

# U.S. Department of Education SEELS/NLTS2 Longitudinal Studies

## **School Characteristics Survey**

#### **Marking Instructions**

Please use a No. 2 pencil or black or blue ink only. Print legible numbers and capital block letters in the boxes.

Correct Numbers and Letters











Thank you for your help in completing this survey – it is vitally important to the success of these significant U.S. Department of Education studies. Study findings will be critical as federal, state and local agencies work to improve the quality of services and results for youth.

Be assured that your answers will be completely confidential; no information will be reported that identifies you, this student, or this school. The NLTS2 and SEELS studies are authorized to collect data under law 20 U.S.C. 123g;34CFR Part 99.

Gathering the following information will help you complete the questionnaire more quickly:

- Student body demographic information, including the estimated number of students who: are eligible for free or reduced-price lunches, are English language learners, are in each ethnic/racial category, and have different kinds of disabilities.
- School personnel numbers, such as the number of teachers and other school personnel working in your school, the number of teachers who are new to your school the number who have less than 3 years teaching experience.
- The number of suspensions, expulsions, and incidents of violence during the 2000-2001 school year.
- If your school includes students in grade 12, the number of students who graduated and the number who dropped out during the 2000-2001 school year.

If you have questions about the studies or the survey, please:
e-mail us at seels-nlts2@sri.com,
or call our hotline toll-free at 1-866-438-8490,
or visit our web sites at www.SEELS.net and www.NLTS2.org.

## Again, thank you!

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control numbers for this information collection are 1820-0632 and 1820-0635. The time required to complete this information collection is estimated to average 32 minutes per response, including the time to review instructions, search existing data sources, gather the data needed and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Education, Washington, D.C. 20202-4651.

	School Characteristics Survey
Toda	y's Date: Month Day Year  — — — — — — — — — — — — — — — — — — —
Α.	SCHOOL CHARACTERISTICS
	Which of the following best describes this school?  PLEASE MARK ONE BOX.  Regular school that serves a wide variety of students  School that serves only students with disabilities  Magnet school that specializes in a particular subject area or theme  Vocational-technical school  Alternative school  Charter school  Juvenile justice facility  Hospital school  Another kind of school (please describe):  Is this school a  PLEASE MARK ALL THAT APPLY.  Public school  Residential/boarding school  Residential/boarding school  Year-round school  School serving a single gender of students
A4.	Number of students enrolled
A5.	About what percentage of enrolled students are absent from school on a typical day?  PLEASE INCLUDE BOTH EXCUSED AND UNEXCUSED ABSENCES.  Percentage of students absent on a typical day





A6.	. How many days are students expected to attend school this academic school year?			
	Number of days students expected to attend school			
Α7.	Which of the following best descr PLEASE MARK ONE BOX	ibes the community in which this school is located?		
	☐ Rural community			
	☐ Small city or town of fewer than 50,000 people			
	that is not a suburb of a larg	•		
	A medium-sized city (50,000			
	☐ A suburb of a medium-sized	•		
	☐ A large city (100,000 to 500,0	00 people)		
	☐ A suburb of a large city			
	☐ A very large city (over 500,00	0 people)		
	☐ A suburb of a very large city			
	☐ A military base or station			
	☐ An Indian reservation			
A8.	In your opinion, how much pressu test scores for all students? PLEASE MARK ONE BOX	re is placed on this school to increase and/or improve student		
	☐ A great deal of pressure			
	☐ A fair amount of pressure			
	☐ A little pressure			
	☐ No pressure at all			
	_			
A9.	9. What is the average class size for the following kinds of classes? Please give your best estimate of what is typical in this school.  PLEASE ENTER A NUMBER, OR INDICATE NOT APPLICABLE, ON EACH LINE.			
	Not applicable; no Number <b>OR</b> classes of this kind			
	Classes of this kind			
		a. General education academic classes		
		b. Vocational education, career education, or applied academics classes		
		c. Special education resource rooms		
		d. Self-contained special education classes		

