Appendix A

Classroom Roster Request Form

Impact Evaluation of Teacher Residency Programs
REQUEST FORM FOR ASSIGNING STUDENTS TO CLASSES
School Year [2021-2022/2022-2023]

Mathematica
Progress Together

In order for Mathematica to assign students to classrooms for fall [2021/2022], please do the following:

1. Comple[...]
the same grade and subject, between which students are to be assigned.

2. P repare the <u>list/roster of students</u>. Include each student's first name, last name, student ID, and any student characteristics (such as gender or academic ability) you would like us to balance across classrooms. Please include student gender if there are no other characteristics you would like us to balance across classrooms.

3. Return this form and the list/roster of students using the link and instructions provided for the study's secure <u>file transfer site</u>.

A. This form and the attached roster of students are for:

School Name: _____

District Name: _____

State: _____

Class Type:

☐ **General** (*may contain some special education or English learner students*)

☐ Self-contained **English learner class**

☐ Self-contained **bilingual class**

☐ **Other (specify)** _____

Subject(s):

☐ English language arts

☐ Math

☐ Both English language arts and math

Grade: *Please mark grade below. Select one only.*

GRADE 3	GRADE 4	GRADE 5	GRADE 6	GRADE 7	GRADE 8
☐ 3	☐ 4	☐ 5	☐ 6	☐ 7	☐ 8

Day/Block/Family (if applicable): _____

Period/Time (if applicable): _____

B. Date classroom assignment lists should be sent back to the school: _____/____ / 20____
         month   day   year

C. The attached list(s) of _____ students is to be divided into _____ classes.
      number   number

D. Please list <u>first</u> and <u>last names</u> of lead <u>teachers</u> expected to teach these classes.
Write "Unknown" if you do not know who the lead teacher will be or whether the lead teacher graduated from a teacher residency program.

	Teacher First Name	Teacher Last Name	Residency Program Graduate? (Y/N)
1.			
2.			
3.			
4.			
5.			
6.			

REQUEST FORM FOR ASSIGNING STUDENTS TO CLASSES
School Year [2021-2022/2022-2023]

E. ***Assignment Criteria (optional):*** Indicate up to 3 criteria (such as gender or academic ability) that must be taken into account when assigning students to classrooms. *Note: Because we are assigning students randomly, the classrooms will be automatically balanced on most criteria.*

Number	Criterion	Codes Used	Code Meaning

F. ***Exceptions (optional):*** Describe any necessary exceptions to assignment lottery (*for example, students who must be assigned to different classrooms or to a particular teacher*). Such requests should not exceed 10 percent of students per class. Please clearly specify the names of the students and the assignment requests:

1	
2	
3	
4	
5	

Impact Evaluation of Teacher Residency Programs
REQUEST FORM FOR ASSIGNING STUDENTS TO CLASSES
School Year [2021-2022/2022-2023]

EXAMPLE ⋔ Mathematica
Progress Together

In order for Mathematica to assign students to classrooms for fall [2021/2022], please do the following:

1. Complete this form (one new form for each <u>classroom match</u>). *A classroom match is a group of classes of the same grade and subject, between which students are to be assigned.*

   2.   Prepar

characteristics (such as gender or academic ability) you would like us to balance across classrooms. Please include student gender if there are no other characteristics you would like us to balance across classrooms.

   3. Return this form and the list/roster of students using the link and instructions provided for the study's secure <u>file transfer site</u>.

A. This form and the attached roster of students are for:

School Name: | Best Elementary School

District Name: | Middleton District

State: | NJ

Class Type:

☒ **General** *(may contain some special education or English learner students)*

☐ Self-contained **English learner class**

☐ Self-contained **bilingual class**

☐ **Other (specify)** _____

Subject(s):

☐ English language arts

☐ Math

☒ Both English language arts and math

Grade: *Please mark grade below.   Select one only.*

GRADE 3	GRADE 4	GRADE 5	GRADE 6	GRADE 7	GRADE 8
☐ 3	☐ 4	☒ 5	☐ 6	☐ 7	☐ 8

Day/Block/Family (if applicable): | Tuesday-Thursday, Block 2 (10:00-11:30 AM)

Period/Time (If applicable): | 10:00-11:30 AM

B. Date classroom assignment lists should be sent back to the school: **06 / 30 / 2021**
   month day   year

C. The attached list(s) of **60** students is to be divided into **3** classes.
   number   *number*

D. Please list <u>first</u> and <u>last names</u> of lead <u>teachers</u> expected to teach these classes.
   Write "Unknown" if you do not know who the lead teacher will be or whether the lead teacher graduated from a teacher residency program.

	Teacher First Name	Teacher Last Name	Residency Program Graduate? (Y/N)
1.	William	Shakespeare	Y
2.	Jane	Austen	N
3.	Alice	Walker	N
4.			
5.			

REQUEST FORM FOR ASSIGNING STUDENTS TO CLASSES
School Year [2021-2022/2022-2023]

E. ***Assignment Criteria (optional):*** Indicate up to 3 criteria (such as gender or academic ability) that must be taken into account when assigning students to classrooms. *Note: Because we are assigning students randomly, the classrooms will be balanced on most criteria automatically.*

Number	Criterion	Codes Used	Code Meaning
1	Gender	F	Female
		M	Male
2	English Language Learner	Y	Yes
		N	No

F. ***Exceptions (optional):*** Describe any necessary exceptions to assignment lottery (*for example, students who must be assigned to different classrooms or to a particular teacher*). Such requests should not exceed 10 percent of students per class. Please clearly specify the names of the students and the assignment requests:

1	**Langston Hughes** and **George Orwell** must be in separate classrooms
2	**John Steinbeck** must be placed in Mr. Shakespeare's classroom
3	**Toni Morrison** and **Richard Wright**must NOT be separated
4	
5	

STUDENT LIST / ROSTER *(fictitious names listed below)*

SCHOOL NAME: Best Elementary School, Middleton District

TOTAL NUMBER OF STUDENTS: 57

GRADE: GRADES 5

SUBJECT: ENGLISH LANGUAGE ARTS AND MATH   **Lead** Teachers are: Shakespeare, Austen, and Walker

	First name	Last name	Student ID	Gender (criterion #1)	EL (criterion #2)
				Assignment Criteria	
1	Virginia	Woolf	1000351	F	N
2	Richard	Wright	1000452	M	N
3	Charles	Dickens	1000600	M	N
4	Maya	Angelou	1000601	F	N
5	George	Orwell	1000502	M	Y
6	Alex	Haley	1000503	M	N
7	John	Steinbeck	1000901	M	Y
8	Phillis	Wheatley	1000111	F	N
9	Langston	Hughes	1000250	M	N
10	Agatha	Christie	1000605	F	N
11	W.E.B.	Du Bois	1000559	M	N
12	Toni	Morrison	1000669	F	N
13	Octavia	Butler	1000999	F	N
51	Lorraine	Hansberry	1000667	F	Y
52	Zora Neale	Hurston	1000553	F	Y
53	Ernest	Hemmingway	1000523	M	N
54	James	Joyce	2000783	M	N
55	August	Wilson	9000900	M	N
56	James	Baldwin	2000352	M	N
57	Kurt	Vonnegut	3000651	M	N