

**PAPERWORK REDUCTION ACT  
CHANGE SHEET**

School Pulse Panel (SPP) 2023-24 September and October Questionnaire Items  
and August-January Communications Change Request

<b>Agency/Subagency</b> U.S. Department of Education, Institute of Education Sciences		<b>OMB Control Number</b> 1850-0975 v.3
<b>Current Record</b>		<b>New Record</b>
<b>Agency form number(s)</b>	NA	NA
<b>Annual reporting and record keeping hour burden</b>		
<b>Number of respondent</b>	1,235	1,235
<b>Total annual responses</b>	53,955	53,955
<b>Percent of these responses collected electronically</b>	100%	100%
<b>Total annual hours</b>	10,175	10,175
<b>Difference</b>		
<b>Explanation of difference</b>		
<b>Program change</b>		
<b>Adjustment</b>		
<b>Annual reporting and record keeping cost burden (in thousands of dollars)</b>		
<b>Total annualized capital/startup costs</b>	NA	NA
<b>Total annual costs (O&amp;M)</b>	NA	NA
<b>Total annualized cost requested</b>	NA	NA
<b>Difference</b>		
<b>Explanation of difference</b>		
<b>Program change</b>		
<b>Adjustment</b>	NA	NA
<b>Othechange**</b>		
<p>The School Pulse Panel is an ongoing study conducted by the National Center for Education Statistics (NCES), part of the Institute of Education Sciences (IES), within the United States Department of Education, to collect extensive data on current and emerging issues concerning students and staff in U.S. public primary, middle, high, and combined-grade schools. Specifically, the survey will ask school office staff about topics such as staffing, college and career readiness, school improvement plans, tutoring, summer programs, facilities, learning strategies and recovery, after-school programs, and world and dual language programs. The SPP has become one of the nation's main sources of timely and reliable data on issues concerning the education environment, as reported by principals in U.S. public schools.</p> <p>The SPP monthly data collection went through a 60-day public comment period, followed by a 30-day public comment period (OMB# 1850-0975 v.2) and was formally cleared on July 31, 2023. As described in the documents in that package, after clearing monthly questionnaires, the SPP program regularly submits change memos to finalize the preliminary items cleared as part of regular revisions.</p> <p>The purpose of this memo is to request approval for changes to the September-October SPP questionnaires and the August-January and generic communication materials. The items that were submitted as a part of the 30-day public comment period were undergoing cognitive testing at the time the package was out for public comment. During this same public comment period, NCES leadership wanted to implement minor changes to the communication materials. The communication materials follow the same basic structure for each monthly collection. If a change affected the communications materials in the same way across all months, for brevity, we show an example of that change for one month and label these modifications "global changes." In the communications that were submitted for the 30-day comment period, the phrase "increase the provision of..." was used frequently throughout the materials. NCES leadership expressed interest in removing that language. Those changes are shown in the attached change memo.</p>		
<b>Signature of Senior Official or designee:</b>  <i>Carrie K. Clarady</i>	<b>Date:</b>  August 1, 2023	<b>For OIRA Use</b>  _____

\*\*This form cannot be used to extend an expiration date