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ADMINISTRATOR AND TEACHER SURVEY

Vocational Education Questionnaire

We appreciate your participation in the Administrator and Teacher Survey, a nationwide study of approximately 17,000 administrators and teachers. By completing this questionnaire, you will provide valuable information about the effect of the environment on the educational process. Information from a longitudinal study of over 58,000 high school (and post high school) students, plus data from the schools they attended, will provide a unique source of information to the educational community.

You may find that a few questions on this questionnaire do not apply to your subject or to the type of school in which you teach. An answer category, N/A (not applicable), has been provided for these questions.

This survey will appear in summary or statistical form only, so that neither individuals nor schools can be identified. We hope you will answer every question, but you may skip any question you do not wish to answer.

Thank you for your time and cooperation.

VOCATIONAL EDUCATION RESPONDENTS. The questions in this survey refer to vocational education programs offered to students in:

TO PROTECT YOUR
IDENTITY, PLEASE
REMOVE THIS LABEL.

These programs may be offered at this school or at another location. Each reference to "this school" in the questionnaire means the above named high school. Each reference to "another location" means joint vocational schools, career centers, vocational/technical colleges, other high schools, etc.

All identifying information will be removed from this questionnaire prior to delivery to members of the Consortium. NORC will maintain the confidentiality and anonymity of schools and individual respondents, as it has for approximately 1,000 schools and 58,000 respondents in the High School and Beyond study since 1980, through strict adherence to the principles of the Federal Privacy Act of 1974.

The Consortium for the Study of Effective Schools

The National Center for Research in Vocational Education
The Ohio State University

The Wisconsin Center for Education Research
School of Education
The University of Wisconsin - Madison

The Institute for Research in Educational Finance and Governance
Stanford University

The Center for Educational Policy and Management
The University of Oregon - College of Education

The Center for the Social Organization of Schools
Johns Hopkins University

GENERAL INSTRUCTIONS

There are several different types of questions in this questionnaire. To record your answers, please follow the instructions as shown in these examples. Please note: Numbers followed by a slash e.g., 8/ or 21-23/ are for computer operator use only.

(CIRCLE ONE)

What is your favorite sport? (CIRCLE ONE)

- Tennis.....1
- Football.....2
- Basketball.....3
- Baseball.....4
- Other (SPECIFY) Handball ⑤

If your favorite sport is handball, you would circle the number to the right of "Other" and write "Handball" on the line as shown.

(CIRCLE ALL THAT APPLY)

Which of the following magazines have you read in the last week? (CIRCLE ALL THAT APPLY)

- Newsweek.....①
- Time.....②
- U.S. News & World Report.....3
- None of these.....4

If you read Newsweek and Time magazines in the last week, you would circle the numbers as shown.

(CIRCLE ONE FOR EACH ITEM)

Have you done any of the following during the past school year? (CIRCLE ONE FOR EACH ITEM)

- | | <u>Yes</u> | <u>No</u> |
|---------------------------------------|------------|-----------|
| Attended a school sporting event..... | ① | 2 |
| Attended a school assembly..... | ① | 2 |
| Chaperoned a school dance..... | 1 | ② |
| Chaperoned a class field trip..... | 1 | ② |

If you attended a school sporting event and a school assembly, but did not chaperone a school dance or class field trip, you would circle the numbers as shown.

Several questions ask you to enter numbers (or estimates of numbers) in the boxes provided e.g., number of students, number of hours. Others ask for percentages or estimates of percentages. Please round to the nearest whole number and "zero fill" as shown, where appropriate.

(WRITE IN)

What percentage of the students in your school are in the: (WRITE IN PERCENT)

9-10th grades: 043%

11-12th grades: 057%

If 40% of the students in your high school are in grades 9 and 10, and 60% are in grades 11 and 12, you would fill in the boxes as shown.

