreted each question and how they came up with their answers. These questions are part of the High School and Beyond 2020 study, which looks at how students progress through high school to postsecondary education and/or into the workforce. This study will help improve understanding of students' opportunities in high school and may benefit future students' lives as young adults.

The interviews will last between 30 and 90 minutes and can be scheduled at your convenience. All interviews will be conducted at the EurekaFacts office in Rockville, MD. All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

If you qualify and participate in the study, you will receive a **gift card** from a major credit card company for between **\$25 and \$50**, depending on the type of interview and your time commitment, as a thank you at the end of the session.

To ensure that we interview a broad mix of individuals, please fill out the screening questions below.

If you have any questions, please contact <NAME> at <PHONE> or <EMAIL>.

1. Which of the following best describes you?

- Parent of a Teenager → CONTINUE TO Q2
- Teenager 18-years-old → CONTINUE TO Q2
- Teenager under 18-years-old → THANK AND TERMINATE

[Termination Language: Thank you for your interest, but as a potential participant under the age of 18, please direct your parent or legal guardian to complete this form.]

- None of the Above → THANK AND TERMINATE

2. What was the first language <you/your teenager> learned to speak when <you were/your teenager was> a child? Was it...

- English? → SKIP TO Q4
- Spanish? → CONTINUE TO Q3
- Another language? (Please specify:) _____ → CONTINUE TO Q3
- English and Spanish equally? → CONTINUE TO Q3
- English and another language equally? (Please specify:) _____ → CONTINUE TO Q3

3. How often <do you/does your teenager> speak <Spanish/another language other than English> at home?

- Never
- Sometimes
- About half the time
- Most of the time
- Always

4. <Are you OR Is your teenager> currently enrolled in school?
 - Yes → SKIP TO Q6
 - No → CONTINUE TO 4a

4a. If not currently enrolled, did <you/your teenager>...

 - Not finish (complete/graduate) high school? → IF Q1=18-YEAR-OLD SKIP TO Q6; ELSE CONTINUE TO Q5
 - Finish (graduated/completed) high school in less than four years? → IF Q1=18-YEAR-OLD SKIP TO Q6; ELSE CONTINUE TO Q5
 - Finish (graduated/completed) high school in four or more years? → THANK AND TERMINATE

5. How old is your teenager?
 - 14 and under → THANK AND TERMINATE
 - 15 → THANK AND TERMINATE
 - 16 → THANK AND TERMINATE
 - 17 → CONTINUE TO Q6
 - 18 → CONTINUE TO Q6
 - Over 18 → THANK AND TERMINATE

6. What grade <is your teenager in/are you in/did <you/your teenager> last complete>?
 - Pre-kindergarten or Kindergarten → THANK AND TERMINATE
 - Grade 1 → THANK AND TERMINATE
 - Grade 2 → THANK AND TERMINATE
 - Grade 3 → THANK AND TERMINATE
 - Grade 4 → THANK AND TERMINATE
 - Grade 5 → THANK AND TERMINATE
 - Grade 6 → THANK AND TERMINATE
 - Grade 7 → THANK AND TERMINATE
 - Grade 8 → THANK AND TERMINATE
 - Grade 9 → CONTINUE TO Q7
 - Grade 10 → IF (Q2 IN (SPANISH, ENGLISH AND SPANISH EQUALLY) AND Q3 IN (MOST OF THE TIME, ALWAYS)) OR Q5 IN (17, 18) CONTINUE TO Q7; ELSE THANK AND TERMINATE
 - Grade 11 → IF (Q2 IN (SPANISH, ENGLISH AND SPANISH EQUALLY) AND Q3 IN (MOST OF THE TIME, ALWAYS)) OR Q5 IN (17, 18) CONTINUE TO Q7; ELSE THANK AND TERMINATE
 - Grade 12 → CONTINUE TO Q7

7. [For Parent of a Teenager WHERE Q6= GRADE 9] Are you and your teenager interested in participating?
 - Both myself and my teenager are interested in participating → CONTINUE TO Q10
 - Only my teenager is interested in participating → IF (Q2 IN (SPANISH, ENGLISH AND SPANISH EQUALLY) AND Q3 IN (MOST OF THE TIME, ALWAYS)) CONTINUE TO Q10; ELSE THANK AND TERMINATE
 - Only I am interested in participating → THANK AND TERMINATE
 - Neither I nor my teenager are interested in participating → THANK AND TERMINATE

8. [For Parent of a Teenager WHERE Q6 != GRADE 9] Do you think your teenager would be interested in participating?
 - My teenager is interested in participating → CONTINUE TO Q10
 - My teenager is not interested in participating → THANK AND TERMINATE

9. [For Teenager 18-years-old] Are you interested in participating?
- Yes, I am interested in participating → CONTINUE TO Q11
 - No, I am not interested in participating → THANK AND TERMINATE

10. [If Parent of a Teenager **before termination** and after Q7 or Q8]

Do you have any other teenagers?

