

7.4 Report 3: Assessment Schedule

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<p>NAEP 2007 Report 3 - Assessment Schedule Territory = 15, State = MT, Region = 1 School Type = All Filter = Cooperating/Pending Schools Sort = District</p>								
District	School Name	NAEP ID	Grade	Scheduled Date	Session ID	Session Date	Makeup Date	Total In Sample
Alberton K-12 Schools	Alberton 7 8	3021320	8	02/20/2007				0
Alberton K-12 Schools	Alberton School	3011120	4	02/20/2007				0
Anaconda Elem	Fred Moody 7 8	3020370	8	02/08/2007				0
Anaconda Elem	Lincoln School	3010710	4	02/07/2007				0
Anaconda Elem	W K Dwyer Primary	3012050	4	02/06/2007				0
Arlee Elem	Arlee 7 8	3020680	8	02/07/2007				0
Bigfork Elem	Bigfork 7 8	3021360	8	01/30/2007				0
Bigfork Elem	Bigfork School	3011180	4	01/23/2007				0
Bonner Elem	Bonner 7 8	3020130	8	02/06/2007				0
Cayuse Prairie Elem	Cayuse Prairie 7 8	3020720	8	01/25/2007				0
Charlo Elem	Charlo Elementary	3010900	4	02/06/2007				0

Report 3

This report is useful for reviewing the assessment schedule.

The filters and sorts available for this report are:

Filters

Cooperating (default)
Cooperating/Pending

Sorts

District (default) Actual Date
County NAEP ID
School State School ID
Status School Type

For each cooperating or pending school, the report lists:

- The District
- The school name, NAEP ID, and the sampled grade;
- The session ID for each session;
- The actual assessment date;
- The makeup date (if needed); and
- The number sampled.

7.5 Report 4: School Sampling Listing

This report lists cooperating schools and the procedure that will be followed to sample the students – electronic file or sampling in the field (with the SDS).

Below is an example of how Report 4.

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NAEP 2007 Report 4 - Student Sampling Listing Territory = 15, State = MT, Region = 1 School Type = All Filter = Active Schools Sort = Method					
<u>Sampling Method</u>	<u>School Name</u>	<u>NAEP ID</u>	<u>Scheduled Date</u>	<u>Students on SLF</u>	<u>Students Sampled</u>
Not Designated	Alberton School	3011120	02/20/2007	0	0
Not Designated	Arlee 7 8	3020680	02/07/2007	0	0
Not Designated	Bigfork 7 8	3021360	01/30/2007	0	0
Not Designated	Bigfork School	3011180	01/23/2007	0	0
Not Designated	Bonner 7 8	3020130	02/06/2007	0	0
Not Designated	Cayuse Prairie 7 8	3020720	01/25/2007	0	0
Not Designated	Charlo Elementary	3010900	02/06/2007	0	0
Not Designated	Cherry Valley School	3010700	01/24/2007	0	0
Not Designated	Chief Charlo School	3010270	01/31/2007	0	0
Not Designated	Columbia Falls 7 8	3020260	02/07/2007	0	0
Not Designated	Cornelius Hedge School	3010520	01/31/2007	0	0

Report 4

The report shows the sampling “Method” to be followed in each cooperating school. This information will usually be updated by the home office. Additionally, the report shows the number of eligible students and number sampled.

The filters and sorts that may be that may be used in this report are:

<u>Filters</u>	<u>Sorts</u>
Active (default)	Sampling Method (default)
Not Designated	District
E-File by State	County
E-File by District (TUDA)	School
E-File by School	Status
SDS in State Office	Scheduled Date
SDS in Home/Hotel	NAEP ID
SDS at School	State School ID

7.6 Report 5: Summary School Recruiting Report

This report provides individual school information that is to be obtained during school recruiting. This report will help the school recruiter and his/her field manager keep track of the progress of keeping this information up to date in the SCS.

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NAEP 2007 Report 5 - Summary School Recruiting Report Territory = 15, State = MT, Region = 1 School Type = All Filter = All Sort = School														
School Name	Area	NAEP ID	Region	Principal Name	Coordinator Name	School Type	Survey	Actual Enrollment	Status	Grade4 Teacher	Grade8 Math Teacher	Grade8 LangArts Teacher	Percent On Break	
Alberton 7 8	3	3021320	MT1			Public	N/A	15	Cooperating	0	2	1	N/A	
Alberton School	3	3011120	MT1	Frederick Bird		Public	N/A	0	Pending				N/A	
Arlee 7 8	3	3020680	MT1			Public	N/A	0	Pending				N/A	
Bigfork 7 8	5	3021360	MT1			Public	N/A	0	Pending				N/A	
Bigfork School	4	3011180	MT1			Public	N/A	0	Pending				N/A	
Bonner 7 8	2	3020130	MT1			Public	N/A	0	Pending				N/A	
Cayuse Prairie 7 8	4	3020720	MT1			Public	N/A	0	Pending				25.0	

Among fields displayed is “Survey” which refers to the Non-Public School Survey for schools in which “School Type” is “Unknown.” The default value to be displayed will be “N/A.” For those schools for which School Type is Unknown, if the survey has been completed, the value displayed will be “Yes,” otherwise it will be “Not Completed.”