A10.	0. What proportion of buildings on the school campus are fully accessible to students with physical disabilities (i.e., have ramps, elevators if more than one floor, accessible restrooms)? PLEASE MARK ONE BOX. None				
	☐ Some				
	☐ Most				
A11.	_	previous school year (2000-2001), approximately how many of the following occurred at this school? TER ONE NUMBER ON EACH LINE. ENTER "0" IF NONE.			
	Number of Incidents				
		a. Expulsions			
		b. Out-of-school suspensions			
		c. In-school suspensions			
		d. Incidents of violence			
		e. Arrests resulting from incidents at school or school activities			

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#### **B. STUDENT CHARACTERISTICS**

**Number** of students with

#### PLEASE FEEL FREE TO <u>ESTIMATE</u> PERCENTAGES OR NUMBERS AS NEEDED.

B1. Around October 1 of this year, about how many students receiving special education with IEPs were in each of the following disability categories?

PLEASE ENTER **ONE** NUMBER IN **EACH** BOX FOR THE PRIMARY DISABILITY OF STUDENTS. PLEASE COUNT EACH STUDENT ONLY ONCE. ENTER "0" IF NONE IN A CATEGORY.

prima	ry disability
	a. Attention deficit disorder (ADD)/Attention deficit hyperactivity disorder (ADHD)
	b. Autism
	c. Deaf-blindness
	d. Developmental delay
	e. Serious emotional disturbance or behavior disorder
	f. Deafness
	g. Hearing impairment
	h. Learning disability
	i. Speech or language impairment
	j. Mild mental retardation/cognitive impairment
	k. Moderate/severe mental retardation/cognitive impairment
	I. Multiple disabilities
	m. Other health impairment
	n. Orthopedic or physical impairment
	o. Traumatic brain injury
	p. Visual impairment/blindness
	q. Other (specify):



	Around October 1, about how many students with disabilities who did <b>not</b> have IEPs had a written accommodation plan as required by Section 504 of the Vocational Rehabilitation Act?  PLEASE ENTER "0" IF NONE.				
	Numb	ber of students with a "504 plan"			
		I, about how many students were identified as English language learners (ELL), that is, roficient (LEP) or English-as-a-second-language (ESL) students? " <i>IF NONE</i> .			
	Numb	ber of ELL (LEP or ESL) students			
ı		I, about how many students in the school belonged to each of the following ethnic groups?  PERCENTAGE OR NUMBER FOR EACH LINE.  Number of  students			
	%	a. African-American or Black			
	%	b. American Indian or Alaska Native			
	%	c. Asian			
	%	d. Native Hawaiian or other Pacific Islander			
	%	e. Caucasian or White			
	%	f. Hispanic or Latino			
	%	g. Other			
	About what perce PLEASE MARK ON  Less than 25% 26% to 50% 51% to 75%				
	☐ More than 75	5%			
		entage of the students enrolled in this school last year (2000-2001) moved away from g the school year (student mobility rate)?			
	% Stu	udent mobility rate			

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## C. STAFF, PROGRAMS, AND RESOURCES

L	FREE TO ESTIM	MATE PERCENTAGES OR NUMBERS.				
	About how many FTE teachers in this school  PLEASE ENTER ONE NUMBER ON EACH LINE. ENTER "0" IF NONE. (e.g., 25.5 teachers would be 25.5)					
	FTE	ONE NUMBER ON EACH LINE. ENTER "0" IF NONE. (e.g., 25.5 teachers would be 25.5.5)				
	Teachers	-				
		a. Are fully credentialed for their primary teaching assignment?				
		b. Are in their first year at this school?				
		c. Have less than 3 years teaching experience?				
	typical week (in					
	Approximate Total FTE	ONE NUMBER ON EACH LINE. ENTER "0" IF NONE. (e.g., 25.5 teachers would be $25.5$ )				
	TOTAL FIE	a. General education classroom teachers				
		b. Special education classroom teachers (self-contained or single-subject teachers)				
		c. Special education resource room or consulting teachers				
		d. Bilingual or ESL teachers				
		e. Reading specialists				
		f. Speech/communication therapists or pathologists				
		g. Nursing/medical personnel				
		h. School psychologists or other diagnostic personnel				
		i. Guidance counselors				
		j. Social workers				
		k. Other related services personnel (e.g., occupational or physical therapists or aides)				
		I. Paid teacher aides/instructional assistants				
		m. Librarians, library aides, or other library/media center staff				
		n. Itinerant or special-subject staff not included above (e.g., district staff who teach at multiple schools or come to the school for one subject)				
		o. Administrators				