- Yes → REPEAT Q2-Q7 or Q8
- No → CONTINUE TO TERMINATION LANGUAGE OR Q11

IF MORE THAN ONE CHILD REPORTED REPEAT QUESTIONS 2 THROUGH 7 or 8 as many times as needed for eligible students.

[Termination Language: Based on the requirements of this study, we are not able to include you in the interviews at this time. We greatly appreciate your time. Have a good day.]

11. We are conducting interview sessions between <DATE> and <DATE>. Please select three (3) days and times that would work for you to participate in the research interview.

RECORD MOST PREFERRED DATE AND TIME: _____

RECORD 2nd ALTERNATE DATE AND TIME: _____

RECORD 3rd ALTERNATE DATE AND TIME: _____

12. To participate in the interview and receive the gift card do you understand that you must have a completed and signed consent form to participate? <Do you also understand that <your/your teenager's> session will involve an activity in English.>

- a. Yes
- b. No → THANK AND TERMINATE

PARENT DEMOGRAPHICS

IF Q6 != GRADE 9 OR Q1=18-YEAR-OLD SKIP TO Q20

13. What is your gender?

- Male
- Female
- Prefer not to answer

14. What is your age?

- Under 35
- 36-39
- 40-49
- 50-59
- 60 or older

15. Are you of either Hispanic or Latino(a) origin?

- Yes
- No
- Prefer not to answer

16. What is your race? (Select all that apply)

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White

17. What is your relationship to your teenager?

- Mother
- Father
- Stepmother
- Stepfather
- Female partner or girlfriend of your teenager's parent or guardian
- Male partner or boyfriend of your teenager's parent or guardian
- Other female relative
- Other male relative
- Other female guardian
- Other male guardian

18. Does your teenager have another parent or guardian who lives in the same household with you and your teenager?

- Yes → CONTINUE TO Q19
- No → SKIP TO Q20

19. What is this parent or guardian's relationship to your teenager?

- Mother
- Father
- Stepmother
- Stepfather
- Female partner or girlfriend of your teenager's parent or guardian
- Male partner or boyfriend of your teenager's parent or guardian
- Other female relative
- Other male relative
- Other female guardian
- Other male guardian

20. What is your total annual income based on the following ranges?

- Less than \$20,000
- \$20,000 to \$49,999
- \$50,000 to \$99,999
- \$100,000 or more
- Prefer not to answer/Don't know

21. Would you consider the area you live in to be:

- Urban
- Suburban
- Rural

22. Name of City/State where you currently live:

- City: _____ State: _____

TEENAGER/18-YEAR-OLD DEMOGRAPHICS

23. Now I would like to ask you <some additional questions/about your teenager>. What is <your/ your teenager's> gender?
- Male
 - Female
 - Prefer not to answer
24. <Are you/Is your teenage> of either Hispanic or Latino(a) origin?
- Yes
 - No
 - Prefer not to answer
25. What is <your/your teenager's> race? (Select all that apply)
- American Indian or Alaska Native
 - Asian
 - Black or African American
 - Native Hawaiian or Other Pacific Islander
 - White
26. What school <do/does/did> <you/your teenager> attend? (Note if homeschooled.)
- _____
27. What type of school is that? (Note if charter, parochial, private, or homeschooled.)
- Public School
 - Charter School
 - Religious Private School
 - Other Private School
 - Other _____
28. <Did you/Do you/Did your teenager/Does your teenager> participate in the National School Lunch program?
- Yes
 - No
 - Prefer not to answer
29. <Are you/Were you OR Was/Is your teenager> <currently> enrolled in any of the following types of courses? (Select all that apply.)
- Advanced placement (e.g., AP, IB, or other college-level courses)
 - Honor courses
 - On grade/On level courses
 - Remedial courses

30. What math course <are you/is your teenager> currently taking or did <you/he or she> last take? If <you are/he or she is> taking or last took more than one math course, please choose <your/his or her> most advanced or most difficult course.

- Algebra 1 including 1A and 1B
- Geometry
- Algebra 2
- Trigonometry
- Review or Remedial Math including Basic, Business, Consumer, Functional, or General math
- Integrated Math 1
- Advanced Placement (AP) Statistics
- Other Statistics or Probability
- Integrated Math 2 or above
- Pre-algebra
- Analytic Geometry
- Pre-calculus
- Advanced Placement (AP) Calculus AB or BC
- Other Calculus
- International Baccalaureate (IB) mathematics standard level
- International Baccalaureate (IB) mathematics higher level
- Other math course (Please Specify: _____)

31. Thank you for your interest. If qualifications are met, we will call to follow-up with you about additional questions we may have and potentially scheduling an interview. Could you please provide us with your contact information? (All required except "Alternate phone number")

RECORD FIRST NAME: _____

RECORD LAST NAME: _____

RECORD EMAIL ADDRESS: _____

BEST PHONE NUMBER: _____

ALTERNATE PHONE NUMBER _____

Appendix AC: Recruitment Website Intake Form for High School Staff

Paid Research Study Opportunity for Teachers, Counselors, and Principals who work with High School students

Thank you for your interest in our study!

