

FORM **SASS-1B**  
(10-30-87)

U.S. DEPARTMENT OF COMMERCE  
BUREAU OF THE CENSUS  
ACTING AS COLLECTING AGENT FOR  
CENTER FOR EDUCATION STATISTICS  
U.S. DEPARTMENT OF EDUCATION

**SCHOOLS AND STAFFING SURVEY  
TEACHER DEMAND AND SHORTAGE QUESTIONNAIRE  
FOR PRIVATE SCHOOLS**

**1987-1988**

OMB No. 1850-0621  
Approval Expires December 31, 1988

This report is authorized by law (20 U.S.C. 1221e-1). Your answers will be kept strictly confidential. The release of information contained on this form is restricted in conformance with the Privacy Act of 1974 (Public Law 93-579, as amended)

**RETURN  
TO**

**Bureau of the Census  
Current Projects Branch  
1201 East Tenth Street  
Jeffersonville, IN 47132**

Dear Principal:

The Center for Education Statistics (CES) of the U.S. Department of Education requests your participation in the Teacher Demand and Shortage Survey for the 1987-88 Schools and Staffing Survey. Your school is one of 9,300 public and 3,500 private schools across the Nation selected to be in the sample.

The Schools and Staffing Survey is an integrated set of surveys consisting of the Teacher Demand and Shortage Survey, the School and School Administrator Surveys, and the Teacher Survey. These surveys are revisions of previous CES surveys, designed to better measure critical aspects of teacher supply and demand. The composition of the administrator and teacher workforce, and the status of teaching and schooling generally. The purpose of the Teacher Demand and Shortage Survey is to obtain information about such factors as school enrollment, policies, and staff characteristics including the number of teaching positions, by field, that are filled or remain unfilled.

The U.S. Bureau of the Census is conducting the surveys for the Center for Education Statistics by the authority of Section 406(b) of the General Education Provisions Act as amended (20 USC 1221e). The data will be treated as confidential and will be reported only in statistical summaries that preclude the identification of any school participating in the surveys.

We are conducting this survey with a sample of schools. While this minimizes overall response burden, the value of each individual survey response is greatly increased because it represents many other schools. I, therefore, encourage you to participate in this voluntary survey by completing this questionnaire and returning it within 3 weeks to the Bureau of the Census. A preaddressed envelope is enclosed for your convenience.

I thank you for your cooperation in this very important effort

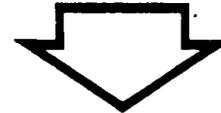
Sincerely,



Emerson J. Elliott  
Director  
Center for Education Statistics

Enclosure

*Please correct any error in name  
and address including  
ZIP Code.*



Remarks

### INSTRUCTIONS

If you are unsure about how to answer a question, please give the best answer you can and make a comment in the "Remarks" section.

Use the enclosed postage-paid envelope to return this questionnaire to the Bureau of the Census. Please return it within the next 3 weeks.

If you have any questions, please call the Bureau of the Census collect at (301) 763-2220.

**THANK YOU FOR TAKING PART IN THIS STUDY.**

**a. Please give your name, title, telephone number, and the most convenient days/time to reach you. This information will be used only if it is necessary to clarify any of your responses.**

Name

Title

Telephone number *(Include area code)*

Convenient day/times to reach you, if necessary

PGM 3

**b. Does your school hire and employ elementary and/or secondary teachers?**

PGM 3

011 1  Yes - Go to page 4  
2  No

**IF YOU ANSWERED "NO" TO ITEM (b) ABOVE, PLEASE STOP NOW AND RETURN YOUR QUESTIONNAIRE TO THE BUREAU OF THE CENSUS. THANK YOU FOR YOUR TIME.**

Remarks

**SECTION A – ENROLLMENT AND TEACHING POSITIONS**

**GLOSSARY**

The following terms are used in questions 2–10. They have been defined here in alphabetical order for your convenience.

**Abolished/withdrawn position** – Teaching position for which a teacher was sought and could not be found during the recruiting period, resulting in the abolishment/withdrawal/closing of the position.

**FTE** – Full-time equivalent describes the number of positions in terms of an average full day. The FTE for a given person is derived by dividing the amount of time the person works by the amount of time normally required for a full day.