C3.					ls of schoo	ol staff?		
			nsulting teachers v neral education se		ort studer	nts with disa	abilities who are	in a
		☐ b. Gu	idance counselors			4		
			se managers who o g., inclusion specia		e services	for student	s with disabilities	s
		☐ d. Sch	ool psychologists					
	☐ Students involve☐ ☐ All special educatio☐ Special educatio	district provides f ng within establi ed in school dese ation students.	shed boundaries o gregation. special transportat	or a specifi	ed distan		e school.	
C5.	For each setting in w	For each setting below, please mark in Column A whether this school has computers available <b>for student use</b> .  For each setting in which students have access to computers, please mark in Column B whether any of the computers are connected to the Internet.  Column A  Column B						
			None	Some All Not			If there are any computers, are are of them connected to the internet	
	Are computers availa	able in:	of the classes	classes	ciasses	applicable	Yes	No No
	Regular education a	academic classes?						
	Special education cl	asses?						
	Vocational educatio	on classes?						
	A library, media cen	ter, or computer	lab?					
C6.	Which of the followin PLEASE MARK ALL TO Our school has comp  At no time during During class time During lunch.  Before and/or af During the even On weekends.  During school varies	HAT APPLY. uters available fo ng the school day e. fter school.	r student use	nen studer	nts can use	e computers	at this school?	
		acations.						

C7.	7. What proportion of general education and special education students does this school require to do community service (no students, some students, all students)? PLEASE MARK ONE BOX IN EACH COLUMN.		
	General Education Students	Special Education Students	
	☐ None	□ None	
	☐ Some	☐ Some	
	☐ AII	☐ All	
C8a.	Is there a formal, systematic proce problems, but no IEP or 504 plan (	dure for providing alternatives to students who had learning and/or other e.g., pre-referral interventions)?	
Г	<ul><li>No ⇒⇒⇒ PLEASE GO TO Q</li><li>Yes</li></ul>	UESTION C9.	
<b>€</b> C8b.	. Which of the following are involve PLEASE MARK ALL THAT APPLY.	ed in this procedure?	
	☐ School team conference (e.g.	., multidisciplinary team, student study team)	
	☐ Individual consultation provi		
	Special education pre-referra	l intervention team	
	Parent conferences		
	Uther (specify):		
С9.	PLEASE MARK ALL THAT APPLY.  Open house or "back-to-school-well Regularly scheduled school-well Parents are given interim repositive parents are asked to sign off Parents are given examples of Parents are given positive phonograms are given positive phonograms. Parents as volunteers in the solution Parents involved in instruction Parents involved in governant School-wide e-mail list, Webors Services to support parent involved in Insurages of Translation into languages of the parents involved in governant into Insurages of the parents involved in Insurages of the Insurages of the Insurages of the	orts or report cards on student performance or attendance ats are invited (e.g., science fairs, concerts) enting nool and parent on homework if work that meets high standards one calls or notes from teachers ities at school (e.g., "Family Math") chool  nal issues (e.g., materials selection) ce (e.g., on school site management council) page, or "homework hotline" for communicating information to parents wolvement (e.g., child care for school events) ther than English of information for parents rents (e.g., a family literacy program, ESL classes)	