EurekaFacts, a research company based in Rockville, MD, is administering an important study on behalf of the U.S. Department of Education's National Center for Education Statistics (NCES).

We are recruiting individuals to participate in a voluntary research interview to provide feedback about survey questions. During the interview, participants will complete a set of questions and be asked how they interpreted each question and how they came up with their answers. These questions are part of the High School and Beyond 2020 study, which looks at how students progress through high school to postsecondary education and/or into the workforce. This study will help improve students' opportunities in high school to benefit their lives as young adults.

The interviews will last between 30 and 60 minutes and can be scheduled at your convenience. Some of the interviews will be conducted at the EurekaFacts office in Rockville, MD, while others will be conducted via telephone or a video-call via an online conferencing program, such as Skype for Business. All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

If you qualify and participate in the study, you will receive a **\$50 gift card** from a major credit card company for as a thank you at the end of the session.

To ensure that we interview a broad mix of individuals, please fill out the screening questions below.

If you have any questions, please contact <NAME> at <PHONE> or <EMAIL>.

1. Which of the following best describes you?

- *Principal* → CONTINUE TO Q2
- *Teacher* → CONTINUE TO Q2
- *Counselor* → CONTINUE TO Q2
- *None of the Above* → THANK AND TERMINATE

2. What grade levels do you <teach/work with/serve> at your school? Please do not include ungraded-equivalent grades.

- *Pre-kindergarten or Kindergarten* → THANK AND TERMINATE
- *Grade 1*
- *Grade 2*
- *Grade 3*
- *Grade 4*
- *Grade 5*
- *Grade 6*
- *Grade 7*
- *Grade 8*
- *Grade 9* → IF NOT SELECTED THANK AND TERMINATE. IF TEACHER → CONTINUE TO Q3, ELSE SKIP TO Q5
- *Grade 10*
- *Grade 11*
- *Grade 12*

3. What subject(s) do you currently teach? Select all that apply: [RANDOMIZE RESPONSE OPTIONS]

- € *Math* → IF SELECTED CONTINUE TO Q3; IF NOT SELECTED THANK AND TERMINATE
- € *English*

- € Reading
- € Social Studies
- € Geography
- € History
- € Science
- € Physical Education/Gym/Health
- € Other (Please specify:)_____

3a. Are you a full or part-time substitute teacher?

- Yes → THANK AND TERMINATE
- No

4. <What math classes are you currently teaching? Please select all that apply.>

- Algebra 1 including 1A and 1B
- Geometry
- Algebra 2
- Trigonometry
- Review or Remedial Math including Basic, Business, Consumer, Functional, or General math
- Integrated Math 1
- Advanced Placement (AP) Statistics
- Other Statistics or Probability
- Integrated Math 2 or above
- Pre-algebra
- Analytic Geometry
- Pre-calculus
- Advanced Placement (AP) Calculus AB or BC
- Other Calculus
- International Baccalaureate (IB) mathematics standard level
- International Baccalaureate (IB) mathematics higher level
- Other math course (Please Specify: _____)

5. What is your gender?

- Male
- Female
- Prefer not to answer

6. Are you of either Hispanic or Latino(a) origin?

- Yes
- No
- Prefer not to Answer

7. What is your race? (Select all that apply)

- American Indian or Alaska Native
- Asian
- Black or African American
- Native Hawaiian or Other Pacific Islander
- White

8. What is the name of the school where you work and where is it located?

Name: _____ City: _____ State: _____ ZIP code: _____

IF RESPONDENT DOES NOT ENTER ZIP CODE → Q6, ELSE SKIP TO Q7

6. Would you consider the school you work in to be:

- Urban
- Suburban
- Rural

7. What type of school is <NAME OF SCHOOL>? READ LIST:

- Public School
- Charter school
- Religious Private School
- Other Private School
- Other (Please specify:) _____

8. What kind of school calendar does your school use?

- Traditional (9 months on, 3 months off)
- Year-round
- Trimester
- Other (Please specify:) _____

9. How many years have you been working as a <teacher/ school administrator/ counselor>?

- 0-1
- 2-5
- 6-10
- 11-15
- 16-20
- 20+

10. [For School Staff] Are you interested in participating?

- Yes, I am interested in participating → CONTINUE TO Q11
- No, I am not interested in participating → THANK AND TERMINATE

[Termination Language: Based on the requirements of this study, we are not able to include you in the interviews at this time. We greatly appreciate your time. Have a good day.]