For example, if a normal teaching day includes 5 periods, report:

- a person teaching 5 periods of English as 1.0 in English;
- a person teaching 3 periods of English and 2 periods of social studies as 0.6 English and 0.4 social studies;
- a person teaching only 3 periods of English as 0.6 English;
- a person teaching English 3 periods and doing guidance counseling the equivalent of 2 periods as 0.6 English; do NOT report the time doing guidance counseling.

Report prekindergarten and kindergarten teachers as 1.0 if they teach a full-day session or two half-day sessions per day. Report them as 0.5 if they teach one half-day session each day.

Record all FTE entries to the nearest tenth.

**Laid-off teachers** – Teachers whose contracts were not renewed at the end of the 1986-87 school year because of budget limitations, declining enrollments, or elimination of courses, and whose positions were not subsequently filled. Does NOT include those who were "fired" or whose contracts were not renewed for performance reasons.

**Newly hired teachers** – Teachers newly hired as regular employees by this school for the 1987-88 school year. Includes teachers returning from unpaid leaves of absence of one year or more. Does NOT include substitute teachers or student teachers.

**Positions vacant, filled by a substitute teacher, or withdrawn** – Positions approved for the 1987-88 school year (budgeted new positions or position vacancies) which were vacant, filled by a substitute teacher, or withdrawn as of October 1, 1987, because a suitable candidate could not be found.

**Regular or standard state certification** – Pertains to a teacher who has met your state's regular or standard certification requirements in his or her assigned field(s), i.e., subject area. Includes those who have completed all necessary course work and practice teaching and are eligible for full certification upon completion of a probationary period. NOTE – Teachers with only emergency or other nonstandard certification are NOT considered "certified" for this survey's purpose.

**1. How many students (in head counts) were enrolled in this school on or about October 1, 1986 and October 1, 1987?**

*(You may use a standard reporting date instead of October 1, but it must be no later than October 31. If your school has "ungraded" students, allocate the total number of such students into the enrollment categories as best you can based on the approximate grade levels of the students.)*

Category (1)	Enrollment Fall 1986 (2)	Enrollment Fall 1987 (3)
a. Prekindergarten	012 _____ 0 <input type="checkbox"/> None	013 _____ 0 <input type="checkbox"/> None
b. Kindergarten	_____ 0 <input type="checkbox"/> None	_____ 0 <input type="checkbox"/> None
c. Grades 1-6	016 _____ 0 <input type="checkbox"/> None	017 _____ 0 <input type="checkbox"/> None
d. Grades 7-12	018 _____ 0 <input type="checkbox"/> None	019 _____ 0 <input type="checkbox"/> None
e. Total, all levels	020 _____ 0 <input type="checkbox"/> None	021 _____ 0 <input type="checkbox"/> None

**2. Enter the number of FTE teachers hired and employed by this school at each of the following levels as of October 1, 1986, and as of October 1, 1987. Do not include student teachers or substitute teachers.**

*(Record FTE teachers to the nearest tenth.)*

FTE teachers (1)	Oct. 1, 1986 (2)	Oct. 1, 1987 (3)
a. Prekindergarten	_____ 0 <input type="checkbox"/> None	023 _____ 0 <input type="checkbox"/> None
b. Kindergarten	_____ 0 <input type="checkbox"/> None	024 _____ 0 <input type="checkbox"/> None
c. Grades 1-6	_____ 0 <input type="checkbox"/> None	025 _____ 0 <input type="checkbox"/> None
d. Grades 7-12	_____ 0 <input type="checkbox"/> None	026 _____ 0 <input type="checkbox"/> None
e. Total FTE teachers	_____ 0 <input type="checkbox"/> None	027 _____ 0 <input type="checkbox"/> None

**SECTION A – ENROLLMENT AND TEACHING POSITIONS – Continued**

**3.** If your records do not classify teachers by the grade ranges indicated in item 2, mark the box at right and indicate the grades you included in categories c and d of item 2.