Please enter month and date - 8-9/
Month Day 10-11/

NOTE: A number of questions relate to events in the current school year. Please consider the **whole year** from the beginning of the current school year until now. A few questions refer to "the past three years." If you have not been at this school for the full three years, please answer for the time you have been there.

1. Are vocational courses taught at this school? (CIRCLE ONE)

Yes...(ANSWER A).....1 12/
No....(GO TO Q.2).....2

IF YES:

A. How many courses are taught at this high school in each of the following vocational service areas? (WRITE IN. IF NONE, ENTER "000")

Agriculture	<input type="text"/>	13-15/	Consumer and homemaking	<input type="text"/>	25-27/
Business and office	<input type="text"/>	16-18/	Health occupations	<input type="text"/>	28-30/
Distributive education/ marketing	<input type="text"/>	19-21/	Trade and industry or technical	<input type="text"/>	31-33/
Occupational home economics	<input type="text"/>	22-24/			

2. Can students in this school take vocational courses at another location (such as a joint vocational school, career center, vocational/technical college, other high schools)? (CIRCLE ONE)

Yes...(ANSWER A).....1 34/
No....(SKIP TO Q.3).....2

IF YES:

A. How many courses in each of the following vocational service areas can students take at another location? (WRITE IN. IF NONE, ENTER "000")

Agriculture	<input type="text"/>	35-37/	Consumer and homemaking	<input type="text"/>	47-49/
Business and office	<input type="text"/>	38-40/	Health occupations	<input type="text"/>	50-52/
Distributive education/ marketing	<input type="text"/>	41-43/	Trade and industry or technical	<input type="text"/>	53-55/
Occupational home economics	<input type="text"/>	44-46/			

3. What percentage of vocational coursework is taken at another location?
(CIRCLE ONE FOR EACH ITEM)

	PERCENT						
	0	1-25	26-50	51-75	76-99	100	
Agriculture.....01		02	03	04	05	06	57-58/
Business and office.....01		02	03	04	05	06	59-60/
Distributive education/ marketing.....01		02	03	04	05	06	61-62/
Occupational home economics.....01		02	03	04	05	06	63-64/
Consumer and homemaking.....01		02	03	04	05	06	65-66/
Health occupations.....01		02	03	04	05	06	67-68/
Trade and Industry or technical.....01		02	03	04	05	06	69-70/ 79-80/01

4. Using the scale provided, how well informed do you consider yourself to be about the vocational programs taught in this high school? (CIRCLE ONE FOR EACH ITEM)

	No such program at this school	Not well informed						Well informed	
a. Agriculture...	99	01	02	03	04	05	06	8-9/	
b. Business and office.....	99	01	02	03	04	05	06	10-11/	
c. Distributive education/marketing.....	99	01	02	03	04	05	06	12-13/	
d. Occupational home economics.....	99	01	02	03	04	05	06	14-15/	
e. Consumer and homemaking.....	99	01	02	03	04	05	06	16-17/	
f. Health.....	99	01	02	03	04	05	06	18-19/	
g. Trade and industry and technical.....	99	01	02	03	04	05	06	20-21/	

A. How well informed are you about the vocational programs taught at other locations to students in this high school? (CIRCLE ONE FOR EACH ITEM)

	Not available to students at this school	Not well informed						Well informed	
a. Agriculture...	99	01	02	03	04	05	06	22-23/	
b. Business and office.....	99	01	02	03	04	05	06	24-25/	
c. Distributive education/marketing.....	99	01	02	03	04	05	06	26-27/	
d. Occupational home economics.....	99	01	02	03	04	05	06	28-29/	
e. Consumer and homemaking.....	99	01	02	03	04	05	06	30-31/	
f. Health.....	99	01	02	03	04	05	06	32-33/	
g. Trade and industry and technical.....	99	01	02	03	04	05	06	34-35/	

5. Please rank the following goals according to the overall emphasis given to them in the vocational education curriculum available to students at this high school or at another location. Rank the most important goal as "1," the next most important as "2," and so on through "7" for the least important. (WRITE IN RANK. DO NOT DUPLICATE RANKINGS)