11. We are conducting interview sessions between <DATE> and <DATE>. Please select three (3) days and times that would work for you to participate in the research interview.

RECORD MOST PREFERRED DATE AND TIME: _____

RECORD 2nd ALTERNATE DATE AND TIME: _____

RECORD 3rd ALTERNATE DATE AND TIME: _____

12. To participate in the interview and receive the gift card do you understand that you must have a completed and signed consent form to participate?

- c. Yes

d. No → THANK AND TERMINATE

13. *Thank you for your interest. If qualifications are met, we will call to follow-up with you about additional questions we may have and potentially scheduling an interview. Could you please provide us with your contact information?*
(All required except "Alternate phone number")

RECORD FIRST NAME: _____

RECORD LAST NAME: _____

RECORD EMAIL ADDRESS: _____

BEST PHONE NUMBER: _____

ALTERNATE PHONE NUMBER _____

Attachment III
Consent to Participate in Research

Appendix AD: Consent Form for Parent/Guardian of Teenager Participants (Under 18)

CONSENT FORM FOR PARTICIPATION IN RESEARCH

Thank you for allowing your teenager to participate in the study described below. This consent form explains the study. Please read it carefully and feel free to ask questions about anything you do not understand. If you do not have questions now, you may ask them later as they occur to you.

1. What is this study about?

On behalf of the U.S. Department of Education's National Center for Education Statistics (NCES), EurekaFacts, a research company based in Rockville, MD, is administering interviews with teenagers <and one of their parents/legal guardians> to evaluate some questions for the High School and Beyond 2020 (HS&B:20) study. This study looks at how students progress through high school to postsecondary education and/or into the workforce. Each participant's feedback will help NCES improve the questions, so they are clear and can be easily understood and answered by thousands of other individuals across the country.

2. Where will the research interview take place?

For your convenience, all interviews will be conducted at the EurekaFacts office at <ADDRESS>. <Though interviews will happen at the same time, the parent and student will be interviewed separately.>

3. What will happen during the research interview?

During the interview, participants will complete a set of survey and/or test questions and be asked how they interpreted each question and how they came up with each answer. These follow-up questions will focus on the participant's understanding of the questions. All interviews will be audio recorded and may be video recorded and will include a screen recording.

4. Will information be kept private?

Each participant will be assigned a unique identifier (ID), and their name will not be linked to their answers. All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Audio and any video from the session will be recorded only for analysis. NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

5. How long will the research interview last and when will it take place?

The teenager interview will last no more than <30 or 90> minutes <,and the parent interview will last no more than 60 minutes>. Interviews will only require one visit to our office and can be scheduled at your convenience.

6. Will the results go to the participant's school or place of work?

Participants' responses will not be disclosed to their school or place of work and will not be linked to any personally identifiable information.

7. Is there an incentive for participating?

Yes. The teenager will receive a <\$25/\$35> **gift card** from a major credit card company at the end of the session as a thank you for participating. <The parent or legal guardian who participates in the corresponding interview will receive a **\$50 gift card** as a thank you for their time and effort./Any parent or legal guardian who provides transportation to and from the interview will also receive a **\$25 gift card** as a thank you for their time and effort.>

8. What are the possible risks of being in the study?

There are no known risks to participating in this voluntary study.

9. Who can I contact with questions or for further information?

If you have any questions about the study, you can call <NAME>, the <TITLE> at <CONTACT PHONE>. If you have questions about your rights as a study participant, you can call the EurekaFacts' Office of Research Protection at <PHONE NUMBER> (a toll-free number).

10. Can participation end early?

Participation in this study is completely voluntary. The participant has the right to refuse to answer particular questions. The participant may elect to withdraw from this study at any time and can leave the interview early if they wish.

___ **Yes**, I agree to allow my teenager to participate in this study

___ **No**, I do not want to allow my teenager to participate in this study

By signing below, you agree that your teenager, _____, may participate in this study and that we may record your conversation with the researcher, including audio recording, screen recording and possibly video recording. participate in this study. <Your teenager's session will involve an activity in English.> Your teenager will receive a <\$25/\$35> gift card from a major credit card company at the conclusion of the interview.

Additionally, you will receive a <\$50/\$25> gift card from a major credit card company <at the conclusion of your corresponding interview session/as a thanks for providing your teenager with transportation to and from the interview.>

Your signature below will indicate that your questions have been answered satisfactorily, and that you have read and understood the information provided above.

Print Name: _____

Signature: _____ Date: _____

To be completed by EurekaFacts staff:

Teenager Payment Card Transaction Number: _____

Parent/Legal Guardian Payment Card Transaction Number: _____

Appendix AE: Consent Form for Parent Participants of 9th-Grade Students

CONSENT FORM FOR PARTICIPATION IN RESEARCH

Thank you for your interest in participating in the study described below. This consent form explains the study. Please read it carefully and feel free to ask questions about anything you do not understand. If you do not have questions now, you may ask them later as they occur to you.