reaching out to parents who are typically not involved at the school."
PLEASE MARK ONE BOX.
☐ Strongly agree
☐ Agree —
☐ Disagree
☐ Strongly disagree
Which of the following services, resources, or programs does this school have available to students, either as part of the curriculum or before or after school hours?  PLEASE MARK ALL THAT APPLY.
Additional academic programs
☐ Academic supports, such as homework club, tutoring or mentoring assistance outside of regular classes, or Saturday academies
☐ Diagnostic and prescriptive services provided by professionals to identify learning problems and plan programs
☐ Programs for gifted and talented students
☐ Summer school
☐ College and career awareness and preparation activities
☐ Supplemental instructional services in reading or language arts
☐ Supplemental instructional services in math
Enrichment and recreation programs
☐ Enrichment or recreational clubs or activities outside of classes (e.g., literary magazine, cultural activity groups, pep club)
☐ Program for students during the weekend, sponsored by the school
☐ Band, chorus, drama, or other performing opportunities for students
☐ Organized school sports activities
Health and Support services
☐ School-based health clinic
☐ Counseling or pupil services
☐ Reproductive health/pregnancy prevention <b>education</b>
Reproductive health/pregnancy prevention <b>services</b> (e.g., contraceptive distribution, STD testing or treatment)
☐ Drop out prevention program or services
☐ Substance abuse education
☐ Substance abuse treatment services
☐ Teen parenting program
☐ Child care for children of parenting teens
Other programs/initiatives
☐ Conflict resolution/conflict management program
☐ Services for out-of-school youth (e.g., GED program)
☐ School-to-work activities and employment services
☐ Title I
☐ Bilingual or ESL classes
☐ A class size reduction initiative
☐ A school-wide reform project (e.g., Success for All, Comer Schools, Accelerated Schools)
☐ An Obey-Porter grant to support a school-wide reform model (i.e., a grant from the federal Comprehensive School Reform Demonstration Program)

#### D. SPECIAL EDUCATION POLICIES AND PRACTICES

If this school does not have any students with disabilities, PLEASE GO TO SECTION E, PAGE 14.

D1. Which of the following placement options are available for students with disabilities at this school? PLEASE MARK ALL THAT APPLY. General education/inclusion program with services or supports provided in general education classroom Part-time resource room for special education students ☐ Self-contained special education classrooms ☐ Classes co-taught by general and special education teachers ☐ Individual instruction Other: D2. Which of the following are available to general education teachers in this school when students with disabilities are included in their classes? PLEASE MARK ALL THAT APPLY. ☐ Consultation or technical assistance by special education or other staff ☐ Special equipment or materials to use with students with disabilities In-service training on the needs of students with disabilities ☐ Teacher aides, instructional assistants, or aides for individual students Smaller student load or class size ☐ Co-teaching/team teaching with a special education teacher Other: ☐ None of these D3. Which of the following statements describe this school's practice regarding mandated standardized tests for students with disabilities? PLEASE MARK ALL THAT APPLY. "When standardized tests are mandated, students with disabilities are ... " Required to follow the same procedures and meet the same standards for successful completion as regular education students. Provided special accommodations in taking the test (e.g., reader, dictation, more time). Provided with a modified version of the test (e.g., shortened version, different test materials covering same content). ☐ Given the option to complete an alternate assessment. Not included in the mandate. **PLEASE GO TO** Not applicable, standardized tests are not mandated for any students. ⇒ ⇒ ∫ QUESTION D6.