		032	<input type="checkbox"/>	Records not by grade ranges in item 2
		Category c		
033	1	<input type="checkbox"/>	1st	
034	2	<input type="checkbox"/>	2nd	
035	3	<input type="checkbox"/>	3rd	
036	4	<input type="checkbox"/>	4th	
037	5	<input type="checkbox"/>	5th	
038	6	<input type="checkbox"/>	6th	
039	7	<input type="checkbox"/>	7th	
040	8	<input type="checkbox"/>	8th	
		Category d		
041	7	<input type="checkbox"/>	7th	
042	8	<input type="checkbox"/>	8th	
043	9	<input type="checkbox"/>	9th	
044	10	<input type="checkbox"/>	10th	
045	11	<input type="checkbox"/>	11th	
046	12	<input type="checkbox"/>	12th	

**4.** Refer to item 2 on page 4  
Record the total FTE teachers who teach grades K - 12, ie., the 1987 total FTE teachers in item 2 minus the 1987 prekindergarten.

047

**5a.** As of October 1, 1987, how many FTE teaching positions were vacant or temporarily filled by a substitute teacher?

048

None

**b.** How many FTE teaching positions were abolished or withdrawn between the start of the hiring season and October 1, 1987?

049

None

**c.** Record total of (a) and (b) above.

050

None

**6.** Record the total number of FTE teaching positions approved for the 1987-88 school year.  
(Sum of entries in items 4 and 5c)

051

**7.** Of the total FTE teachers cited in item 4, how many hold regular or standard state certification in their fields of assignment?

052

**8a.** As of October 1, 1987, how many FTE teachers were newly hired by this school for the 1987-88 school year? Do not include student teachers.

053  Continue with 8b

None – Skip to Check Item A below

**b.** How many of these newly hired FTE teachers hold regular or standard state certification in their fields of assignment?

054

None

**CHECK ITEM A** In item 5a above, you were asked for the number of FTE teaching positions that were vacant or temporarily filled by a substitute teacher. Would you be able to easily provide separate counts for (a) positions temporarily filled by substitutes, and (b) other vacant positions for which you are still recruiting? (Do not provide counts; just indicate whether the data are available.)

055

1  Yes

2  No

**SECTION A – ENROLLMENT AND TEACHING POSITIONS – Continued**

**INSTRUCTIONS FOR QUESTIONS 9 AND 10** – Please fill in the two tables about this school's teaching positions by field of assignment (i.e., subject area). Use listed subject fields to the fullest extent possible. When no appropriate field is listed, use "other." In cases where teachers are assigned to more than one field, apportion time spent in each field.

If your school does not have any of grades K-6, PGM 3 056  No grades K-6 – Skip to item 10.   
 mark (X) the box and skip to question 10. →

**GRADES K-6 TEACHERS – FTE**

<b>9. Please fill in the table about your FTE teaching positions for grades K-6.</b>  (See definition of FTE on page 4.)	Number of FTE teachers as of October 1, 1987			Number of FTE positions	
	Total FTE teachers	Total number of NEWLY HIRED FTE teachers	NEWLY HIRED FTE teachers holding regular or standard state certification in field of assignment	FTE positions vacant, filled by a substitute teacher or withdrawn as of 10/1/87 because a suitable candidate could not be found	FTE teachers laid off at the end of the 1986-87 school year
PGM 4 (a)	(b)	(c)	(d)	(e)	(f)
1. KINDERGARTEN	.	.	.	.	.
2. GENERAL ELEMENTARY (Exclude kindergarten)	.	.	.	.	.
<b>SPECIAL AREAS (Exclude kindergarten and general elementary)</b>					
3. Art	.	.	.	.	.
4. Basic skills and remedial education *	.	.	.	.	.
5. Bilingual *	.	.	.	.	.
6. Computer science	.	.	.	.	.
7. English as a second language (ESL)	.	.	.	.	.
8. English language arts	.	.	.	.	.
9. Foreign language	.	.	.	.	.
10. Gifted *	.	.	.	.	.
11. Health, physical education	.	.	.	.	.
12. Home economics	.	.	.	.	.
13. Industrial arts	.	.	.	.	.
14. Mathematics	.	.	.	.	.
15. Music	.	.	.	.	.
16. Science	.	.	.	.	.
17. Reading	.	.	.	.	.
18. Religion/philosophy	.	.	.	.	.
19. Social studies/social science	.	.	.	.	.
<b>20. SPECIAL EDUCATION (TOTAL)</b>	.	.	.	.	.
a. Mentally retarded	.	.	.	.	.
b. Emotionally disturbed	.	.	.	.	.
c. Learning disabled	.	.	.	.	.
d. Speech and hearing impaired	.	.	.	.	.
e. Other special education	.	.	.	.	.
<b>21. ALL OTHERS</b>	.	.	.	.	.
<b>22. TOTAL GRADES K-6 * *</b>	.	.	.	.	.