1. What is this study about?

On behalf of the U.S. Department of Education's National Center for Education Statistics (NCES), EurekaFacts, a research company based in Rockville, MD, is administering interviews with 9th-grade students and one of their parents/legal guardians to evaluate some questions for the High School and Beyond 2020 (HS&B:20) study. This study looks at how students progress through high school to postsecondary education and/or into the workforce. Each participant's feedback will help NCES improve the questions, so they are clear and can be easily understood and answered by thousands of other individuals across the country.

2. Where will the research interview take place?

For your convenience, both interviews will be conducted at the same time at the EurekaFacts office at <ADDRESS>. Though interviews will happen at the same time, the parent and student will be interviewed separately.

3. What will happen during the research interview?

During the interview, participants will complete a set of survey and/or test questions and be asked how they interpreted each question and how they came up with each answer. These follow-up questions will focus on the participant's understanding of the questions. All interviews will be audio recorded and may be video recorded and will include a screen recording.

4. Will information be kept private?

Each participant will be assigned a unique identifier (ID), and their name will not be linked to their answers. All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Audio and any video from the session will be recorded only for analysis. NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

5. How long will the research interview last and when will it take place?

The student interview will last no more than 90 minutes, and the parent interview will last no more than 60 minutes. Interviews will only require one visit to our office and can be scheduled at your convenience.

6. Will the results go to the participant's school or place of work?

Participants' responses will not be disclosed to their school or place of work and will not be linked to any personally identifiable information.

7. Is there an incentive for participating?

Yes. The student will receive a **\$35 gift card** from a major credit card company at the end of the session as a thank you for participating. The parent or legal guardian who participates in the corresponding interview will receive a **\$50 gift card** as a thank you for their time and effort.

8. What are the possible risks of being in the study?

There are no known risks to participating in this voluntary study.

9. Who can I contact with questions or for further information?

If you have any questions about the study, you can call <NAME>, the <TITLE> at <CONTACT PHONE>. If you have questions about your rights as a study participant, you can call the EurekaFacts' Office of Research Protection at <PHONE NUMBER> (a toll-free number).

10. Can participation end early?

Participation in this study is completely voluntary. The participant has the right to refuse to answer particular questions. The participant may elect to withdraw from this study at any time and can leave the interview early if they wish.

____ **Yes**, I agree to participate in this study

____ **No**, I do not want to participate in this study

By signing below, you agree that you, _____, will participate in this study and that we may record your conversation with the researcher, including audio recording, screen recording and possibly video recording. You will receive a \$50 gift card from a major credit card company at the conclusion of the session.

Additionally, your student will receive a \$35 gift card from a major credit card company at the conclusion of their corresponding interview session.

Your signature below will indicate that your questions have been answered satisfactorily, and that you have read and understood the information provided above.

We thank you for your voluntary participation and ask you to sign the form below.

Print Name: _____

Signature: _____ Date: _____

To be completed by EurekaFacts staff:

Student Payment Card Transaction Number: _____

Parent/Legal Guardian Payment Card Transaction Number: _____

Appendix AF: Consent Form for Teenager Participants 18 Years Old

CONSENT FORM FOR PARTICIPATION IN RESEARCH

Thank you for your interest in participating in the study described below. This consent form explains the study. Please read it carefully and feel free to ask questions about anything you do not understand. If you do not have questions now, you may ask them later as they occur to you.

1. What is this study about?

On behalf of the U.S. Department of Education's National Center for Education Statistics (NCES), EurekaFacts, a research company based in Rockville, MD, is administering interviews with teenagers to evaluate some questions for the High School and Beyond 2020 (HS&B:20) study. This study looks at how students progress through high school to postsecondary education and/or into the workforce. Each participant's feedback will help NCES improve the questions, so they are clear and can be easily understood and answered by thousands of other individuals across the country.

2. Where will the research interview take place?

For your convenience, all interviews will be conducted at the EurekaFacts office at <ADDRESS>.

3. What will happen during the research interview?

During the interview, participants will complete a set of test questions and be asked how they interpreted each question and how they came up with each answer. These follow-up questions will focus on the participant's understanding of the questions. All interviews will be audio recorded and may be video recorded and will include a screen recording.

4. Will information be kept private?

Each participant will be assigned a unique identifier (ID), and their name will not be linked to their answers. All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Audio and any video from the session will be recorded only for analysis. NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

5. How long will the research interview last and when will it take place?

The interview will last no more than 30 minutes. Interviews will only require one visit to our office and can be scheduled at your convenience.

6. Will the results go to the participant's school or place of work?

Participants' responses will not be disclosed to their school or place of work and will not be linked to any personally identifiable information.