D4.	How are exemptions from standardized tests granted for individual students with disabilities? PLEASE MARK ALL THAT APPLY.			
	☐ Not applicable (no students with disabilities are exempted from these tests)			
	☐ Principal decision ☐			
	☐ IEP committee decision			
	☐ Individual general education teacher decision			
	☐ Individual special education teacher decision			
	☐ Parental request			
	Other (specify):			
D5.	In the most recent reporting of this school's standardized test scores, to what extent were the scores of students with disabilities included in those reported for this school? PLEASE MARK <b>ONE</b> BOX.			
	☐ Scores of <b>all</b> students with disabilities were included.			
	☐ Scores of <b>some</b> students with disabilities were included.			
	☐ Scores of <b>no</b> students with disabilities were included.			
D6.	Does this school have a peer support program that provides social and/or academic support to students with disabilities, such as a "peer buddy" program?  PLEASE MARK ONE BOX.  Yes  No			
D7a.	Standards-based reform is being implemented in various ways around the country. Are students with disabilities addressed in this school's academic content standards (e.g., for math, reading)? PLEASE MARK ONE BOX.			
Г	<ul> <li>Not applicable; our school does not have specific content standards } PLEASE GO TO</li> <li>No → → → → → → → → → → → → → → → → → → →</li></ul>			
↓ D7b.	How are students with disabilities addressed in these content standards?  PLEASE MARK ONE BOX.			
	☐ General policy statement (e.g., "standards will apply to all students")			
	<ul> <li>Specific references to students with disabilities (e.g., "standards will apply to students with a diversity of learning styles, including students with disabilities")</li> </ul>			
	☐ Specific written accommodations and adaptations			
	☐ Individual students handled on a case-by-case basis			
	☐ No special references to students with disabilities			
	Other (specify):			

٠	D8.	Does this school arrange alternative services or placements for special education students who are expelled and/or suspended from this school? PLEASE MARK <b>ONE</b> BOX.
		<ul> <li>□ Not applicable (special education students are not expelled or suspended)</li> <li>□ Yes</li> <li>□ No</li> </ul>
	D9.	Does this school have a policy that prohibits the promotion of students who are performing poorly (i.e., social promotion)?  PLEASE MARK ONE BOX ON EACH LINE.  Yes No
		a. For general education students?   b. For special education students?
	D10.	At what age or grade level does this school begin developing Individualized Transition Plans for students with disabilities?  Age of students OR Grade level Don't develop Individualized Transition Plans
	D11.	For students with disabilities, does this school offer instruction that specifically focuses on transition planning (e.g., a specialized curriculum designed to help students assess options and develop strategies for leaving secondary school and transitioning to adult life)?
		<ul> <li>□ Not Applicable, do not have students transitioning to postsecondary programs</li> <li>□ Yes</li> <li>□ No</li> </ul>
	D12.	Does this school or school district receive any Medicaid funds for providing services to students with disabilities at this school?
		<ul><li>Yes</li><li>□ No</li></ul>

IF THIS SCHOOL IS AN ELEMENTARY, MIDDLE, OR K-8 SCHOOL, PLEASE COMPLETE SECTION E. IF THIS SCHOOL IS A <u>HIGH SCHOOL OR A K-12 SCHOOL</u>, PLEASE GO TO SECTION F.

#### E. MOVING ON (FOR ELEMENTARY, MIDDLE, OR K-8 SCHOOLS ONLY)

- 4	
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E1.	highe	h of the er grade SE MAR	leve	ls (i.e	., th	e tr	ansi																		hoo	ls th	nat :	serv	⁄e		
		Groups	of s	tude	nts v	visit	the	eir n	ext	scho	ool l	oefo	re :	scho	ool	sta	rts.														
		Staff fr	om t	he re	ecei	ving	g sch	nool	cor	ne t	o th	is so	ho	ol t	o g	ive	pre	sen	tati	ons	to	stu	der	nts.							
	<ul> <li>Information is provided to the receiving school about individual students (e.g., student performance information, disability awareness).</li> <li>Staff at this school meet with those from the receiving school specifically about individual students.</li> </ul>																														
<ul> <li>Parents and/or students are encouraged to meet with staff of the receiving school individually before starting school there.</li> </ul>																															
<ul> <li>Preparatory strategies are developed for individual students who need them (e.g., behavior plans, school scheduling modifications, etc.).</li> </ul>																															
		Other	(spec	ify):																											
		None o	of the	ese																											
E2. Na		hat scho	ol(s)	do st	tude	ents	froi	m th	is so	choo	ol ty	oical	lly g	јо а	ftei	fin	ishi	ing	this	sch	iool	l?									
		City:																													
		State:																													
Na	me of	school:																													
		City:																													
		State:																													