- To place students in jobs related to their training as they leave school 36-37/
- To provide students with competencies needed to obtain jobs 38-39/
- To place students in jobs (regardless of training relatedness) as they leave school 40-41/
- To create an awareness of the various jobs for which students might prepare 42-43/
- To provide an opportunity for students to explore various occupational areas 44-45/
- To develop a strong work ethic in students (e.g., sense of industriousness and responsibility) 46-47/
- To enhance basic skills (e.g., math, reading) 48-49/

6. How many vocational teachers are there in this school? (INCLUDE ONLY TEACHERS WHO TEACH HALF TIME OR MORE IN VOCATIONAL SUBJECTS)

NUMBER OF VOCATIONAL TEACHERS: 50-51/

A. Since the beginning of the current school year, how many vocational teachers have participated in inservice training specifically related to integrating basic skills instruction with vocational education? (WRITE IN NUMBER. GIVE YOUR BEST ESTIMATE. IF NONE, ENTER "00")

NUMBER OF VOCATIONAL TEACHERS: 52-53/

7. Since the beginning of the current school year, on the average how many hours did each vocational teacher participate in inservice training specifically related to integrating basic skills instruction with vocational education? (WRITE IN HOURS. GIVE YOUR BEST ESTIMATE. IF NONE, ENTER "00")

TOTAL NUMBER OF HOURS: 54-55/

8. How many hours per week does a student have to be enrolled in vocational classes to be considered in the vocational track or major? (WRITE IN)

HOURS PER WEEK: 56-57/

9. Is instruction in word processing offered to students in this high school? (CIRCLE ALL THAT APPLY)

- Yes, at this school.....(ANSWER A AND B)....1 58/
- Yes, at another location..(ANSWER A AND B)....2 59/
- No.....(GO TO Q.10).....3 60/

IF YES:

A. How many total hours of practice on the word processor does the typical student spend to complete the word processing program? (WRITE IN. IF UNSURE, GIVE YOUR BEST ESTIMATE)

HOURS: 61-63/

B. Do more students wish to enroll in word processing classes than there are openings? (CIRCLE ONE)

- Yes.....1 64/
- No.....2

10. Is instruction in auto mechanics offered to students in this high school? (CIRCLE ALL THAT APPLY)

- Yes, at this school.....(ANSWER A)....1 65/
- Yes, at another location..(ANSWER A)....2 66/
- No.....(GO TO Q.11)....3 67/

IF YES:

A. Is training on electronic auto diagnostic machinery provided to students in this high school? (CIRCLE ALL THAT APPLY)

- Yes, at this school.....1 68/
- Yes, at another location....2 69/
- No.....3 70/

11. Do the students of this high school have access to computer training programs? (CIRCLE ALL THAT APPLY)

- Yes, at this school.....(ANSWER A THRU C)...1 8/
- Yes, at another location...(ANSWER A THRU C)...2 9/
- No.....(GO TO Q.12).....3 10/

IF YES:

A. What computer training is available? (CIRCLE ALL THAT APPLY)

- Microcomputer operation.....1 11/
- Mainframe computer operation.....2 12/
- Computer programming.....3 13/
- Computer assisted design.....4 14/
- Computer controlled machines
(e.g., lathes, mills).....5 15/

B. During what school year was computer equipment first available for computer courses? (CIRCLE ONE)

- Before 1979-80 school year.....01 16-17/
- 1979-80 school year.....02
- 1980-81 school year.....03
- 1981-82 school year.....04
- 1982-83 school year.....05
- 1983-84 school year.....06

C. In which department is computer programming and/or operations taught? (CIRCLE ALL THAT APPLY)

- Vocational education.....1 18/
- Mathematics.....2 19/
- Separate department of computer instruction.....3 20/
- Science.....4 21/
- Other (SPECIFY) _____ 5 22/