7. Is there an incentive for participating?

Yes. You will receive a **\$25 gift card** from a major credit card company at the end of the session as a thank you for participating. Any parent or legal guardian who provides transportation to and from the interview will also receive a **\$25 gift card** as a thank you for their time and effort.

8. What are the possible risks of being in the study?

There are no known risks to participating in this voluntary study.

9. Who can I contact with questions or for further information?

If you have any questions about the study, you can call <NAME>, the <TITLE> at <CONTACT PHONE>. If you have questions about your rights as a study participant, you can call the EurekaFacts' Office of Research Protection at <PHONE NUMBER> (a toll-free number).

10. Can participation end early?

Participation in this study is completely voluntary. The participant has the right to refuse to answer particular questions. The participant may elect to withdraw from this study at any time and can leave the interview early if they wish.

____ **Yes**, I agree to participate in this study

____ **No**, I do not want to participate in this study

By signing below, you agree that you, _____, will participate in this study and that we may record your conversation with the researcher, including audio recording, screen recording and possibly video recording. <Your session will involve an activity in English.> You will receive a \$25 gift card from a major credit card company at the conclusion of the session.

Any parent or legal guardian who provides transportation to and from the interview will also receive a \$25 gift card as a thank you for their time and effort.

Your signature below will indicate that your questions have been answered satisfactorily, and that you have read and understood the information provided above.

We thank you for your voluntary participation and ask you to sign the form below.

Print Name: _____

Signature: _____ Date: _____

To be completed by EurekaFacts staff:

Teenager Payment Card Transaction Number: _____

Parent/Legal Guardian Payment Card Transaction Number: _____

Appendix AG: Consent Form for High School Staff Participants (In-person)

CONSENT FORM FOR PARTICIPATION IN RESEARCH

Thank you for your interest in participating in the study described below. This consent form explains the study. Please read it carefully and feel free to ask questions about anything you do not understand. If you do not have questions now, you may ask them later as they occur to you.

1. What is this study about?

On behalf of the U.S. Department of Education's National Center for Education Statistics (NCES), EurekaFacts, a research company based in Rockville, MD, is administering interviews with principals, high school counselors, and 9th-grade math teachers employed in public, private and charter schools to evaluate some survey questions for the High School and Beyond 2020 (HS&B:20) study. This study looks at how students progress through high school to postsecondary education and/or into the workforce. Each participant's feedback will help NCES improve the survey questions, so they are clear and can be easily understood and answered by thousands of other individuals across the country.

2. Where will the research interview take place?

Some interviews will be conducted locally at the EurekaFacts office at <ADDRESS>. Additionally, school staff have the option to be interviewed at their school or via <telephone/a video-call on an online conferencing program, such as Skype for Business>.

3. What will happen during the research interview?

During the interview, participants will be asked to provide feedback on survey questions. The interviewer will ask how they interpreted each question and how they came up with each answer. These follow-up questions will focus on the participant's understanding of the questions. All interviews will be audio and video recorded and will include a screen recording and an image of the respondent's face.

4. Do I need to do anything special for the remote interviews?

For remote interviews, the participant will need to have a good cellular or landline connection, access to the internet, and a computer, tablet, or smartphone to use to complete the survey. The participant will also need access to a quiet private space where the participant can engage in the interview for its duration. The participant will need to return their electronically signed consent form prior to the start of the interview. All instructions will be provided in a confirmation email.

5. Will information be kept private?

Each participant will be assigned a unique identifier (ID), and their name will not be linked to their answers. All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Audio and video from the session will be recorded only for analysis. NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

6. How long will the research interview last and when will it take place?

The interview will last no more than <30/60> minutes. Interviews will only require one session and can be scheduled at your convenience.

7. Will the results go to the participant's place of work?

Participants' responses will not be disclosed to their place of work and will not be linked to any personally identifiable information.

8. Is there an incentive for participating?

Yes. The participant will receive a **\$50 gift card** from a major credit card company as a thank you for participating. Participants who complete <phone/virtual> interviews will receive their gift card via email within 10 business days of the conclusion of the session.

9. What are the possible risks of being in the study?

There are no known risks to participating in this voluntary study.

10. Who can I contact with questions or for further information?

If you have any questions about the study, you can call <NAME>, the <TITLE> at <CONTACT PHONE>. If you have questions about your rights as a study participant, you can call the EurekaFacts' Office of Research Protection at <PHONE NUMBER> (a toll-free number).

11. Can participation end early?

Participation in this study is completely voluntary. The participant has the right to refuse to answer particular questions. The participant may elect to withdraw from this study at any time and can leave the interview early if they wish.