## **THANK YOU AGAIN!**



Please return the questionnaire in the postage-paid envelope to: SRI International P.O. Box 6050 Hopkins, MN 55305-9970

SERIAL #

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### F. ABOUT SCHOOLS SERVING 12TH GRADE STUDENTS

Yes	No	Don't Know	
			a. Community college or other public 2-year college
			b. Postsecondary vocational school (public or private)
		П	c. Magnet secondary school emphasizing a particular theme
			d. Special education school serving secondary-age students with disabilities
			e. Alternative or continuation school, such as a school for potential dropouts or for dropouts to earn a GED
			f. Vocational technical school for secondary school students
			g. Independent living center for persons with disabilities
			h. Work facilities for adults with disabilities, such as a sheltered workshop or a work activity center
			i. Group home or halfway house for adults with disabilities
			j. Publicly-supported job training programs (e.g., Job Training Partnership Act, Project with Industry)
			k. City bus service or other generally available public transportation (other than taxis)
			I. Special accommodations for those with physical disabilities on public transportation
			such as kneeling buses or special vans
			such as kneeling buses or special vans m. Advocacy groups for persons with disabilities
			m. Advocacy groups for persons with disabilities  n. Support groups or social groups for persons with disabilities or their families
For hosubjec	w man ts to g Not ap er of	ny seme raduate plicable	m. Advocacy groups for persons with disabilities
For hosubjec	w man ts to g Not ap er of	ny seme raduate plicable	m. Advocacy groups for persons with disabilities  n. Support groups or social groups for persons with disabilities or their families  sters or quarters must students in this school take each of the following with a regular diploma?  e; the school does not have these graduation requirements.  umber of Quarters  a. English or language arts
For hosubjec	w man ts to g Not ap er of	ny seme raduate plicable	m. Advocacy groups for persons with disabilities  n. Support groups or social groups for persons with disabilities or their families  sters or quarters must students in this school take each of the following with a regular diploma?  e; the school does not have these graduation requirements.  umber of Quarters  a. English or language arts  b. Mathematics

#### IF THIS SCHOOL DOES NOT SERVE STUDENTS WITH DISABILITIES, PLEASE ANSWER ONLY COLUMN "A" FOR QUESTIONS F3 AND F4.

#### FEEL FREE TO ESTIMATE NUMBERS.



F3.	During the previous school year (2000-2001), about how many 12th grade student	s or those of equi	valent age
		Total number of students	Number of students with disabilities
	a. Were enrolled at this school?		
	b. Graduated with a <b>regular diploma</b> from this school?		
	c. Graduated with a special diploma or certificate of completion from this school?		
F4.	About how many students who had been enrolled in this school last year in any grade 9th through 12th were considered to be dropouts by the end of the year?		
F5.	About what percentage of this school's 12th grade students or those of equivalent	t age take college	

F6.	About what percentage of this school's graduates are accepted into 2-year or 4-year college
	☐ More than 90%
	☐ 76% to 90%
	☐ 50% to 75%

F6.	About what percentage of this school's graduates are accepted into 2-year or 4-year colleges upon graduation?
	PLEASE MARK <b>ONE</b> BOX.

☐ 50% to 75%

☐ 76% to 90%

☐ More than 90%

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entrance examinations (i.e., SAT, ACT)?

PLEASE MARK ONE BOX.

Less than 50%

## **THANK YOU AGAIN!**



Please return the questionnaire in the postage-paid envelope to: **SRI International** P.O. Box 6050 Hopkins, MN 55305-9970