\* If bilingual, basic skills, gifted, or remedial education teachers teach general elementary or specific areas (e.g., remedial math or bilingual science), count them only in the bilingual, basic skills, gifted, or remedial education categories.

\* \* Entry in column (b) of line 22 should equal sum of entries in categories b and c in column (3) of item 2 on page 4.

**SECTION A — ENROLLMENT AND TEACHING POSITIONS — Continued**

If your school does not have any of grades 7-12, mark (X) the box and skip to Check Item B.

PGM 3 057

No grades 7-12 — Skip to Check Item B on page 8

**GRADES 7-12 TEACHERS — FTE**

10. Please fill in the table about your FTE teaching positions for grades 7-12.  (See definition of FTE on page 4.)	Number of FTE teachers as of October 1, 1987			Number of FTE positions	
	Total FTE teachers	Total number of NEWLY HIRED FTE teachers	NEWLY HIRED FTE teachers holding regular or standard state certification in field of assignment	FTE positions vacant, filled by a substitute teacher, or withdrawn as of 10/1/87 because a suitable candidate could not be found	FTE teachers laid off at the end of the 1986-87 school year
PGM 5 (a)	(b)	(c)	(d)	(e)	(f)
1. GENERAL ELEMENTARY	.	.	.	.	.
2. Art	.	.	.	.	.
3. Basic skills and remedial education *	.	.	.	.	.
4. Bilingual *	.	.	.	.	.
5. Business education	.	.	.	.	.
6. Computer science	.	.	.	.	.
7. English as a second language (ESL)	.	.	.	.	.
8. English language arts	.	.	.	.	.
9. Foreign language	.	.	.	.	.
10. Health, physical education	.	.	.	.	.
11. Home economics	.	.	.	.	.
12. Industrial arts	.	.	.	.	.
13. Mathematics	.	.	.	.	.
14. Music	.	.	.	.	.
15. Reading	.	.	.	.	.
16. Religion/philosophy	.	.	.	.	.
17. Social studies/social science	.	.	.	.	.
<b>18. SCIENCE (TOTAL)</b>	.	.	.	.	.
a. Biology	.	.	.	.	.
b. Chemistry	.	.	.	.	.
c. Earth science	.	.	.	.	.
d. Physics	.	.	.	.	.
e. General and all other science	.	.	.	.	.
<b>19. SPECIAL EDUCATION (TOTAL)</b>	.	.	.	.	.
a. Mentally retarded	.	.	.	.	.
b. Emotionally disturbed	.	.	.	.	.
c. Learning disabled	.	.	.	.	.
d. Speech and hearing impaired	.	.	.	.	.
e. Other special education	.	.	.	.	.
<b>20. VOCATIONAL EDUCATION</b>	.	.	.	.	.
<b>21. ALL OTHERS</b>	.	.	.	.	.
<b>22. TOTAL GRADES 7-12 * *</b>	.	.	.	.	.

\* If bilingual, remedial education, or basic skills teachers teach specific subject areas (e.g., remedial reading or bilingual math), count them only in the bilingual, remedial education or basic skills category.

\*\* Entry in column (b) of line 22 should equal entry in category d of column (3) in item 2 on page 4.

**SECTION A – ENROLLMENT AND TEACHING POSITIONS – Continued**

**CHECK ITEM B**

Column (e) on pages 6 and 7 is labeled **PGM 3** "FTE positions vacant, filled by a substitute teacher, or withdrawn as of 10/1/87 because a suitable candidate could not be found." Would you be able to easily provide each piece of information separately, that is, separate counts for vacant positions, separate counts for positions filled by substitute teachers, and separate counts for positions withdrawn? *(Do not provide the counts; just indicate whether the data are available.)*

- 058 1  Yes  
2  No

**CHECK ITEM C**

On page 6, did you make any entries in column (b) of the Special Areas section (lines 3-19)?