12. Does the school have cooperative education coordinators? (CIRCLE ONE)

Yes...(ANSWER A).....1 23/
No....(GO TO Q.13).....2

IF YES:

A. Over the course of a school year, what percentage of a co-op coordinator's time is spent on the following activities? (WRITE IN PERCENT. GIVE YOUR BEST ESTIMATE. TOTAL SHOULD EQUAL 100%)

Classroom teaching				%	24-26/
Conferring with students				%	27-29/
Conferring with employers				%	30-32/
Observations at work sites				%	33-35/
Other (SPECIFY) _____				%	36-38/
TOTAL				100%	

13. Other than co-op coordinators, are vocational teachers given released time from school to visit local employers? (CIRCLE ONE)

Yes..(ANSWER A AND B)...1 39/
No...(GO TO Q.14).....2

IF YES:

A. Other than co-op coordinators, how many vocational teachers are given released time? (WRITE IN. IF UNSURE, GIVE YOUR BEST ESTIMATE)

TEACHERS:

B. On the average, about how many hours of released time is each vocational teacher (other than co-op coordinators) given per year? (WRITE IN. IF UNSURE, GIVE YOUR BEST ESTIMATE)

HOURS PER YEAR:

14. Are there any vocational programs available to students from this high school for which there are more applicants than openings? (CIRCLE ONE)

Yes...(ANSWER A).....1 44/
No....(GO TO Q.15).....2

IF YES:

A. How are the students who enter these high-demand programs selected? (CIRCLE ALL THAT APPLY)

Lottery or random selection.....01 45-46/
First come, first serve.....02 47-48/
Review of attendance records.....03 49-50/
Evaluation of interest and/or motivation
made by guidance counselor.....04 51-52/
Aptitude test scores.....05 53-54/
Vocational interest inventory.....06 55-56/
Grades.....07 57-58/
Evaluation of application form.....08 59-60/
Teacher reference.....09 61-62/
Other (SPECIFY) _____ 10 63-64/

15. How would you rate the average academic ability of students when they enter this school? (CIRCLE ONE)

Much above the national average.....1 65/
Somewhat above the national average.....2
At the national average.....3
Somewhat below the national average.....4
Much below the national average.....5

A. At the time they begin their vocational program, how would you rate the average ability of vocational students for their vocational courses? (CIRCLE ONE)

Much above the national average.....1 66/
Somewhat above the national average.....2
At the national average.....3
Somewhat below the national average.....4
Much below the national average.....5

16. For each vocational service area, please indicate whether or not standardized tests of competency are used. If so, indicate (1) if teachers are required to use the tests, and (2) if the tests are used to determine whether students have achieved a specified list of competencies. (CIRCLE ALL THAT APPLY FOR EACH CATEGORY)

FOR EACH YES IN PART A, ANSWER B AND C:

	No such Program	A. Is a standardized test of competency used in this subject area?		B. Are teachers required to use the test?		C. Is this test used to certify achievement of competencies?		
		Yes	No	Yes	No	Yes	No	
a. Agriculture.....	9	1	2	1	2	1	2	8-11/
b. Business and office.....	9	1	2	1	2	1	2	12-15/
c. Distributive education/marketing.....	9	1	2	1	2	1	2	16-19/
d. Occupational home economics..	9	1	2	1	2	1	2	20-23/
e. Consumer and homemaking.....	9	1	2	1	2	1	2	24-27/
f. Health.....	9	1	2	1	2	1	2	28-31/
g. Trade and Industry and technical.....	9	1	2	1	2	1	2	32-35/

17. Do the employers who supervise the work experience of cooperative education students influence the grades these students receive? (CIRCLE ONE)

- Yes.....(ANSWER A AND B)..1 36/
- No.....(GO TO Q.18).....2
- No cooperative education program...(GO TO Q.18).....9

IF YES:

A. How do the employers influence grades? (CIRCLE ONE)

- Employers recommend grades to cooperative education coordinators (coordinators make the final decision).....1 37/
- Employers assign a grade for work experience separate from the class grade.....2
- Employers and coordinators discuss and mutually agree on grades students receive.....3
- Other (SPECIFY) _____ 4

B. What percentage of a student's final grade is typically influenced by an employer? (WRITE IN PERCENT)

 |_|_|_|% 38-40/

18. In the last three years, has there been an evaluation of all vocational programs in this school system or is one planned within the next year? (CIRCLE ALL THAT APPLY)

- Yes, one has been conducted.....1 41/
- Yes, one is planned within the next year....2 42/
- No.....3 43/

19. Over the course of the school year, about what percentage of the typical vocational teacher's time is spent on the following activities? (WRITE IN PERCENT. IF UNSURE, GIVE YOUR BEST ESTIMATE)

Finding summer (or vacation) jobs for students	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> %	44-46/
Finding part-time <u>noncoop</u> jobs for students during the school year	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> %	47-49/
Finding part-time coop jobs for students during the school year	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> %	50-52/
Finding jobs for students about to graduate	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> %	53-55/

20. Is there a school sponsored job placement service available to students in this high school? (CIRCLE ONE)

- Yes, service is available to all students...(ANSWER A).....1 56/
- Yes, service is available only to vocational students.....(ANSWER A).....2
- No.....(GO TO Q.21).....3

IF YES:

- A. Are the staff who provide the job placement service located in this high school? (CIRCLE ONE)
 - Yes...(ANSWER B).....1 57/
 - No....(GO TO Q.21).....2

IF YES TO A:

B. About how many total hours per week do nonteaching staff (e.g., secretaries, volunteers) spend on the following activities? (WRITE IN HOURS. IF UNSURE, GIVE YOUR BEST ESTIMATE)

Keeping job and placement information current	<input type="text"/> <input type="text"/>	58-59/
Finding summer jobs for students	<input type="text"/> <input type="text"/>	60-61/
Finding part time <u>noncoop</u> jobs for students during the school year	<input type="text"/> <input type="text"/>	62-63/
Finding part time coop jobs for students during the school year	<input type="text"/> <input type="text"/>	64-65/
Finding jobs for students about to graduate	<input type="text"/> <input type="text"/>	66-67/

21. Rank the degree of responsibility each of the following has to find training related jobs for a vocational student. This question refers to the first job a youth has after leaving high school. Place a "1" beside the option with the greatest amount of responsibility, a "2" beside the option with the second greatest amount of responsibility, and so on through "7" for the least amount of responsibility. (WRITE IN RANK. DO NOT DUPLICATE RANKINGS)

- _____ a. School placement service 8-9/
- _____ b. Public employment service 10-11/
- _____ c. Vocational teacher in the appropriate specialty area 12-13/
- _____ d. Other teachers 14-15/
- _____ e. Guidance staff 16-17/
- _____ f. Vocational education director 18-19/
- _____ g. Student 20-21/

22. Can students at this high school take courses for credit that apply to an apprenticeship training program, such as those sponsored by local trade unions or the Bureau of Apprenticeship and Training? (CIRCLE ONE)

Yes...(ANSWER A AND B)..1 22/

No....(GO TO Q.23).....2

IF YES:

A. How many students participate in credit-accruing apprenticeship courses? (WRITE IN. IF UNSURE, GIVE YOUR BEST ESTIMATE)

STUDENTS: 23-25/

B. How many high school credits can be applied to an apprenticeship program? (WRITE IN. IF UNSURE, GIVE YOUR BEST ESTIMATE)

CREDITS: 26-27/

23. How many "business and industry days" and "career days" are held for students of this high school? (CIRCLE ONE)

- None.....01 28-29/
- Less than one per year.....02
- One per year.....03
- Two per year.....04
- Three per year.....05
- Four or more per year.....06

