INSTRUMENT 5

Teaching Staff Roster

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Early Care and Education Leadership Study (ExCELS)
Teaching Staff Roster

Center name: _____   **Center phone:** _____

Primary site leader/on-site coordinator name: _____   **Primary site leader/on-site coordinator phone:** _____

Purpose and instructions:

The teaching staff roster will help us obtain a list of center staff in teaching positions to invite them to participate in the teaching staff survey.

Teaching staff refers to all staff who provide care and education to children in the classroom including lead, head, or co-teachers and assistant teachers. This may include short-term positions or service members from organizations like Teach for America or AmeriCorps if they are paid to provide care and education to children in the classroom.

For the purpose of this study, we are only interested in teaching staff who work with or support activities for children from birth to age 5 and not yet in kindergarten. Do not include staff who focus only on kindergarten, school-aged child care, or summer camps for older children.

In the table below, please list the first name, last name, position, email address, and classroom name for all teaching staff working with children from birth to age 5 and not yet in kindergarten at this center. Please provide a work email address, but if one is not available, we will accept a personal email address. All information will be kept private.

A	B	C	D
First and last name	**Position**	**Email address**	**Classroom name**
1)	1)	1)	1)
2)	2)	2)	2)
3)	3)	3)	3)
4)	4)	4)	4)
5)	5)	5)	5)
6)	6)	6)	6)
7)	7)	7)	7)
8)	8)	8)	8)
9)	9)	9)	9)
10)	10)	10)	10)
11)	11)	11)	11)
12)	12)	12)	12)
13)	13)	13)	13)
14)	14)	14)	14)

A	B	C	D
First and last name	**Position**	**Email address**	**Classroom name**
15)	15)	15)	15)
16)	16)	16)	16)
17)	17)	17)	17)
18)	18)	18)	18)
19)	19)	19)	19)
20)	20)	20)	20)
21)	21)	21)	21)
22)	22)	22)	22)
23)	23)	23)	23)
24)	24)	24)	24)
25)	25)	25)	25)

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