- 059 1  Yes – Continue with item 11a  
2  No – Skip to Check item D below

11a. Are any of the Special Area teachers reported in column (b) on page 6 assigned to more than one teaching field (e.g., a teacher who teaches both math and science)?

- 060 1  Yes – Continue with 11b  
2  No – Skip to Check Item D below

b. Approximately what percent of the Special Area teachers reported in column (b) on page 6 have more than one field of assignment? *(Record percent in whole numbers, not tenths. Do not enter a decimal point.)*

061 \_\_\_\_\_ .0 %

c. How was their time allocated in column (b) on page 6? *Mark (X) only one box.*

- 062 1  Split between subject fields according to actual FTE's (e.g., 0.3 math and 0.7 science)  
2  Split equally between the fields regardless of actual FTE (e.g., 0.5 math and 0.5 science)  
3  By primary field of assignment only

d. In completing column (d) on page 6 for new teachers with more than one assignment field, were you able to report certification status for all fields of assignment?

- 063 1  Yes  
2  No  
3  Not applicable

**CHECK ITEM D**

Did you report any teachers in column (b) on page 7?

- 064 1  Yes – Continue with item 12a  
2  No – Skip to item 13

12a. Are any of the teachers reported in column (b) on page 7 assigned to more than one field (e.g., a teacher who teaches both math and physics)?

- 065 1  Yes – Continue with 12b  
2  No – Skip to Check item E below

b. Approximately what percent of the teachers reported in column (b) on page 7 have more than one field of assignment? *(Record percent in whole numbers, not tenths. Do not enter a decimal point.)*

066 \_\_\_\_\_ .0 %

c. How was their time allocated in column (b) on page 7? *Mark (X) only one box.*

- 067 1  Split between subject fields according to actual FTE's (e.g., 0.7 math and 0.3 science)  
2  Split equally between the fields regardless of actual FTE (e.g., 0.5 math and 0.5 physics)  
3  By primary field of assignment only

d. In completing column (d) on page 7 for new teachers with more than one assignment field, were you able to report certification status for all fields of assignment?

- 068 1  Yes  
2  No  
3  Not applicable

**CHECK ITEM E**

On page 7, teaching field number 17 is "Social studies/social science." Would you be able to easily provide separate counts for each specific field such as history, geography, government/civics, psychology, economics, and sociology? *(Do not provide the counts; just indicate whether the data are available.)*