24. A. Which of the following best describes the advisory group arrangement for each vocational program area? (CIRCLE ONE FOR EACH PROGRAM AREA)

	No such program	No advisory group	One general advisory group for this school only	One general advisory group for the entire district system	Program specific advisory group for this school only	Program specific advisory group for the entire district system	
a. Agriculture.....	99	01	02	03	04	05	30-31/
b. Business and office.....	99	01	02	03	04	05	32-33/
c. Distributive education/marketing.....	99	01	02	03	04	05	34-35/
d. Occupational home economics..	99	01	02	03	04	05	36-37/
e. Health occupations.....	99	01	02	03	04	05	38-39/
f. Trade and industry or technical.....	99	01	02	03	04	05	40-41/

25. Using the scale below, to what extent do vocational programs, offered to students in this school, make use of each of the following in determining the goals and operation of the vocational program? (CIRCLE ONE FOR EACH ITEM)

	None						A great deal		
	01	02	03	04	05	06			
a. State plan.....	01	02	03	04	05	06		42-43/	
b. State employer plan.....	01	02	03	04	05	06		44-45/	
c. State occupational information coordinating committee..	01	02	03	04	05	06		46-47/	
d. State employment services....	01	02	03	04	05	06		48-49/	
e. Survey of student interest...	01	02	03	04	05	06		50-51/	
f. Local plan.....	01	02	03	04	05	06		52-53/	
g. Advisory group.....	01	02	03	04	05	06		54-55/	
h. Surveys of local employers...	01	02	03	04	05	06		56-57/	

26. What is the dollar value of the equipment and supplies donated by the business community to your vocational programs over the last three years? (CIRCLE ONE. IF UNSURE, GIVE YOUR BEST ESTIMATE)

None.....	01	58-59/
1-2000.....	02	
2001-5000.....	03	
5001-10000.....	04	
10001-20000.....	05	
20000 +.....	06	

27. A. Which competency-based strategies are used by each vocational program area? (CIRCLE ALL THAT APPLY FOR EACH LINE)

	<u>Agri- culture</u>	<u>Business and office</u>	<u>Distri- butive education/ marketing</u>	<u>Occupa- tional home economics</u>	<u>Health Occupa- tions</u>	<u>Trade and Industry or technical</u>
1. No competency based strategies.....	01	02	03	04	05	06 60-71/ 79-80/05 BEGIN DECK 06
2. Progress charts.....	01	02	03	04	05	06 8-19/
3. Mastery charts.....	01	02	03	04	05	06 20-31/
4. Computer feedback.....	01	02	03	04	05	06 32-43/
5. Standardized written tests.....	01	02	03	04	05	06 44-55/
6. Standardized skills performance tests.....	01	02	03	04	05	06 56-67/ 79-80/06 BEGIN DECK 07
7. Informal teacher judgments.....	01	02	03	04	05	06 8-19/
8. Teacher constructed written tests.....	01	02	03	04	05	06 20-31/
9. Teacher constructed skills tests.....	01	02	03	04	05	06 32-43/
10. Judgment or rating by employer.....	01	02	03	04	05	06 44-55/
11. Other (SPECIFY) _____	01	02	03	04	05	06 56-67/ 79-80/07

B. What instructional-materials resources were used to develop your school's competency-based system? (CIRCLE ALL THAT APPLY)

Not applicable - no competency based system.....	01	8-9/
State instructional materials laboratory.....	02	10-11/
Curriculum coordination center for your region.....	03	12-13/
Educational publishers (V-TECS, AAVIM, CIMC, NCRVE, etc.).....	04	14-15/
Commercial publishers.....	05	16-17/
Local teacher-made materials.....	06	18-19/
Other (SPECIFY) _____	07	20-21/

28. Are certificates of completion given to vocational program completers? (CIRCLE ONE)

Yes..(ANSWER A AND B)...	1	22/
No...(GO TO Q.29).....	2	

IF YES:

A. Are the competencies, mastered in the program, listed on the certificate? (CIRCLE ONE)

Yes.....	1	23/
No.....	2	

B. Are levels of mastery or competence indicated on the certificate (e.g., types 60 wpm)? (CIRCLE ONE)

Yes.....	1	24/
No.....	2	

29. Does your state require high school graduates in the following vocational areas to take competency tests to demonstrate proficiency in their specialty areas? (CIRCLE ONE FOR EACH ITEM)

	<u>Yes</u>	<u>No</u>	
Cosmetology.....	1	2	25/
Health occupations.....	1	2	26/
Aviation.....	1	2	27/
Plumbing.....	1	2	28/
Other (SPECIFY) _____			
_____	1	2	29/

30. Using the scale provided, to what extent do representatives of business, industry, and labor influence each of the following vocational education activities? (CIRCLE ONE FOR EACH ITEM)

	No Influence				Major Influence		
a. Determining curriculum content and standards..	01	02	03	04	05	06	30-31/
b. Assessing relevance of curriculum.....	01	02	03	04	05	06	32-33/
c. Determining adequacy of equipment.....	01	02	03	04	05	06	34-35/
d. Recommending programs to be offered.....	01	02	03	04	05	06	36-37/
e. Evaluating effectiveness of vocational education personnel.....	01	02	03	04	05	06	38-39/
f. Determining teaching/training standards.....	01	02	03	04	05	06	40-41/
g. Interviewing prospective vocational educational personnel and making recommendations regarding employment.....	01	02	03	04	05	06	42-43/
h. Identifying long-range goals for the vocational education program.....	01	02	03	04	05	06	44-45/
i. Identifying goals/objectives for use in evaluating the school's vocational education program.....	01	02	03	04	05	06	46-47/
j. Placing students in jobs.....	01	02	03	04	05	06	48-49/
k. Conducting interviews of employers to determine their satisfaction with employees who were former vocational education students.....	01	02	03	04	05	06	50-51/
l. Conducting interviews with former vocational education students to deter- mine their satisfaction with training.....	01	02	03	04	05	06	52-53/
m. Promoting labor market information.....	01	02	03	04	05	06	54-55/
n. Identifying job tasks/skills performed.....	01	02	03	04	05	06	56-57/
o. Providing career guidance.....	01	02	03	04	05	06	58-59/
p. Providing equipment and supplies.....	01	02	03	04	05	06	60-61/
q. Developing learning/training sites (e.g., coop) in the community.....	01	02	03	04	05	06	62-63/
r. Develop programs to teach job search skills...	01	02	03	04	05	06	64-65/
s. Other (SPECIFY) _____	01	02	03	04	05	06	66-67/

31. To what extent are vocational teachers evaluated for each of the following activities? (CIRCLE ONE FOR EACH ITEM)

	Required-- Is part of staff evaluation	Encouraged but not part of staff evaluation	Neither encouraged nor dis- couraged	
a. Instruction in math, reading, and writing skills in this program.....	1	2	3	68/
b. Placing graduating seniors in jobs that are <u>related to their training</u>	1	2	3	69/
c. Placing graduating seniors in jobs irrespective of training relatedness.....	1	2	3	70/
d. Sponsoring a club in their specialty area.....	1	2	3	71/
e. Spending time <u>after hours</u> contacting employers.....	1	2	3	72/

32. What percentage of vocational instructors who teach students from this school do not hold a college degree? (WRITE IN PERCENT. IF UNSURE, GIVE YOUR BEST ESTIMATE. IF NONE, ENTER "000")

 |_|_|_|% 73-75/

79-80/08

BEGIN DECK 09

BACKGROUND INFORMATION

33. What is the location of your primary work assignment? (CIRCLE ONE)

- This high school.....1 8/
- The school district central office.....2
- Other (SPECIFY) _____ 3