____ **Yes**, I agree to participate in this study

____ **No**, I do not want to participate in this study

By signing below, you agree that you, _____, will participate in this study and that we may record your conversation with the researcher, including audio recording, screen recording, and possibly video recording. You will receive a \$50 gift card from a major credit card company at the conclusion of the session. Your signature below will indicate that your questions have been answered satisfactorily, and that you have read and understood the information provided above.

We thank you for your voluntary participation and ask you to sign the form below.

Print Name: _____

Signature: _____ Date: _____

To be completed by EurekaFacts staff:

Payment Card Transaction Number: _____

Appendix AH: Consent Form for High School Staff Participants (Remote)

ELECTRONIC CONSENT FORM FOR PARTICIPATION IN RESEARCH

Thank you for your interest in participating in the study described below. This consent form explains the study. Please read it carefully and feel free to ask questions about anything you do not understand. If you do not have questions now, you may ask them later as they occur to you. Once you have read the consent form in its entirety please type your name and date in the specified fields at the bottom of this form to constitute your electronic signature.

1. What is this study about?

On behalf of the U.S. Department of Education's National Center for Education Statistics (NCES), EurekaFacts, a research company based in Rockville, MD, is administering interviews with principals, high school counselors, and 9th-grade math teachers employed in public, private and charter schools to evaluate some survey questions for the High School and Beyond 2020 (HS&B:20) study. This study looks at how students progress through high school to postsecondary education and/or into the workforce. Each participant's feedback will help NCES improve the survey questions, so they are clear and can be easily understood and answered by thousands of other individuals across the country.

2. Where will the research interview take place?

Some interviews will be conducted locally at the EurekaFacts office at <ADDRESS>. Additionally, school staff have the option to be interviewed at their school or via <telephone/a video-call on an online conferencing program, such as Skype for Business>.

3. What will happen during the research interview?

During the interview, participants will be asked to provide feedback on survey questions. The interviewer will ask how they interpreted each question and how they came up with each answer. These follow-up questions will focus on the participant's understanding of the questions. All interviews will be audio and video recorded and will include a screen recording and an image of the respondent's face.

4. Do I need to do anything special for the remote interviews?

For remote interviews, the participant will need to have a good cellular or landline connection, access to the internet, and a computer, tablet, or smartphone to use to complete the survey. The participant will also need access to a quiet private space where the participant can engage in the interview for its duration. The participant will need to return their electronically signed consent form prior to the start of the interview. All instructions will be provided in a confirmation email.

5. Will information be kept private?

Each participant will be assigned a unique identifier (ID), and their name will not be linked to their answers. All of the information provided by participants may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Audio and video from the session will be recorded only for analysis. NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

6. How long will the research interview last and when will it take place?

The interview will last no more than <30/60> minutes. Interviews will only require one session and can be scheduled at your convenience.

7. Will the results go to the participant's place of work?

Participants' responses will not be disclosed to their place of work and will not be linked to any personally identifiable information.

8. Is there an incentive for participating?

Yes. The participant will receive a **\$50 gift card** from a major credit card company as a thank you for participating. Participants who complete remote interviews will receive their gift card via email within 10 business days of the conclusion of the session.

9. What are the possible risks of being in the study?

There are no known risks to participating in this voluntary study.

10. Who can I contact with questions or for further information?

If you have any questions about the study, you can call <NAME>, the <TITLE> at <CONTACT PHONE>. If you have questions about your rights as a study participant, you can call the EurekaFacts' Office of Research Protection at <PHONE NUMBER> (a toll-free number).

11. Can participation end early?

Participation in this study is completely voluntary. The participant has the right to refuse to answer particular questions. The participant may elect to withdraw from this study at any time and can leave the interview early if they wish.

___ **Yes**, I agree to participate in this study

___ **No**, I do not want to participate in this study

[Please place an 'X' next to your selection]

By signing below, you agree that you, [Type full name here]_____, will participate in this study and that we may record your conversation with the researcher, including audio recording, screen recording, and possibly video recording. You will receive an electronic \$50 gift card from a major credit card company via email within ten business days at the conclusion of the interview. Your signature below will indicate that your questions have been answered satisfactorily, and that you have read and understood the information provided above.

We thank you for your voluntary participation and ask you to digitally sign the form below by typing your name and the date into the fields below.

Print Name: _____

Date:_____

To be completed by EurekaFacts staff:

Payment Card Transaction Number: _____

[NOTE: Several aspects of this digital consent form will be programmed, including requiring a selection and signature].

Attachment IV

Interview Protocol

Appendix AI. Interviewer Welcome Script and Assent/Consent

Note to Interviewer: The following script does not have to be read verbatim. Interviewers should be thoroughly familiar with the italicized content below to the extent that you present the cognitive and usability interview process to the participant in a conversational style throughout the interview. You should develop a friendly rapport by projecting a warm and reassuring tone toward the participant.

After answering questions and giving further explanation, begin the interview with the first item.