- 069 1  Yes  
2  No

**SECTION B - SCHOOL POLICIES**

<p>Teacher Compensation</p> <p><b>13.</b> Which of the following benefits are available to teachers in your school?</p> <p><i>Mark (X) all that apply.</i></p>	<p><b>070</b> 1 <input type="checkbox"/> GENERAL MEDICAL INSURANCE School (or other organization) pays part or all of premium</p> <p>2 <input type="checkbox"/> Teachers pay all of premium</p> <p>DENTAL INSURANCE</p> <p>3 <input type="checkbox"/> School (or other organization) pays part or all of premium</p> <p>4 <input type="checkbox"/> Teachers pay all of premium</p> <p>GROUP LIFE INSURANCE</p> <p><b>072</b> 5 <input type="checkbox"/> School (or other organization) pays part or all of premium</p> <p>6 <input type="checkbox"/> Teachers pay all of premium</p> <p><b>073</b> 7 <input type="checkbox"/> PENSION CONTRIBUTIONS</p> <p>INCOME-IN-KIND</p> <p><b>074</b> 8 <input type="checkbox"/> Housing</p> <p><b>075</b> 9 <input type="checkbox"/> Meals (Include free or reduced price lunches)</p> <p><b>076</b> 10 <input type="checkbox"/> Transportation</p> <p><b>077</b> 11 <input type="checkbox"/> Tuition scholarships for children to attend this school</p> <p><b>078</b> 12 <input type="checkbox"/> REIMBURSEMENT FOR TEACHERS' TUITION AND COURSE FEES</p> <p>13 <input type="checkbox"/> Other - <b>Specify</b></p>
<p><b>14.</b> How many days or months is the normal work year for a teacher receiving a full salary?</p> <p><i>(Report in whole days or whole months, whichever is appropriate for your school.)</i></p>	<p><b>080</b> _____ Days</p> <p style="text-align: center;"><b>OR</b></p> <p>_____ Months</p>
<p><b>15.</b> What is the normal yearly starting salary in your school for a teacher with a bachelor's degree and no previous teaching experience?</p> <p><i>(Enter salary amount in whole dollars. Do not include benefits.)</i></p>	<p><b>082</b> \$ _____ <b>00</b> per year</p>
<p><b>16.</b> According to your salary schedule, what is the normal yearly contract salary for -</p> <p>a. A teacher with a master's degree (or its equivalent in credits beyond the bachelor's degree) and no previous teaching experience?</p>	<p><b>083</b> \$ _____ <b>00</b> per year</p>
<p>b. A teacher with a master's degree (or its equivalent in credits) and 20 years of teaching experience?</p>	<p><b>084</b> \$ _____ <b>00</b> per year</p>
<p><b>17.</b> What is the AVERAGE GROSS yearly salary paid to teachers in your school? <i>(Exclude benefits.)</i></p>	<p><b>085</b> \$ _____ <b>00</b> per year</p>
<p><b>18a.</b> In this school year, does your school have a "merit pay" plan for teachers? <i>(A "merit pay" plan is a system in which a teacher's performance is a significant factor in determining his or her compensation.)</i></p>	<p><b>086</b> 1 <input type="checkbox"/> Yes - <b>Continue with 78b</b></p> <p>2 <input type="checkbox"/> No - <b>Skip to 19</b></p>
<p>b. How is this performance-based compensation given?</p> <p><i>Mark (X) all that apply.</i></p>	<p><b>087</b> 1 <input type="checkbox"/> Cash bonus (i.e., supplement(s) to regular compensation over the year but no permanent increase in salary)</p> <p><b>088</b> 2 <input type="checkbox"/> One-time step increase on the salary schedule</p> <p><b>089</b> 3 <input type="checkbox"/> Other salary increase (e.g., increase in base salary or salary classification)</p>

**SECTION B – SCHOOL POLICIES – Continued**

**Teacher Compensation – Continued**

The following definitions of pay incentives pertain to questions 19a-c.

**Cash bonus** – An amount of money given once within an interval of time as an incentive to a person to teach in a particular field.

**Different step on salary schedule** – Placement of a teacher on a higher step of the salary schedule if the teacher agrees to teach in a particular field.

**Other salary increase** – Increase in base salary or other raise in salary through reclassification (other than a step increase on the salary schedule).

**19a.** Does your school or organization use any of the pay incentives listed above to recruit or retain teachers to teach in fields of shortage?

- 090** 1  Yes – Continue with 796  
 2  No – Skip to 20a

**b.** Which of these pay incentives are offered to attract teachers to fields specified by your school as fields of shortage?

Mark (X) all that apply.

- 095** 1  Cash bonus  
**096** 2  Different step on salary schedule  
**097** 3  Other salary increase

**c.** In which fields are any of these incentives offered?

Mark (X) all that apply.

- 099** 1  Special education  
**100** 2  Mathematics  
**101** 3  Computer science  
**102** 4  Physical sciences  
**103** 5  Biological/life sciences  
**104** 6  Bilingual education/ESL  
**105** 7  Foreign languages  
**106** 8  Other – Specify –

**20a.** Is free retraining available in your school (regardless of funding source) to prepare staff members to teach in fields with current or anticipated shortages?

- 107** 1  Yes – Continue with 20b  
 2  NO – Skip to 21

**b.** What are the fields for which this free training is provided?

Mark (X) all that apply.