34. On average, about how much time per week do you spend in this high school? (CIRCLE ONE)

- None or almost none....01 9-10/
- 1-2 hours.....02
- 3-5 hours.....03
- 6-10 hours.....04
- 11-20 hours.....05
- 21-30 hours.....06
- 31-40 hours.....07
- 41 or more hours.....08

35. Please check the option(s) below which describe your official work role(s). (CIRCLE ALL THAT APPLY).

- Director or coordinator of vocational education
In this high school.....01 11-12/
- Chairperson, department of vocational education.....02 13-14/
- Administrator (e.g., assistant principal) in this
school but not principal.....03 15-16/
- Principal of this school.....04 17-18/
- Vocational teacher.....05 19-20/
- Director or coordinator of vocational education in
the entire school district, including oversight
of at least two high schools.....06 21-22/
- Chairperson of the department of one of the
vocational service areas.....07 23-24/
- Guidance counselor.....08 25-26/
- Other (SPECIFY) _____ 09 27-28/

A. In which vocational service area are you a vocational teacher?
(CIRCLE ALL THAT APPLY)

- Not a vocational teacher.....09 29-30/
- Agriculture.....01 31-32/
- Business and office.....02 33-34/
- Distributive education/marketing...03 35-36/
- Occupational home economics.....04 37-38/
- Consumer and homemaking.....05 39-40/
- Health occupation.....06 41-42/
- Trade and industry or technical....07 43-44/

B. How many comprehensive high schools do you supervise? (WRITE IN.
IF NONE, ENTER "00")

COMPREHENSIVE HIGH SCHOOLS: 45-46/

C. How many vocational high schools do you supervise? (WRITE IN. IF
NONE, ENTER "00")

VOCATIONAL HIGH SCHOOLS: 47-48/

35. (Continued)

D. For which service area are you the chairperson of the department?
(CIRCLE ONE)

- None.....09 49-50/
- Agriculture.....01
- Business and office.....02
- Distributive education/marketing...03
- Occupational home economics.....04
- Consumer and homemaking.....05
- Health occupation.....06
- Trade and industry or technical....07

36. What is your sex? (CIRCLE ONE)

- Male.....1 51/
- Female.....2

37. What is your origin or descent? If more than one, please indicate the one you consider the most important part of your background. (CIRCLE ONE)

- NON-HISPANIC.....1 52/
- HISPANIC OR SPANISH
 - Mexican, Mexican-American, Chicano.....2
 - Cuban, Cubano.....3
 - Puerto Rican, Puertorriqueno, Boricua.....4
 - Other Latin-American, Latino, Hispanic, or Spanish decent (WRITE IN) _____ 5

38. What is your race? (CIRCLE ONE ONLY)

- White.....1 53/
- Black.....2
- American Indian or Alaskan Native.....3
- Asian or Pacific Islander.....4
- Other (SPECIFY) _____ 5

39. Do you have access to the reports filed with your state department on the follow-up of vocational completers from this high school? (CIRCLE ONE)

Yes....(ANSWER A).....1 54/

No.....2

IF YES:

A. For the following categories, please calculate and enter the percentages from your school records for vocational completers for the 1981-82 school year. (WRITE IN PERCENT).

NOTE: Percentages in each column should add up to 100.

	<u>Business & Office</u>	<u>Trade & Industry</u>	
Program not available	_ _ _	_ _ _	55-60/
Employment-related to training	_ _ _	_ _ _	61-66/
Employment <u>not</u> related to training	_ _ _	_ _ _	67-72/
			79-80/09 BEGIN DECK 10
In military	_ _ _	_ _ _	8-13/
In post-secondary education	_ _ _	_ _ _	14-19/
Unemployed	_ _ _	_ _ _	20-25/
Not in labor force	_ _ _	_ _ _	26-31/
No information	_ _ _	_ _ _	32-37/
	----- 100%	----- 100%	

79-80/10

We would appreciate it if you would take a minute to make certain that you have not inadvertently missed a question.

Thank you for your assistance. Your time and effort are greatly appreciated.