In the “Status” column, the school’s participation status will be displayed. In addition, if the school is an interim or final refusal, the status of the refusal form will be displayed as “Refusal Form (done/not done).” Likewise, if the school’s status is one of the ineligible codes, the status of the Ineligible School Form will be displayed.

The filters and sorts that may be that may be used in this report are:

<u>Filters</u>	<u>Sorts</u>
All schools (default)	School (default)
Pending	Region
Cooperating	District
Refusals	School Type
Ineligible	

7.7 Report 6: Sampling Report

This report shows the fields in the SCS that will be updated as the student sampling is completed for cooperating schools. This report will help the supervisor and his/her field manager keep track of this information in the SCS. For schools sampled in the field, the supervisors will be entering much of this information.

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NAEP 2007 Report 6 - Sampling Report
Territory = 15, State = MT, Region = 1
School Type = All
Filter = Active Schools
Sort = Region

Region	Area	School	NAEP	Scheduled	Sampling	SLF	Assess	Sampling	Completed	Number	Number	Date	Session	Total	#SD	ELL
	Area	Name	ID	Assm't	Method	Receipt	All	Date	E-Sample	on List	in	List	ID	in		
				Date		Date				(NSLF)	Sample	Current		Sample		
MT1	3	Alberton 7 8	3021320	02/20/2007	Not designated	11/12/2006	N/A		N/A						0	0
MT1	3	Alberton School	3011120	02/20/2007	Not designated		N/A		N/A						0	0
MT1	3	Arlene 7 8	3020680	02/07/2007	Not designated		N/A		N/A						0	0
MT1	5	Bigfork 7 8	3021360	01/30/2007	Not designated		N/A		N/A						0	0
MT1	4	Bigfork School	3011180	01/23/2007	Not designated		N/A		N/A						0	0
MT1	2	Bonner 7 8	3020130	02/06/2007	Not designated		N/A		N/A						0	0

Report 6

If the number of sampled students in the school equals the number of students on the list from the school, “Yes” will be displayed in the Take All column. Otherwise, “N/A” will be displayed.

The filters and sorts that may be that may be used in this report are:

Filters

Not Designated (default)
E-File by State/District
E-File by School
In-Field Sampling
Active Schools

Sorts

Region (default)
Area
District
School
School Type

7.8 Report 7: Preassessment Visit Report

After each preassessment visit, information is to be recorded in the SCS. This report will help the supervisor and his/her field manager ensure that the information is being updated in the SCS in a timely manner.

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NAEP 2007 Report 7 - Pre-Assessment Visit Report Territory = 15, State = MT, Region = 1 School Type = All Filter = Cooperating Schools Sort = Region									
Region	Area	School Name	NAEP ID	Pre-Assm't Date	Scheduled Assn't Date	Parent Notification	AC Receipt of Parent Letter	New Enrollee Procedure	Student Sampling Summary Report
MT1	3	Alberton 7 8	3021320	02/05/2007	02/20/2007	No	No date	No	N/A
MT1	3	Alberton School	3011120		02/20/2007	No	No date	No	N/A
MT1	3	Arlee 7 8	3020680		02/07/2007	No	No date	No	N/A
MT1	5	Bigfork 7 8	3021360		01/30/2007	No	No date	No	N/A
MT1	4	Bigfork School	3011180		01/23/2007	No	No date	No	N/A
MT1	2	Bonner 7 8	3020130		02/06/2007	No	No date	No	N/A
MT1	4	Cayuse Prairie 7 8	3020720		01/25/2007	No	No date	No	N/A
MT1	3	Charlo Elementary	3010900		02/06/2007	No	No date	No	N/A
MT1	4	Columbia Falls 7 8	3020260		02/07/2007	No	No date	No	N/A
MT1	1	Corvallis 7 8	3020980		02/21/2007	No	No date	No	N/A

Report 7

In the “Parent notification” column, if the school has notified parents, “Yes” will be displayed for this field. In the New enrollee procedure column, if the answer to “Did you obtain list of currently enrolled grade eligible students?” is “Yes” or “No” and “Number of students you identified as new enrollees” has an answer (zero or greater), then “Yes” will be displayed for this, otherwise, “No” will be displayed.