- 108** 1  Special education  
**109** 2  Mathematics  
**110** 3  Computer science  
**111** 4  Physical sciences  
**112** 5  Biological/life sciences  
**113** 6  Bilingual education/ESL  
**114** 7  Foreign languages  
**115** 8  Other – Specify ↴

SECTION B - SCHOOL POLICIES - Continued

Teacher Hiring And Retirement Policies

21. Which of the following criteria are used in SCREENING applicants for hiring in your school?

a. Full standard state certification for field to be taught.

- 116 1  Not used  
 2  Used as criterion but not required  
 3  Required for hiring

b. At least emergency or temporary state certification or endorsement for field to be taught.

- 117 1  Not used  
 2  Used as criterion but not required  
 3  Required for hiring

c. Graduation from a state approved teacher education program.

- 118 1  Not used  
 2  Used as criterion but not required  
 3  Required for hiring

d. College major or minor in field to be taught.

- 119 1  Not used  
 2  Used as criterion but not required  
 3  Required for hiring

e. Passage of a local SCHOOL test of basic skills or subject knowledge.

- 120 1  Not used  
 2  Used as criterion but not required  
 3  Required for hiring

f. Passage of a STATE test of basic skills.

- 121 1  Not used  
 2  Used as criterion but not required  
 3  Required for hiring

g. Passage of a STATE test of subject knowledge.

- 122 1  Not used  
 2  Used as criterion but not required  
 3  Required for hiring

h. Passage of the National Teachers Examination.

- 123 1  Not used  
 2  Used as criterion but not required  
 3  Required for hiring

22a. Are teachers in your school covered by a retirement plan?

- 124 1  Yes - **Continue with 22b**  
 2  No - **Skip to page 12**

b. What is the minimum age at which a teacher can retire this year without penalty?

125  Age - **Continue with 22c**

- 126 1  No minimum age requirement - **Skip to item 22d**

c. What is the minimum number of years of service for retirement AT THIS AGE?

127  Years of service

- 1  No minimum service requirement

} **Skip to page 12**

d. How many years of service are required for a teacher to retire without penalty?

129  Years

**SECTION B – SCHOOL POLICIES – Continued**

**High School Graduation Requirements**

If your school does not serve any of grades 10–12, mark (X) the box and skip to question 24. →

130

Does not serve any of grades 10–12 – Skip to item 24

**23a. How many years of instruction are students in your school required to complete for high school graduation in each of the following subject areas?** (Write in the number of years of instruction required for the graduating class of 1987 and the class of 1988. Record the number to the nearest tenth, e.g., 3.0, 2.5, etc. If none, mark the "None" box in the cell.)

Subject area (a)	Class of 1987 (b)	Class of 1988 (c)
	131	132
1. English/language arts	<input type="checkbox"/> None	<input type="checkbox"/> None
2. Mathematics/computer science	<input type="checkbox"/> None	134 <input type="checkbox"/> None
3. Social sciences (social studies (e.g., history, geography, economics))	135 <input type="checkbox"/> None	136 <input type="checkbox"/> None
4. Physical and biological sciences	137 <input type="checkbox"/> None	138 <input type="checkbox"/> None
5. Foreign language	139 <input type="checkbox"/> None	140 <input type="checkbox"/> None
6. Other – Specify →	<input type="checkbox"/> None	142 <input type="checkbox"/> None

**b. Do the requirements for 1988 reflect a 3-year or a 4-year program?**

143

- 3-year program  
 4-year program  
 Other – Specify –

Remarks

**SECTION C - RESPONDENT INFORMATION**

**24.** What is the title of the person primarily responsible for filling out this questionnaire?

*Mark (X) only one box.*

159

- 1  Principal/Head
- 2  Vice Principal/Assistant Principal/Assistant Head
- 3  Teacher
- 4  Secretary
- 5  Other - Specify ↴

\_\_\_\_\_

**25.** Please enter the date you finish this survey. →

Month

Day

Year

**88**

***THIS COMPLETES THE QUESTIONNAIRE.***

***THANK YOU FOR ASSISTING US IN THIS IMPORTANT RESEARCH.***

***YOUR TIME AND EFFORT ARE MUCH APPRECIATED.***

Return in the enclosed postage-paid envelope to:

**Bureau of the Census  
Current Projects Branch  
1201 East Tenth Street  
Jeffersonville, IN 47132**