The duration of each cognitive interview will be **<90 minutes** for 9th-graders, **30 minutes** for teenagers and principals, and **60 minutes** for parents and other school personnel>.

Introduction to the Study

Hello, my name is _____.

Thank you for <COMING HERE or BEING AVAILABLE> today to help us.

For 9th-grade Teenager Pair Interviews:

Create small talk to build rapport with the student by asking a question, such as:

- *What is your favorite food?*

Follow up with 2 or 3 questions to get the teenager used to talking, such as:

- *That's interesting—what do you like about <favorite food> so much?*
- *That's great, I really enjoy <favorite food> too. I think you'll enjoy what we are going to be doing today.*

First, let me begin by explaining why I am here and what you are going to be doing. You are going to be providing feedback on a special new study called the High School and Beyond 2020 study. It looks at how students progress through high school and into education after high school or into the workforce. It is being administered for the National Center for Educational Statistics, which is part of the U.S. Department of Education. This study will include a survey and a math test and is designed for teenagers in the United States. You will help us develop a better survey and test for other teenagers.

It's okay if you don't understand a question or do not know how to answer a question. I will not be grading your work today and no one will know that it was you who did the task. My goal is to learn how well the questions are written so that we can improve them if needed. Your honest feedback is important. I didn't work on developing any of the materials, so I won't be offended by any negative opinions. Please feel free to share your thoughts and opinions.

We will work together on this task for a total of 90 minutes. If at any time you decide you don't want to go on, that is your choice, and you may stop.

For Teenagers NOT in 9th grade:

Create small talk to build rapport with the student by asking a question, such as:

- *What is your favorite food?*

Follow up with 2 or 3 questions to get the teenager used to talking, such as:

- *That's interesting—what do you like about <favorite food> so much?*
- *That's great, I really enjoy <favorite food> too. I think you'll enjoy what we are going to be doing today.*

First, let me begin by explaining why I am here and what you are going to be doing. You are going to be providing feedback on a special new study called the High School and Beyond 2020 study. It looks at how

students progress through high school and into education after high school or into the workforce. It is being administered for the National Center for Educational Statistics, which is part of the U.S. Department of Education. This study will include <a math test/an English Language screener> and is designed for teenagers in the United States. You will help us develop a better test for other teenagers.

It's okay if you don't understand a question or do not know how to answer a question. I will not be grading your work today and no one will know that it was you who did the task. My goal is to learn how well the questions are written so that we can improve them if needed. Your honest feedback is important. I didn't work on developing any of the materials, so I won't be offended by any negative opinions. Please feel free to share your thoughts and opinions.

We will work together on this task for a total of 30 minutes. If at any time you decide you don't want to go on, that is your choice, and you may stop.

Continue below.

For Parents & School Personnel:

I have some questions that <PARENTS, ADMINISTRATORS, TEACHERS, SCHOOL COUNSELORS, SCHOOL STAFF> in many different cities and schools across the country will be asked to answer about their <CHILD AND CHILD'S SCHOOL, WORK AND SCHOOLS>. These questions are part of a study looking at how students progress through high school to postsecondary education and into the world of work. This study is conducted by the National Center for Educational Statistics, a part of the U.S. Department of Education.

The purpose of this interview is to essentially “test the survey.” Our goals are to make sure that these questions are applicable to a wide variety of educational circumstances, and to make the questions clearer so that other < PARENTS, ADMINISTRATORS, TEACHERS, SCHOOL COUNSELORS, SCHOOL STAFF> can easily understand and answer them. That is why we need your feedback. Your candid responses and feedback today will help us improve the survey for other <PARENTS, ADMINISTRATORS, TEACHERS, SCHOOL COUNSELORS, SCHOOL STAFF> and, ultimately, help to ensure that the results of the study are accurate and valid.

There are no right or wrong answers. We will work together on this task for a total of <30/60> minutes. If at any time you decide you don't want to go on, that is your choice, and you may stop.

Continue:

This interview will be audio and may be video recorded so that researchers can review the recordings later. Recording the interview also allows me to focus all my attention on our discussion, since what you have to say is very important. Do I have your permission to record this interview?

START RECORDING

In addition to recording the interview, there may be colleagues of mine observing so that they can see firsthand what it is like for you to answer the questions. Nevertheless, all of the information you provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Furthermore, your name will not be included in any report. NCES is authorized to conduct this study by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

Do you have any questions?

Let me explain a little about what you can expect during this interview. I am interested in your experiences, thoughts, and interpretations of the items. I will be asking you for details about your interpretations of the questions, such as how you understand what is being asked or if anything was confusing to you. Like I said before, your honest feedback is important, so please feel free to share your thoughts and ask any questions that come to your mind.

If, for any reason, the participant is no longer interested in participating, thank the participant for his/her time and end the interview.

After completing the interview, thank participant for his/her time and provide a gift card, as appropriate.