For the Student Sampling Summary Report, if there is a report and one box is checked, “Yes” will be displayed. If there is a message, but no box is checked, “Not answered” will be displayed. Otherwise, “N/A” will be displayed.

The only filter available for this report is cooperating schools. The sorts that may be that may be used in this report are:

Sorts

- Region (default)
- Area
- District
- School
- School Type
- Assessment Date

7.9 Report 8: Assessment Progress Report

After assessments have been completed in a school, information is to be recorded in the SCS. This report will help the supervisor and his/her field manager ensure that the information is being updated in the SCS in a timely manner.

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NAEP 2007 Report 8 - Assessment Progress Report Territory = 15, State = MT, Region = 1 School Type = All Filter = Cooperating Schools Sort = Region																			
Region	Area	School Name	NAEP ID	Scheduled Assmt Date	Session ID	Original Sample	New Enrollee Sample	Total In Sample	Withdrawn/ Ineligible	To Be Assessed	Absent	Excluded	Refused	Assessed In Original	Makeup Date	Makeup Code	Assessed in Makeup	Assessment Complete	SD/ELL Data Recorded
MT1	3	Alberton 8	3021320	02/20/2007														NA	Yes
MT1	3	Alberton School	3011120	02/20/2007														NA	No
MT1	3	Arlene 7 8	3020680	02/07/2007														NA	No
MT1	5	Bigfork 8	3021360	01/30/2007														NA	No
MT1	4	Bigfork School	3011180	01/23/2007														NA	No
MT1	2	Bonner 8	3020130	02/06/2007														NA	No
MT1	4	Cayuse	3020720	01/25/2007														NA	No

7.9.1 Report Filters and Sorts

Since Report 8 will only be used with cooperating schools, this is the only filter available. The sorts that may be that may be used in this report are:

Sorts

Region (default)

Area

District

School

School Type

Assessment Date

Exhibit 1. School-Level Status Codes

NAEP SCHOOL DISPOSITION CODES

<u>CODE</u>	<u>EXPLANATION</u>
Pending codes:	
Pending	Neither the district nor the school has been contacted. (Default code for all schools in the SCS.)
Pending Cooperation	The school has been contacted, but no decision has been reached on participation.
Interim Refusal	The school has indicated that they do not wish to participate, but there is a possibility that they will agree. [Complete the Refusal Report in the SCS to explain the refusal.]
Cooperating	
	The school will definitely participate in the assessment.
Final refusal codes: [Do not assign until you have discussed with your field manager. Complete the Refusal Report in the SCS to explain the refusal.]	
District Refusal	The district refuses to participate in the assessment. Record grade enrollment information on sampled schools in the SCS.
School Refusal	The school has said that they will definitely not participate in the assessment. Record grade enrollment information in the SCS.
District Refusal for this school only	The school district has refused for this one school to participate. Other sampled schools in the district will cooperate. Record grade enrollment information in the SCS.
Ineligible school codes: [Complete the Ineligible School Form in the SCS to explain.]	
Has Sampled Grade, but No Eligible Students	This school has the sampled grade, but no eligible students this year.
Does Not have Sampled Grade	This school does not contain the sampled grade.
Closed	This school has officially closed.
Not a Regular School	This school does not offer a traditional academic or comprehensive educational program to the general student population. Examples would be special education schools in which all students would be excluded from assessment and vocational schools whose student are enrolled in a traditional high school. Do not assume the school meets this disposition without talking with someone at the school. Ask the principal if they are ungraded or if students are registered in another school. You should talk with your field manager before using this code.
Other Ineligible	You should talk with your field manager about using this code.

Exhibit 2. Ineligible School Form from SCS for Refusing School

SCS: Grade Refusal Form - Microsoft Internet Explorer

Refusal Form

Save Reset Close Print

District: **TS Non-Public Non-Catholic Schools** School: **Alternative Choice Sch**
Superintendent: **Superintendent Not Found** Grade ID: **9910412**
State: **TS** Refusal Type: **School Refusal**

Form Completed by:
Name:

Who made the decision to decline?
Name: Phone:
Title:

Other contacts(if any).
Name: Title:
Name: Title:

Additional School Refusal Information.

Initial Dianne Walsh Letter Sent:

Initial Endorsement Letter Sent:

Number of successful phone calls (during which the study was discussed):

Refusal conversion letter sent:

Follow-up refusal conversion endorsement letter sent:

Number of successful refusal conversion phone calls (during which participation in the study was discussed):

Number of supervisors who worked on initial contacts and refusal conversion contacts:

Number of refusal conversion in-person visits to the school:

Describe the reasoning behind the refusal and efforts to recruit the school: