



## View xForm - Research Review Board (RRB) Submission

### New RRB Submission

#### Data Entry

- Submitted 04/19/2024 10:02 AM ET by NCES, School Pulse Panel

#### Amendment Summary

<b>RRB Number</b>	2021-1675
<b>Study Title</b>	School Pulse Panel (SPP)
<b>Event Type</b>	Modification/Continuing Review defined 04/19/2024
<b>Schools Participating</b>	400092 - CICS - Lloyd Bond 400121 - Acero Charter Schools - Sor Juana InÃ©s de la Cruz 400175 - Excel Academy of South Shore 609729 - Carl Schurz High School 609740 - Wells Community Academy High School 609751 - Dr Martin Luther King Jr College Prep HS 609818 - Luther Burbank Elementary School 609966 - Charles G Hammond Elementary School 610068 - Hanson Park Elementary School 610093 - Jane A Neil Elementary School 610094 - Louis Nettelhorst Elementary School 610138 - Pulaski International School of Chicago 610195 - Elizabeth H Sutherland Elementary School 610225 - John Whistler Elementary School

#### Description of Research Activities to Date

Data collection for the 2023-24 SPP is ongoing and will formally conclude in June 2024.

The U.S. Census Bureau has collected the SPP data on behalf of NCES. Data collection is a self-administered, online survey.

The 2023-24 School Pulse Panel data collection began with recruitment in the spring of 2023, and initial data collection began in August 2023. Each month, sampled schools receive emails and letters notifying them of the survey. These emails and letters include the log-on information needed to complete the online questionnaire. Respondents have a two-week window to respond to the survey, and reminder emails are sent during the data collection window.

## Preliminary Results to Date

Data are released a few weeks after data collection ends for that month to the National Center for Education Statistics School Pulse Panel dashboard. Although the results presented in the dashboard and the publicly available Excel files (available on the dashboard) are weighted and adjusted for non-response, these experimental data should be interpreted with caution. Experimental data may not meet all NCES quality standards. The dashboard does not provide results on all survey questions, but the Excel files provide the full set of findings for each month.

Results on the dashboard and associated Excel files are disaggregated by the following reporting groups:

- **Region:** Defined by the U.S. Census Bureau, the reported region categories are Northeast, Midwest, South, and West. Information is from the 2021-22 Common Core of Data (CCD).
- **Locale:** Reported as the following mutually exclusive categories: city, suburb, town, and rural. Information is from the 2021-22 CCD.
- **School level:** Reported as the following mutually exclusive categories: elementary, middle/other, and high/secondary. Information is from the 2021-22 CCD.
- **School size:** The school size is based on student enrollment information. Reported categories are 0–299, 300–499, 500–999, and greater than or equal to 1,000. Information is from the 2021-22 CCD.
- **Poverty:** The Income-to-Poverty ratio (IPR) for the neighborhood surrounding the school location is used to distinguish schools in high- and low-poverty neighborhoods. The IPR estimates come from NCES's EDGE School Neighborhood Poverty Estimates. The IPR is the percentage of family income that is above or below the federal poverty threshold set for the family's size and structure and is calculated for the neighborhood surrounding the school building. It ranges from 0 to 999, where lower IPR values indicate a greater degree of poverty. A family with income at the poverty threshold has an IPR value of 100. In the SPP data, IPR values of 200 or lower represent schools in high-poverty neighborhoods; IPR values greater than 200 represent schools in low-poverty neighborhoods.
- **Race/ethnicity:** The school race/ethnicity demographics are reported as mutually exclusive categories by the percentage of students who are not Black, Hispanic, Asian, American Indian/Alaska Native, or Two or More Races. Information is from the 2021-22 CCD.

## Type of Request

Modification

*Please select continuing review if no changes have been made to your study protocol. If you plan on proposing a modification AND a continuing review, please select modification, as an approved modification will extend your approval period.*

## Indicate Proposed Modification Areas

Change of Principal Investigator  
Study Population  
Study Timeline

***After summarizing your proposed modifications on this page, please update the following pages as appropriate. Please update all aspects of your proposal to reflect your proposed modifications. Any changes made within your proposal will be displayed as tracked changes to your assigned reviewer.***

### **Please provide an overview of the proposed modifications to your study timeline**

The 2024-25 School Pulse Panel data collection will begin in July of 2024 and will continue monthly until June 2025.

### **Please provide an overview of the proposed modifications to your study population**

NCES has drawn a new sample for the 2024-25 School Pulse Panel collection. We are submitting a modification to update the schools listed in our application. The SPP is a voluntary survey, and we are applying for approval for permission to make contact with these schools to invite them to participate in the survey. The CPS schools in sample for the 2024-25 SPP are the following:

Haley Elem Academy  
Burley Elem School  
Byrne Elem School  
Chalmers Elem Specialty School  
Dawes Elem School  
Juarez Community Academy HS  
Ericson Elem Scholastic Academy  
Gallistel Elem Language Academy  
Higgins Elem Community Academy  
Kellogg Elem School  
Kelvyn Park High School  
McClellan Elem School  
OKeeffe Elem School  
Ashe Elem School  
Sumner Elem Math & Sci Comm Acad  
Little Village Elem School  
Lara Elem Academy  
Colemon J Elem Academy  
Devry Advantage Academy High Schl  
Orr Academy High School  
Englewood STEM High School

## **Optional Attachments - please attach any reports/publications that have been created thus far here.**

*No answer provided.*

## **Pertinent CPS Documentation**

## Submitter

NCES, School Pulse Panel

**Email:** addp.school.pulse.panel@census.gov

**Phone:**

## Overview of Pertinent CPS Documentation

The RRB is composed of members representing various Central Office academic departments as well as the Law Department. The RRB meets quarterly to evaluate new proposals to conduct research. The RRB calendar and deadlines for submissions can be found on the CPS Research Website here. Decisions resulting from the research review process will be communicated to the applicant of the request as well as appropriate CPS staff in accordance with the estimated timelines outlined in the respective RRB calendar. External researchers may not begin any research activities or obtain data for research purposes without first following the procedures outlined in this policy and securing the necessary approvals.

*We expect all researchers to be familiar with the guidelines and policies guiding research within the district. Please verify that you have read and acknowledged the following:*

### External Research Study and Data Policy

✓ I have read and understood the External Research Study and Data Policy

### CPS RRB Guidelines

✓ I have read and understood the CPS RRB Guidelines

### CPS Equity Framework

✓ I have read and understood the CPS Equity Framework

### CPS Vision

✓ I have read and understood the CPS Vision

### CPS Volunteer Policy

✓ I have read and understood the CPS Volunteer Policy, including background check requirements

## Study Personnel Details

### Study Title

School Pulse Panel (SPP)

### Does your organization participate in a Research Practice Partnership (RPP) with Chicago Public Schools?

No

**Primary Study Organization/University**

National Center for Education Statistics (NCES)

**Current Study Contacts****Name****Role**

Hansen, Rachel

Principal Investigator

NCES, School Pulse Panel

Coordinator

**Principal Investigator**

Hansen, Rachel

**Expirations:****Background  
Check  
Level:****PI Organization**

National Center for Education Statistics (NCES)

**If the form indicates "not found" when you add the Principal Investigator, please use the link below to add the contact to the IRBManager system.**

User had the option to start a different form here.

**Is the Principal Investigator a Student?**

No

**Is the researcher a CPS Staff Member?**

No

**Funding and Intervention Information****Is this project contracted by the CPS Board of Education?**

No

**Is a funding source associated with the proposed research?**

No

**Select the option that applies to your study**

My study will be occurring District-wide

**Will this research require any in-person interaction or intervention activities?**

No

**Will this research require any virtual interaction or intervention activities (Google Meets, Zoom, etc.)?**

No

*Please note that Zoom is not approved for use with CPS Students. Any virtual activities will need to be conducted via Google Meets and safe@cps.edu must be invited to Google Meet. Please adjust virtual methods accordingly. For more information on permitted interactions with students and staff, please visit <https://www.cps.edu/about/policies/acceptable-use-policy/external-volunteers/>.*

**Please check all of the following that apply to your research protocol:**

Questionnaire

**Please outline your protocol for survey activities, describing when, where, duration, frequency, and with whom.**

The School Pulse Panel data collection will begin in August of 2023 and will continue throughout June 2024. The U.S. Census Bureau, acting as a contractor for NCES, manages the data collection. Sampled schools will receive letters and emails notifying them of the survey over the summer of 2023 in order to collect information about the appropriate points of contact for the school and district surveys. Each school will receive a letter and an email notifying them of the full survey, which will include the log-on information to complete the online questionnaire. Respondents will have a two-week window to respond to the survey. Reminder emails will be sent during the data collection window. National-level estimates will be released about 5 weeks after data collection ends for that month. This process will be repeated monthly beginning in August 2023 through June 2024.

**Please describe how data will be captured and stored securely**

Data security and confidentiality protection procedures have been put in place for the School Pulse Panel to ensure that all contractors and agents working on the School Pulse Panel comply with all privacy requirements including, as applicable:

1. The Inter-agency agreement with NCES for this study and the statement of work of the contract;
2. Privacy Act of 1974 (5 U.S.C. §552a);
3. Privacy Act Regulations (34 CFR Part 5b);
4. Computer Security Act of 1987;
5. U.S.A. Patriot Act of 2001 (P.L. 107-56);
6. Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9573);
7. Cybersecurity Enhancement Act of 2015 (6 U.S.C. §151);
8. Foundations of Evidence-Based Policymaking Act of 2018, Title III, Part B, Confidential Information Protection
9. The U.S. Department of Education General Handbook for Information Technology Security General Support Systems and Major Applications Inventory Procedures (March 2005);
10. The U.S. Department of Education Incident Handling Procedures (February 2009);
11. The U.S. Department of Education, ACS Directive OM: 5-101, Contractor Employee Personnel Security Screenings;
12. NCES Statistical Standards; and
13. All new legislation that impacts the data collected through the inter-agency agreement and contract for this study.

The U.S. Census Bureau will collect data under an interagency agreement with NCES and maintain the individually identifiable questionnaires per the agreement, including:

1. Provisions for data collection in the field;
2. Provisions to protect the data-coding phase required before machine processing;
3. Provisions to safeguard completed survey documents;
4. Authorization procedures to access or obtain files containing identifying information; and
5. Provisions to remove printouts and other outputs that contain identification information from normal operation (such materials will be maintained in secured storage areas and will be securely destroyed as soon as practical).

U.S. Census Bureau and contractors working on the SPP will comply with the Department of Education's IT security policy requirements as set forth in the Handbook for Information Assurance Security Policy and related procedures and guidance, as well as IT security requirements in the Federal Information Security Management Act (FISMA), Federal Information Processing Standards (FIPS) publications, Office of Management and Budget (OMB) Circulars, and the National Institute of Standards and Technology (NIST) standards and guidance. All data products and publications will also adhere to the revised NCES Statistical Standards, as described at the website:

<https://nces.ed.gov/statprog/2012/>.

By law (20 U.S.C. §9573), a violation of the confidentiality restrictions is a felony, punishable by imprisonment of up to 5 years and/or a fine of up to \$250,000. All

government or contracted staff working on the study and having access to the data, including field staff, are required to sign an NCES Affidavit of Nondisclosure and have received public-trust security clearance. These requirements include the successful certification and accreditation of the system before it can be implemented. Appropriate memoranda of understanding and interconnection security agreements will be documented as part of the certification and accreditation process.

From the initial contact with the participants in this survey through all of the follow-up efforts, potential survey respondents will be informed that (a) the U.S. Census Bureau administers the School Pulse Panel on behalf of NCES; (b) NCES is authorized to conduct the School Pulse Panel by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543); (c) all of the information they provide may only be used for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151); and (d) that their participation is voluntary.

The following language will be included in respondent contact materials and on data collection instruments:

The National Center for Education Statistics (NCES), within the U.S. Department of Education, conducts the 2023-24 School Pulse Panel as authorized by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

All of the information you provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C.)

§151

The following language will be included on data collection instruments:

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this voluntary information collection is 1850-0975. The time required to complete this information collection is estimated to average 30 minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate, suggestions for improving this collection, or comments or concerns about the contents or the status of your individual submission of this questionnaire, please e-mail: [adp.school.pulse.panel@census.gov](mailto:adp.school.pulse.panel@census.gov).

**Please attach all study materials corresponding to interview procedures (i.e., consent forms, protocol, recruitment and incentive plans)**

Informed Consent Form - Draft V2.docx   Consent Forms

**Detail the method of Survey Administration (e.g. paper, online, etc.)**

The U.S. Census Bureau will collect the SPP data on behalf of NCES. Data collection will be a self-administered, online survey. It is estimated for the survey to require roughly 30 minutes of school staff time or 30 minutes of district staff time each month the survey is administered. Surveys may be administered monthly or less frequently. The sampled school is welcome to share the invitation link with other school or district staff to help respond to the survey. Your school will be offered a reimbursement of \$200 for each survey submitted through the 2023-24 school year from August 2023 to June 2024. The reimbursement will be paid out monthly.

If a school district does not permit its schools to receive any form of payment, the reimbursement will be sent to a point of contact in the district or the reimbursement will be withheld. Principals, and other staff most knowledgeable about the school environment and program offerings, can complete the survey. School points of contact will be collected on the screener that will be sent over the summer of 2023. No classroom time is involved in the completion of this survey.



**Will this research require the use or access of existing CPS data?**

No

**Will this research require the use or access of existing non-CPS data?**

No

### Study Details

**Please select all of the following that will be participating in the study?**

Other Staff

**Has this project been reviewed by an Institutional Review Board (IRB)?**

Yes, and it was deemed exempt

**IRB of Record Name**

Westat Institutional Review Board

**IRB Protocol Number**

6704.01.29.22

**Please attach all of your IRB documentation here (include approval/exemptions letters, IRB study protocol, etc.).**

School Pulse Panel 2023\_24 IRB.pdf IRB Letters

**IRB of Record Primary Contact Email Address**

IRB@westat.com

**Please select your primary area of research from the following:**

General Curriculum and Instruction

### Secondary Study Subject(s)

Administration  
Health  
Other  
Program Evaluation

### Study Overview

## Executive Summary or Abstract

*Please provide a high-level overview of your study, including a summary of the motivation, design, and implications of the project.*

This is a study conducted by the National Center for Education Statistics (NCES), part of the Institute of Education Sciences (IES), within the United States Department of Education, to collect extensive data on a rotating collection of high-priority, education-related topics that NCES and federal policymakers lack timely data on. U.S. public primary, middle, high, and combined-grade schools and districts will be surveyed each month. NCES is authorized to conduct the 2023-24 SPP by the Education Sciences Reform Act of 2002 (ESRA 2002; 20 U.S.C. §9543).

A 2021-22 SPP was administered in direct response to President Biden's Executive Order 14000: Supporting the Reopening and Continuing Operation of Schools and Early Childhood Education Providers. It was one of the nation's few sources of reliable data on a wealth of information focused on schools' learning mode offerings, virus spread mitigation strategies, services offered for students and staff, issues with staffing, and technology use, as reported by principals in U.S. public schools. Due to the success of the 2021-22 SPP, NCES was requested to start a new panel to collect data throughout the 2023-24 school year. About 4,000 public elementary, middle, high, and combined-grade schools will be selected to participate in the panel, where school staff will be asked to provide data on a monthly basis on topics that the Department lacks comprehensive or timely data on. The 2023-24 SPP collections will begin in August 2023 and will continue throughout the 2023-24 school year through June 2024. Collecting data on a monthly basis will fill critical knowledge gaps. By participating, information from school(s) in your district allows for comparisons among different types of schools across the nation that are valuable to governing agencies, policy makers, educators, and the general public.

## Research Questions and Hypothesis

*Please list all research questions and hypotheses associated with this project.*

The School Pulse Panel is a dynamic monthly survey. Content areas for the 2023-24 SPP were developed by meeting with program offices in the U.S. Department of Education and with other federal agencies and stakeholders, including the U.S. Department of Agriculture, the Centers for Disease Control, the Bureau of Justice Statistics, and the White House Domestic Policy Council, and asking them to provide NCES with more information on what education-related topics they lacked timely data on.

The monthly survey will encompass broad content domains, each with a series of measurement items addressing a specific research question. Each content domain is briefly stated below in terms of the issues in need of measurement, as well as examples of research questions we are seeking to answer.

Below are examples of the types of content domains that will likely be covered in the 2023-24 SPP:

1. Instructional program offerings to address learning recovery
  1. What types of school offerings did your school offer during the summer to help with learning recovery?
  2. During the school year, will the school day be extended? Number of school days increased? Additional before-school or after-school programs?
  3. What are the types of strategies that will be used to help accelerate learning? How effective have these strategies been?
  4. What types of tutoring, if any, are your school offering during the 2022-23 school year?
  5. Are there any barriers that your school is facing in implementing learning recovery strategies and/or tutoring?
2. Use of technology, computer devices, and Internet access
  1. Are laptops or tablets offered and available to all students in the school to assist with virtual learning?
  2. Was Internet access provided to students?
  3. Has your school provided IT or technical support?
  4. Was professional development on digital learning provided to educators? Or trainings on digital learning provided to students?
  5. Does your school have high-speed Internet that is accessible throughout the school?
3. Mental health and services provided
  1. What are the types of mental health services offered at your school?
  2. Has your school hired new staff to focus on social/emotional/mental wellbeing?
  3. Has your school offered professional development to train teachers on helping students with their social/emotional/mental wellbeing?
  4. Have there been changes in the number of school psychologists, counselors, and nurses at your school since the beginning of the school year?
4. Staffing Shortages
  1. As of the start of the school year, do you have any administrative staff, teacher, or support staff vacancies?
  2. How difficult was it to fill staff vacancies?
  3. Has teacher and staff burnout become a more pressing issue at your school?

during the 2023-2024 school year?

4. How have federal funds been used to fill vacancies or create new positions?

5. Have you increased teachers' salaries to counteract inflation? If yes, has this been a successful retention strategy? If no, have you implemented other non-financial incentives to retain teachers?

5. Supply chain issues and school meals

1. What are the types of challenges your school is experiencing with obtaining food, beverages, or meal supplies for students participating in school meal programs?

6. Concerns expressed by parents, staff, and students

1. What are the types and levels of concerns, if any, being expressed regarding how education and other programs are being provided at your school?

7. Absenteeism

1. Has chronic student absenteeism changed since the start of the pandemic?

2. How easy or difficult is it get substitute teachers to fill teacher absences?

3. Has your school needed to use long-term substitutes in the 2023-24 school year? If yes, how many and how many times? How does this compare to last year?

8. School Climate and Safety

1. How has the pandemic affected classroom management in your school?

2. Have you experienced more behavioral or social emotional issues in the classroom?

3. How have new, remote, or hybrid students been welcomed back into the school setting?

4. Does your school have a written plan that describes procedures to be performed in various emergency scenarios?

9. Community Partnerships

1. Does your school use a "community school" or "wraparound services" model?

2. Were services that are available through community partnerships added to address challenges related to the COVID-19 pandemic?

10. Facilities Management

1. Has your school taken any steps to increase ventilation or filter/clean air in school?

2. Does your school employ an Indoor Air Quality Coordinator?

3. Are carbon dioxide sensors installed in classrooms?

4. How many permanent and non-permanent buildings are in use at your school? How many, if any, have received third-party green building certification?

11. Federal Fund Usage

1. How are federal funds being used for learning recovery?

2. How much does it cost your school to implement learning recovery strategies like high-dosage tutoring?

### **Purpose and Literature Review**

*Please provide an overview of the existing research and literature on this subject. What is the contextual history of this subject area and how does this research build upon the body of extant knowledge?*

The SPP collects detailed information that is critical for data-driven decision making on program and policy implementation and federal funding distributions by program offices in the Department of Education, the White House, other federal agencies, and Congress. The ability of NCES to provide this important information is contingent upon the voluntary participation of sampled schools. Because your school(s) represent themselves and many others like them, participation is vital for producing high-quality information. By participating in this survey, you will ensure that information about your district's students and schools are included in those important decisions.

### **Research Activities and Student/Staff Involvement**

*Please provide an overview of all primary and secondary research activities associated with this study. Please use this space to describe, as thoroughly as possible, all that will be asked of your research subjects (e.g. surveys, focus groups, observations, etc.)*

The U.S. Census Bureau will collect the SPP data on behalf of NCES. Data collection will be a self-administered, online survey. It is estimated for the survey to require roughly 30 minutes of school staff time or 30 minutes of district staff time each month the survey is administered. Surveys may be administered monthly or less frequently. The sampled school is welcome to share the invitation link with other school or district staff to help respond to the survey. Your school will be offered a reimbursement of \$200 for each survey submitted through the 2024-25 school year from August 2024 to June 2025. The reimbursement will be paid out monthly.

If a school district does not permit its schools to receive any form of payment, the reimbursement will be sent to a point of contact in the district or the reimbursement will be withheld. Principals, and other staff most knowledgeable about the school environment and program offerings, can complete the survey. School points of contact will be collected on the screener that will be sent over the summer of 2024. No classroom time is involved in the completion of this survey.

## Research Methodology and Analytical Technique

*Please provide an overview of your research methodology and specific analytical techniques that will be utilized as part of this study.*

The resulting data will provide aggregate estimates for public schools across the nation. A stratified sample design was used to select approximately 4,000 U.S. public schools. An additional reserve sample of replacement schools (1,000) was selected to boost response rates if any schools from the initial sample do not respond. The sample is designed to provide national estimates of public primary, middle, and high schools, taking into account the type of locale (urbanicity) and racial/ethnic student enrollment.

The sampling frame for the School Pulse Panel is derived from the Common Core of Data (CCD), the universe of public schools supplied annually by state educational agencies to NCES. Only public schools in the 50 states and the District of Columbia will be included in the sampling frame. A universe collection from the Outlying Areas (Guam, Northern Marianas, U.S. Virgin Islands, American Samoa) will be administered as well. Certain types of schools are excluded, including newly closed schools, home schools, ungraded schools, and schools with high grades of kindergarten or lower. Regular public schools, charter schools, alternative schools, special education schools, vocational schools, and schools that have partial or total magnet programs are included in the frame. For sample allocation purposes, strata are defined by instructional level, type of locale (urbanicity), and percent minority enrollment.

## Benefits and Commitment to Equity

## Benefit to CPS

### **Which (if any) CPS vision goals does your research support?**

*No answer provided.*

*[Click here to access more information on the CPS Vision Goals.](#)*

### **Which (if any) of the CPS core values does your research support?**

Academic Excellence  
Community Partnership  
Continuous Learning  
Student Centered

### **Please describe how your project supports each of the core values selected above.**

The 2024-25 SPP supports the indicated core values by identifying areas of accomplishment and improvement within your district's schools and informing federal policy makers of areas where federal support is needed. Identifying areas of improvement in near-real time can support improvements to current programs and recognize successful achievements.

### **How does this project support the district broadly?**

The School Pulse Panel is an opportunity for your district to provide real-time input to key policy makers in the White House, Congress, the Department of Education, and other Federal agencies as critical decisions are being made that will impact the future of Federal education policies. Specifically, the 2021-22 SPP results were used by the White House Domestic Policy Council and senior policy advisors within the Department of Education's Office of the Secretary to inform guidance, technical assistance, and support on using American Rescue Plan funds geared toward effective learning recovery strategies. Data on the National School Meals Program helped inform the USDA's Food and Nutrition Service to better understand the impacts of the removal of the free lunch waiver, as well as supply chain disruptions. Resources cannot be effectively disbursed to support schools if there is a lack of data to inform these decisions. If you choose not to participate, the voice of your students and staff will not be used to inform key decisions that are being made. Because your district and its school(s) represent themselves and many others like them, their participation is vital for producing high-quality information. By participating in this panel, you will ensure that information about your district's school(s) is included in those important decisions. It will also help avoid similar data collection requirements for all schools in your district to help reduce overall response burden for your district.

## Commitment to Equity

### In what ways does this project reflect/challenge/progress the district's commitment to equity?

The 2024-25 SPP strives to identify how schools are addressing issues within their districts and can serve to identify inequities within districts and nationwide. Principals are asked to document issues and obstacles their school is facing. The SPP will use these responses to identify areas that may need more research and data.

*Reflect on the district's equity framework as well as the following: As a researcher, what is my privilege / bias when it comes to this question? Am I assuming that Black and brown students will inherently perform poorly? Have I consulted those whose communities I want to research? Is the research designed with the holistic humanity of the people I am researching in mind? Do I perceive the communities I want to research as allies, or as research subjects? Am I interrogating / challenging policies and systems that may be contributing to inequities? Will this project create an undue burden on the communities I am seeking to research?*

### How are your research activities accessible to individuals with disabilities?

The 2024-25 SPP is an online response survey. The SPP team is available to address questions/concerns during the data collection period and can assist in completing the online questionnaire, if needed. The principal can also share the survey link with other staff to assist in responding to the survey.

### Are your research activities translated into languages other than English as appropriate for the community?

As the surveys are completed by administrators, the survey is offered only in English.

### Please use the table below to list all District CPS Supporters and the role they will have in your study. Use the details box to describe your supporters' title and role in the district. List your primary supporter first.

*Please click "save" after each line.*

CPS Supporter Email Address	CPS Supporter Details
-----------------------------	-----------------------

### Link to New Contact Form

User had the option to start a different form here.

### How will you share your research findings with the population(s) you are studying?

The information collected in the School Pulse Panel is released on a dashboard located on the IES website (<https://ies.ed.gov/schoolsurvey/>). Additionally, many of the estimates will be included in short infographic reports published by NCES. An example of an SPP infographic is available here:

[https://ies.ed.gov/schoolsurvey/spp/SPP\\_April\\_Infographic\\_Mental\\_Health\\_and\\_Well\\_Being.pdf](https://ies.ed.gov/schoolsurvey/spp/SPP_April_Infographic_Mental_Health_and_Well_Being.pdf).

## Research Activities

### Start Date of Recruitment

07/08/2024

### End Date of Recruitment

06/28/2025



**Please provide the date that you will begin primary data collection**

08/08/2024

**Please provide the end date of primary data collection**

06/28/2025

**Please provide the date that you will begin analysis**

09/04/2024

**Please provide the end date of analysis**

08/30/2025

**Please provide the approximate date that you will finalize your research report.**

08/30/2025

**Description of Deliverable/Final Product (i.e., academic/journal article, white paper, memo, report)**

The information collected in the School Pulse Panel is released on a dashboard located on the IES website (<https://ies.ed.gov/schoolsurvey/>). Additionally, many of the estimates will be included in short infographic reports published by NCES. An example of an SPP infographic is available here: [https://ies.ed.gov/schoolsurvey/spp/SPP\\_April\\_Infographic\\_Mental\\_Health\\_and\\_Well\\_Being.pdf](https://ies.ed.gov/schoolsurvey/spp/SPP_April_Infographic_Mental_Health_and_Well_Being.pdf).

**Will any portion of this research, including recruitment or consent, take place during or in any way interfere with standard activities?**

No

*With very few exceptions, research procedures cannot be carried out during or in any way interfere with standard activities, including instruction time or professional development sessions.*

**Will this study involve study subject randomization or a control group?**

No

**Will your research employ study-subject deception or non-disclosure?**

No

**Will this research involve Product Testing?**

No

**Will this research involve collection of biological samples or biometric data?**

No

**Does this research involve other research procedures not described previously?**

No

**Is this research tied to a standard or novel curriculum, teaching or other program, staff professional development training or program, or other non-research activity or activities?**

No

**Does this study involve the use of educational technology (including survey tools, video conference platforms, and third party websites. See note for add'l details)?**

No

*Please be aware that under The Student Online Personal Protection Act, SOPPA (105 ILCS 85/), any platform students interact with must be compliant with current data security and student privacy regulations. Please note that this definition includes online survey tools such as Qualtrics. Please use the following website to check if your proposed platform is compliant with SOPPA:  
<https://cps.app.learnplatform.com/new/public/tools>*

## **Study Population**

**Will you be submitting a secondary Data Request?**

No

## **Study Subject Inclusion Criteria**

1 Principal/Administrator per school

*If the research involves more than one study subject population (e.g. students, parents, teachers, staff), please individually detail the inclusion criteria for each.*

## **Study Subject Exclusion Criteria**

Schools may be out of scope if they do not fit the stated sampling requirements (i.e., school is closed, has no students at the time of data collection, etc.). As the school is in sample, not a specified person, the sampled school is welcome to share the invitation link with other school or district staff to help respond to the survey.

*If the research involves more than one study subject population, please individually detail the inclusion criteria for each*

**Please select all special populations that may be targeted for your study**

*No answer provided.*

**Describe the potential direct and/or indirect benefits for all detailed research procedures and populations**

The School Pulse Panel is an opportunity for your district to provide real-time input to key policy makers in the White House, Congress, the Department of Education, and other Federal agencies as critical decisions are being made that will impact the future of Federal education policies. Specifically, the 2021-22 SPP results were used by the White House Domestic Policy Council and senior policy advisors within the Department of Education's Office of the Secretary to inform guidance, technical assistance, and support on using American Rescue Plan funds geared toward effective learning recovery strategies. Data on the National School Meals Program helped inform the USDA's Food and Nutrition Service to better understand the impacts of the removal of the free lunch waiver, as well as supply chain disruptions. Resources cannot be effectively disbursed to support schools if there is a lack of data to inform these decisions. If you choose not to participate, the voice of your students and staff will not be used to inform key decisions that are being made. Because your district and its school(s) represent themselves and many others like them, their participation is vital for producing high-quality information. By participating in this panel, you will ensure that information about your district's school(s) is included in those important decisions. It will also help avoid similar data collection requirements for all schools in your district to help reduce overall response burden for your district.

**Describe the anticipated potential risks, however minimal, associated with the detailed research procedures and subject populations**

There are no anticipated risks in participating in the School Pulse Panel.

**How will the identified risks for all research procedures and subject populations be minimized and/or mitigated to the greatest extent possible?**

There are no anticipated risks in participating in the School Pulse Panel.

**What procedures will you use in the event that research questions/processes produce observable stress/distress in subjects?**

The respondent can skip questions without entering a response if they deem the item too sensitive.

### Will you compensate study subjects?

Yes

#### **Detail the proposed compensation (monetary and/or non-monetary) for each research procedure and population**

Your school will be offered a reimbursement of \$200 for each survey submitted through the 2024-25 school year from August 2024 to June 2025.

*Student incentives must be appropriate, equitable, and reasonable in amount. All staff incentives are limited to \$50 or less in a given year. Any amount in excess will require the secondary employment form to be completed by staff participants, or otherwise have the amount allocated to the school.*

#### **Describe when and where study subjects will be compensated and detail the mechanisms that will be in place to ensure study subject privacy when distributing compensation.**

The reimbursement will be paid out via debit card and will be issued monthly following the completion of each monthly survey. If a school district does not permit its schools to receive any form of payment, the reimbursement will be sent to a point of contact in the district or the reimbursement will be withheld. Funds will need to be activated by the respondent. No identifiable information is provided to the debit card vendor. Each month, Census programmers will deliver a list of schools who completed the survey for the designated month and the Census Processing Center will prepare a debit card packet that will be mailed via FedEx.

#### **Describe the compensation schedule for participants that withdraw from the research or that are withdrawn from the research by the study team.**

The reimbursement will be issued monthly following the completion of each monthly survey, regardless of future participation. Schools can withdraw from the SPP at any time.

### Study Recruitment

#### **Outline every aspect of the recruitment process for non-teacher staff participants.**

Sampled schools will receive letters and emails notifying them of the survey over the summer of 2024 in order to collect information about the appropriate points of contact for the school and district surveys. Each school will receive a letter and an email notifying them of the full survey, which will include the log-on information to complete the online questionnaire. Respondents will have a two-week window to respond to the survey. Reminder emails will be sent during the data collection window. Telephone interviewers will call schools during the two-week data collection window to remind them of the survey and ensure they have received the invitation.

#### **Please attach all recruitment materials not attached elsewhere (Optional).**

*No answer provided.*

#### **Please attach all consent/assent forms associated with this study not already attached elsewhere (Optional).**

*No answer provided.*

### Identify study team members who will recruit subjects.

The majority of recruitment will be by email and letter. Telephone interviewers will contact schools during the 2-week data collection window to ensure the invitation was received and encourage the school to participate.

### Will this research involve screening procedures

No

## Compliance

### FERPA

*For more information on FERPA, click here.*

#### Is any aspect of this research subject to FERPA?

No

### ISSRA

*For more information on ISSRA, click here.*

#### Is any aspect of this research subject to ISSRA?

No

### PPRA

*For more information on PPRA, click here.*

#### Is any aspect of this research subject to PPRA?

No

## Permission, Confidentiality, and Security

### Attach a draft of the permission letter that will be sent to school Principals

2023-24 August SPP Draft  
Letters\_Emails\_v3.docx

Support  
Letters

Example 2024-25 SPP  
Letters\_Emails\_v2.docx

Support  
Letters

July 2023

Screeener\_Contact\_Materials\_v2.docx

Support  
Letters

*Please note that Principals have final authority over what happens in their schools.*

**How will you protect the privacy of prospective research subjects? Please detail how study subject privacy will be protected during recruitment, screening, consent, and all research procedures. Provide an accounting for all applicable research procedures and study populations.**

The U.S. Census Bureau will collect data under an interagency agreement with NCES and maintain the individually identifiable questionnaires per the agreement, including:

1. Provisions for data collection in the field;
2. Provisions to protect the data-coding phase required before machine processing;
3. Provisions to safeguard completed survey documents;
4. Authorization procedures to access or obtain files containing identifying information; and
5. Provisions to remove printouts and other outputs that contain identification information from normal operation (such materials will be maintained in secured storage areas and will be securely destroyed as soon as practical).

**Describe the data confidentiality or security provisions that will be in place for all research data.**

Data security and confidentiality protection procedures have been put in place for the School Pulse Panel to ensure that all contractors and agents working on the School Pulse Panel comply with all privacy requirements including, as applicable:

1. The Inter-agency agreement with NCES for this study and the statement of work of the contract;
2. Privacy Act of 1974 (5 U.S.C. §552a);
3. Privacy Act Regulations (34 CFR Part 5b);
4. Computer Security Act of 1987;
5. U.S.A. Patriot Act of 2001 (P.L. 107-56);
6. Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9573);
7. Cybersecurity Enhancement Act of 2015 (6 U.S.C. §151);
8. Foundations of Evidence-Based Policymaking Act of 2018, Title III, Part B, Confidential Information Protection
9. The U.S. Department of Education General Handbook for Information Technology Security General Support Systems and Major Applications Inventory Procedures (March 2005);
10. The U.S. Department of Education Incident Handling Procedures (February 2009);
11. The U.S. Department of Education, ACS Directive OM: 5-101, Contractor Employee Personnel Security Screenings;
12. NCES Statistical Standards; and
13. All new legislation that impacts the data collected through the inter-agency agreement and contract for this study.

U.S. Census Bureau and contractors working on the SPP will comply with the Department of Education's IT security policy requirements as set forth in the Handbook for Information Assurance Security Policy and related procedures and guidance, as well as IT security requirements in the Federal Information Security Management Act (FISMA), Federal Information Processing Standards (FIPS) publications, Office of Management and Budget (OMB) Circulars, and the National Institute of Standards and Technology (NIST) standards and guidance. All data products and publications will also adhere to the revised NCES Statistical Standards, as described at the website:

<https://nces.ed.gov/statprog/2012/>.

By law (20 U.S.C. §9573), a violation of the confidentiality restrictions is a felony, punishable by imprisonment of up to 5 years and/or a fine of up to \$250,000. All government or contracted staff working on the study and having access to the data, including field staff, are required to sign an NCES Affidavit of Nondisclosure and have received public-trust security clearance. These requirements include the successful certification and accreditation of the system before it can be implemented. Appropriate memoranda of understanding and interconnection security agreements will be documented as part of the certification and accreditation process.

From the initial contact with the participants in this survey through all of the follow-up efforts, potential survey respondents will be informed that (a) the U.S. Census Bureau administers the School Pulse Panel on behalf of NCES; (b) NCES is authorized to conduct the School Pulse Panel by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543); (c) all of the information they provide may only be used for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151); and (d) that their participation is voluntary.

The following language will be included in respondent contact materials and on data collection instruments:

The National Center for Education Statistics (NCES), within the U.S. Department of Education, conducts the 2023-24 School Pulse Panel as authorized by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).

All of the information you provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C.)

§151

The following language will be included on data collection instruments:

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this voluntary information collection is 1850-0975. The time required to complete this information collection is estimated to average 30 minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate, suggestions for improving this collection, or comments or concerns about the contents or the status of your individual submission of this questionnaire, please e-mail: [addp.school.pulse.panel@census.gov](mailto:addp.school.pulse.panel@census.gov).

#### How will you store participant data?

With direct identifiers

*These details must be included in all applicable consent forms*

#### List the identifiers that will be stored and explain if identifiers will be deleted at a later date

Internal Census data files will include identifiable school information. Any data used to populate the NCES SPP dashboard will include school ID.

#### Will you keep participants' contact information on file after the data have been collected?

Yes

#### How long will you store participant contact information?

Through December 2025

#### Explain the purpose for which participant contact information will be retained, such as recruitment for future studies or other follow-up study completion

*These details must be included in all applicable consent forms*

Contact information is needed to continue sending monthly invitations through data collection. Once the survey process is complete, the files can be archived. Census records remain confidential after data collection.

#### Will you share individual-level data with other researchers or practitioners beyond the designated key research personnel?

No



**What will you do with the data once the research has been completed (choose all that apply)?**

Retain data for three years or longer post-completion, then destroy it

*Please note that the district discourages storing study data for longer than three years after study completion.*

**Please describe the purpose for which you will be storing data after the conclusion of the study. Also, explain the planned duration (i.e. how long) you will retain data**

Census standards require that the records be retained a minimum of 3 years prior to destruction, if there is no business need to keep the records.

**Attachments**

**Please attach all miscellaneous attachments**

2024-25 School Pulse Panel  
Informed Consent  
Form.docx

Consent  
Forms

*If you are resubmitting your protocol following initial review, please attach your response letter here.*

District Approval Form.docx

District  
Agreement

School Pulse Panel  
2024\_25 IRB.pdf

IRB Letters

2024-25 SPP Research  
Application\_rvsd1.docx

Misc/Other

24-25 SPP District Research  
Application Cover  
Letter.docx

Misc/Other

Copy of SPP August 2023  
Survey.pdf

Surveys

Deleted Attachments: 3 (Most Recent:  
Generic Research Application v2.docx on  
04/19/2024 9:58 AM ET)

**Are there any additional finalized contracts or agreements associated with this research that have not been attached elsewhere as part of this application (e.g. CPS Data Authorization Agreements)?**

No

**Are there any pending (i.e. not yet signed by both parties) contracts or agreements associated with this research that have not been attached elsewhere as part of this application?**

No

**Acknowledgements**

## Acknowledgements

### Please acknowledge the following:

- ✓ All parts of this submission are accurate, complete, consistent, and clear.
- ✓ I have accurately and completely described all intended human subjects research procedures and the populations with whom they will be carried out.
- ✓ I have attached all study materials, including, but not limited to, all materials that will be given to, sent to, read to, or otherwise used with all prospective study subject populations.
- ✓ This submission adhere to all CPS policies and guidance as outlined in the link below  
<https://www.cps.edu/about/district-data/conduct-primary-research/>
- ✓ I have accurately identified all personnel who will be involved in this study.
- ✓ I acknowledge that any/all changes required by the CPS RRB in the course of its review of this submission will be reported to my IRB of record during the entire lifetime of this study.
- ✓ I attest that I will work with my IRB of record to address any concerns raised in the review of this submission.
- ✓ I attest that all of the research procedures detailed in this submission have been carried out with prospective IRB review and approval.
- ✓ I agree to comply with all background check and volunteer procedures required of my study, per the official CPS Volunteer Policy (link provided below):  
<https://policy.cps.edu/download.aspx?ID=272>

## Submission Date

04/06/2023

**All RRB new submissions, modifications, continuing reviews require a \$50 processing fee. Please click on the following link to access our payment system. You will need to reference your assigned RRB number listed below:**

**CPS RRB/Data Request ePay System**

*Once you navigate to the Illinois E-Pay Site, please click on the blue text "RRB / Data Request Payment Option " to display the appropriate payment options. Once selected, your total will be displayed. Do not attempt to type in your total manually.*

**RRB #**

2021-1675

**Payment Confirmation Number**

NA

-----  
**Load CR/Mod into IRBManager**  
**- Submitted 04/19/2024 10:03 AM ET by System, The**

**CR/Mod Processing**  
- Submitted 05/06/2024 2:16 PM ET by Corson, Adam

**CR/Mod Processing**

**Ready for Review**

Approve

**Approval Date**

05/06/2024

**Approval Period (in number of months)**

12

**Existing Background Check Level**

N/A

**Existing Background Check Justification**

N/A

**Does background check level need to be updated?**

No

**Notes for Letter**

*No answer provided.*

**RRB Meeting Date for Notification**

05/10/2024

**Current School Sites**

400092 - CICS - Lloyd Bond  
400121 - Acero Charter Schools - Sor Juana InÃ©s de la Cruz  
400175 - Excel Academy of South Shore  
609729 - Carl Schurz High School  
609740 - Wells Community Academy High School  
609751 - Dr Martin Luther King Jr College Prep HS  
609818 - Luther Burbank Elementary School  
609966 - Charles G Hammond Elementary School  
610068 - Hanson Park Elementary School  
610093 - Jane A Neil Elementary School  
610094 - Louis Nettelhorst Elementary School  
610138 - Pulaski International School of Chicago  
610195 - Elizabeth H Sutherland Elementary School  
610225 - John Whistler Elementary School

**School Sites Chosen Within Data Entry**

**School Contacts for Sites Chosen**

*No answer provided.*

**Are the Supplementary Sites the same?**

False

**Administrative Reviewer**

Corson, Adam

**Email:** ACorson1@cps.edu

**Phone:**

**Load Approved Modifications**

- Submitted 05/06/2024 2:18 PM ET by System, The

**Determination Letter Finalization****- Submitted 05/06/2024 2:21 PM ET by Corson, Adam****Review Generated Letter and Confirm Before Sending****RRB #**

2021-1675

**Study Title**

School Pulse Panel (SPP)

**Principal Investigator**

Hansen, Rachel

**Email:** ssocs@census.gov**Phone:****Determination Letter**

**In some cases you may see other determination letters attached by the submitter. However, only the generated determination letter will be sent in the decision email.**

Name	Type	Date
RRB#2021-1675- Rachel Hansen 2024-05-06.docx	Determination Letter	05/06/2024

*This determination letter will be automatically attached to an email being sent to the principal investigator.*

**Please use the link below, click on the Attachments link on the left side of the page if you need to upload an edited version of the above letter.**

Modification/Continuing Review defined 04/19/2024

**Output Background Check Level**

N/A

**Additional Attachments to Decision Email***No answer provided.*

### Notes for Determination Email

*No answer provided.*

#### Study Site Contact Background Check Expirations

Name	Role	Background Check Expiration
Hansen, Rachel	Principal Investigator	Missing
NCES, School Pulse Panel	Coordinator	Missing

**Please use the text box above to indicate the background check level required or any other pertinent information.**

N/A

#### Background Check Level Justification

N/A

#### Other Notes in Letter

N/A

**Please enter the date by which the coordinator should submit the Data Use Agreement. Automatic notifications will be sent out based upon this date.**

06/03/2024



## PARTICIPANT INFORMED CONSENT FORM SCHOOL PULSE PANEL (SPP)

You are being asked to participate in a survey called the 2023-24 School Pulse Panel (SPP), which will be conducted monthly from August 2023 and will continue throughout the 2023-24 school year through June 2024. Your district has approved your school's participation in this important study; however, each principal may authorize (or decline) participation for their own schools. This form provides you with information about the study and you can also contact the SPP team at 1-844-868-3661 or [addp.school.pulse.panel@cenus.gov](mailto:addp.school.pulse.panel@cenus.gov), where a team member will be available to answer your questions. Please read the information below and ask any questions you might have before deciding whether to take part.

The 2023-24 SPP is sponsored by the National Center for Education Statistics (NCES) to collect extensive data on a range of high-priority, education-related topics that NCES and federal policymakers currently lack timely data on. Topic areas will change monthly. Example topic areas include, but are not limited to, teacher hiring and retention; student mental health; and school building maintenance and renovations. U.S. public primary, middle, high, and combined-grade schools will be surveyed.

The U.S. Census Bureau will collect the SPP data on behalf of NCES using a self-administered, online survey. The school-level survey will be focused on attitudinal questions and questions best asked of staff with more direct knowledge of day-to-day operations at the school. It is estimated for the survey to require a total of about 30 minutes of school staff time each month. Your school will be offered a reimbursement of \$200 for each survey submitted throughout the 2023-24 school year. A \$200 reimbursement will be sent monthly to a designated contact after data collection has been completed. Principals, or the school staff most knowledgeable about the school environment and its program offerings, can complete the survey. No classroom time is involved in the completion of this survey and no students will be surveyed.

Data security and confidentiality protection procedures have been put in place for SPP to ensure that all NCES contractors and agents working on SPP comply with all privacy requirements, including, as applicable: the Inter-agency agreement with NCES for this study; *Privacy Act of 1974* (5 U.S.C. §552a); *Privacy Act Regulations* (34 CFR Part 5b); *Computer Security Act of 1987*; *U.S.A. Patriot Act of 2001* (P.L. 107-56); *Education Sciences Reform Act of 2002* (ESRA, 20 U.S.C. §9573); *Confidential Information Protect and Statistical efficiency Act of 2002*; *E-Government Act of 2002*, Title V, Subtitle A; *Cybersecurity Enhancement Act of 2015* (6 U.S.C. §151); the U.S. Department of Education General Handbook for Information Technology Security General Support Systems and Major Applications Inventory Procedures (March 2005); the U.S. Department of Education Incident Handling Procedures (February 2009); the U.S. Department of Education, ACS Directive OM: 5-101, Contractor Employee Personnel Security Screenings; NCES Statistical Standards; and all new legislation that impacts the data collected through the inter-agency agreement for this study.

The information collected in the SPP is released in several ways. Many of the estimates are reported, in aggregate, on a dashboard that is continuously updated with new monthly data as they are collected (<https://ies.ed.gov/schoolsurvey/>). Additionally, national estimates are displayed in web tables and included in short reports.

A public-use Excel file with aggregate estimates and standard errors is available as part of the dashboard. In compliance with NCES confidentiality procedures, the public-use dataset does not contain any information that can be used to identify an individual school or the state or district in which the school is located.

There are no risks involved in participating in this important survey. Your participation is entirely voluntary and you can refuse to participate without any penalty to you, your school, or your district. If you decide to participate, you are free to withdraw your participation at any time during the study without any adverse consequences from the U.S. Department of Education, the U.S. Census Bureau, or your school or district.

Please check one of the following:

- ☐ I am willing to participate in the research project.
- ☐ I am *not* willing to participate in the research project.

I fully understand that all of the information I provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151), and that my signature gives my consent to voluntarily participate in this research project. I understand that, while this study has been reviewed by **my district, my district** is not conducting the study.

You are making a decision whether or not to participate in this study. Your signature below indicates that you have read and understood the information provided above, have had an opportunity to ask questions, and agree to participate in this research study. If you later decide to withdraw your consent for participation in the study, you should contact the SPP team at [addp.school.pulse.panel@census.gov](mailto:addp.school.pulse.panel@census.gov). You may discontinue participation at any time. You should keep a copy of this form for your records.

Participant Signature \_\_\_\_\_

Printed Name \_\_\_\_\_ Date \_\_\_\_\_

-----

Please return this form to [addp.school.pulse.panel@census.gov](mailto:addp.school.pulse.panel@census.gov)



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Research Corporation

## Memo

**Date:** April 4, 2023

**To:** Kristin Flanagan, Project Director

**From:** Sharon Zack, Westat IRB Administrator 

**Subject:** **Amendment Approval of SCH PULSE SURV WAVE2 R/U, Project Number 6704.01.29.22**  
**FWA 00005551**  
**Amendment ID 3934**

As Administrator of the Westat Institutional Review Board (IRB), I reviewed the materials submitted for the following: **SCH PULSE SURV WAVE2 R/U, Project Number 6704.01.29.22**. This project was last reviewed in June 2021.

This request is to add a new cohort and participant recruitment materials.

Per 45 CFR 46 and the information provided, this approval determination does not change the level of review. **This project remains exempt from IRB review.**

As the Project Director, you are responsible for the following:

- Submitting the final 2023-24 survey to this office when it is ready.
- Submitting for review and receiving IRB approval before any new or modified research activities (e.g., quantitative data collection) are conducted.
- Contacting the IRB within 24 hours (via telephone at 301-610-8828) or by email ([IRB@westat.com](mailto:IRB@westat.com)) of becoming aware of an incident and submitting an incident report within the next 10 days.

cc: Institutional Review Board  
Lisa Rodriguez

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DRAFT

## August 2023 Initial Letter

Dear [POSITION] of [SCHOOL\_NAME]

The U.S. Department of Education and the National Center for Education Statistics (NCES), the primary statistical agency of the Department, are asking for your participation in the 2023-24 School Pulse Panel (SPP) survey. The 2023-24 SPP is an opportunity to provide your school's perspective directly to the Department on a range of high-priority, education-related topics on a monthly basis. This month, we would like to know more about your school's experiences with teacher and staff hiring, internet and technology availability and usage, and community partnerships. **The survey will take 30 minutes or less, and your school will receive \$200 for completing the entire survey.**

Please complete the 30-minute August 2023 SPP survey by visiting the link below and entering your User ID:

[URL]

User ID: [EXTERNALREFERENCE]

You should have also received an email invitation that contains this same link and User ID. **Please submit your response no later than Tuesday, August 22, 2023.** If you have already responded to the August 2023 SPP survey, thank you! Please disregard this letter.

The information you provide is critical for data-driven decision making on program and policy implementation and federal funding distributions by program offices in the Department of Education, the White House, other federal agencies, and Congress. By participating in this survey, you will ensure that information about your school is included in these important decisions. In last year's SPP survey, we asked participating public schools questions about their experiences with teacher and staff hiring. We found that *53 percent of public schools felt that their school was understaffed entering the 2022-23 school year.* Through your participation in the August 2023 SPP, we will learn more about public schools' experiences filling vacant teaching and non-teaching positions as we begin the 2023-24 school year, which will inform federal decisions regarding how best to provide resources to address hiring concerns. To explore this statistic and other similar findings, please visit our interactive dashboard at <https://ies.ed.gov/schoolsurvey/>.

Please be assured that, by federal mandate, we are required to protect the responses of all schools included in the Panel. Individual responses will be combined with those from other participants to produce summary statistics and reports, and your individual responses will not be identifiable.

If you would like to preview the August 2023 SPP survey questions before taking the survey online, please visit [www.census.gov/schoolpulse](http://www.census.gov/schoolpulse) to view the questionnaire. If you have questions or need assistance, you may also call 1-844-868-3661 or email [addp.school.pulse.panel@census.gov](mailto:addp.school.pulse.panel@census.gov). The Census Bureau is collecting data on behalf of NCES.

We look forward to hearing from you!

Sincerely,

Peggy G. Carr, Ph.D.  
Commissioner  
National Center for Education Statistics (NCES)  
U.S. Department of Education

## **School Pulse Panel: Frequently Asked Questions (FAQs)**

### **What is the 2023-24 School Pulse Panel?**

The 2023-24 School Pulse Panel is a monthly data collection designed to measure a rotating collection of high-priority, education-related topics, as determined by federal stakeholders, interest groups, and school administrators like you. It is a new iteration of the 2021-22 School Pulse Panel, which collected data monthly on the impact of the COVID-19 pandemic on public education in the U.S.

### **How is the 2023-24 School Pulse Panel different from other education surveys?**

The 2023-24 School Pulse Panel is a unique survey. While surveys like the National Assessment of Educational Progress and the National Teacher and Principal Survey produce benchmark statistics critical to monitoring progress over time, they are only conducted annually or once every few years. The SPP surveys schools each month, providing the U.S. Department of Education and federal policymakers with crucial, real-time information that can quickly inform policies and funding decisions at the federal level.

### **Why should my school participate?**

Your school's responses provide national, state, and local education leaders with the information needed to make evidence-based decisions about education policy and resource allocation. Without responses from your school, we will have an incomplete picture of all the topics the 2023-24 SPP will survey schools on. Data that are representative of *all* schools inform better policies.

### **What does it look like to participate on a monthly basis?**

Each month's survey will take approximately 30 minutes or less to complete and will be open for two weeks each month. When surveyed at the conclusion of the 2021-22 School Pulse Panel, *98 percent of participating schools said they felt that the length of the surveys and the time necessary to complete each one was reasonable to do on a monthly basis.* However, we understand that, as an educator, you are very busy; to show our appreciation for your time and effort for completing the survey, **your school will receive \$200 for each completed survey you submit.** These reimbursements will be paid out monthly to your school.

### **How do I participate?**

The first monthly collection of the 2023-24 school year will begin in August 2023. Monthly collections will continue through June 2024. Each school will designate a point of contact that will be responsible for completing the survey. Your school's designated point of contact will receive an invitation to complete the School Pulse Panel survey via email. The email will include a link to the survey, which should take approximately 30 minutes or less to complete and will be open for two weeks each month. On behalf of NCES, the Census Bureau is collecting the information. A new survey invitation will be issued each month from the email address [addp.school.pulse.panel@census.gov](mailto:addp.school.pulse.panel@census.gov). All participation is voluntary.

### **Does the person completing the 2023-24 School Pulse Panel for the school have to be the principal?**

No. You are welcome to delegate completion of the survey to another staff member who is knowledgeable about programs at the school.

### **Will you ask the same questions every month?**

Some questions may remain on the survey from month to month to detect how schools are experiencing and adapting to change. Other questions may rotate in and out. Topic areas will change monthly and will reflect high-priority, education-related topics that NCES and federal policymakers lack timely data on.

### **Other important information**

Please be assured that, by federal mandate, we are required to protect the responses of all schools included in our survey. Individual responses will be combined with those from other participants to produce summary statistics and reports. No teacher or student time is required to complete the survey. Send comments regarding the 30-minute survey burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the National Center for Education Statistics

(NCES) Institute of Education Sciences (IES) PCP, 550 12th Street, SW, 4th floor, Room 4036, Washington, D.C. 20202. According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number is 1850-0969 (expires 04/30/2025).

*NCES is authorized to conduct this survey by the American Rescue Plan of 2021 (ARP2021; Sec. 2010) and the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information schools provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Reports of the findings from the survey will not identify participating Local Education Agencies (LEAs), schools, or staff. Individual responses will be combined with those from other participants to produce summary statistics and reports.*

DRAFT

## August 2023 Initial Email

[Subject line: 2023-24 School Pulse Panel: August Survey Invitation]

Dear [POSITION] of [SCHOOL\_NAME]

The U.S. Department of Education and the National Center for Education Statistics (NCES), the primary statistical agency of the Department, are asking for your participation in the 2023-24 School Pulse Panel (SPP) survey. The 2023-24 SPP is an opportunity to provide your school's perspective directly to the Department on a range of high-priority, education-related topics on a monthly basis. This month, we would like to know more about your school's experiences with teacher and staff hiring, internet and technology availability and usage, and community partnerships. **The survey will take 30 minutes or less, and your school will receive \$200 for completing the entire survey.**

**Please complete the August 2023 SPP survey no later than Tuesday, August 22, 2023,** by visiting the link below and entering your User ID:

[URL]

User ID: [EXTERNALREFERENCE]

The information you provide is critical for data-driven decision making on program and policy implementation and federal funding distributions by program offices in the Department of Education, the White House, other federal agencies, and Congress. By participating in this survey, you will ensure that information about your school is included in these important decisions. In last year's SPP survey, we asked participating public schools questions about their experiences with teacher and staff hiring. We found that, *of the 53 percent of public schools that felt their school was understaffed entering the 2022-23 school year, 48 percent reported that not being able to fill vacant teaching positions since the start of the COVID-19 pandemic had contributed to their school being understaffed during the 2022-23 school year.* Through your participation in the August 2023 SPP, we will learn more about public schools' experiences filling vacant teaching and non-teaching positions as we begin the 2023-24 school year, which will inform federal decisions regarding how best to provide resources to address hiring concerns. To explore these statistics and other similar findings, please visit our interactive dashboard at <https://ies.ed.gov/schoolsurvey/>.

Please be assured that, by federal mandate, we are required to protect the responses of all schools included in the Panel. Individual responses will be combined with those from other participants to produce summary statistics and reports, and your individual responses will not be identifiable.

If you would like to preview the August 2023 SPP survey questions before taking the survey online, please visit [www.census.gov/schoolpulse](http://www.census.gov/schoolpulse) to view the questionnaire. If you have questions or need assistance, you may also call 1-844-868-3661 or email [addp.school.pulse.panel@census.gov](mailto:addp.school.pulse.panel@census.gov). The Census Bureau is collecting data on behalf of NCES.

We look forward to hearing from you!

Sincerely,

Peggy G. Carr, Ph.D.  
Commissioner  
National Center for Education Statistics (NCES)  
U.S. Department of Education



## August 2023 Reminder Email 1

[Subject line: 2023-24 School Pulse Panel: August Survey Reminder]

Dear [POSITION] of [SCHOOL NAME]:

Did you know that 63 percent of public schools said that too few candidates applying for open teaching positions was a challenge they experienced with filling vacant teaching positions for the 2022-23 school year? Through your participation in the August 2023 School Pulse Panel (SPP), we will learn more about public schools' experiences filling vacant teaching and non-teaching positions as we begin the 2023-24 school year, which will inform federal decisions regarding how best to provide resources to address hiring concerns. **This is a reminder to complete the August 2023 SPP survey by Tuesday, August 22, 2023.** To thank you for your time and effort in providing this information, **your school will receive \$200 for completing the entire survey.**

- This month's survey will ask you to reflect on your school's experiences with teacher and staff hiring, internet and technology availability and usage, and community partnerships.
- The survey will take approximately 30 minutes or less to complete. You can access the survey by visiting the link below and entering your User ID:

[URL]

User ID: [EXTERNALREFERENCE]

- The information you provide is critical for data-driven decision making on program and policy implementation and federal funding distributions by program offices in the Department of Education, the White House, other federal agencies, and Congress. By participating in this survey, you will ensure that information about your school is included in these important decisions.
- Responses from your school will be protected and will not be publicly released in an identifiable form.
- If you need help or have questions, you may visit [www.census.gov/schoolpulse](https://www.census.gov/schoolpulse), call 1-844-868-3661, or email [addp.school.pulse.panel@census.gov](mailto:addp.school.pulse.panel@census.gov).

To explore additional findings from prior School Pulse Panel data collections, visit our interactive dashboard at <https://ies.ed.gov/schoolsurvey/>.

Thank you for your consideration of this important initiative. We look forward to your school's participation in this month's collection!

Sincerely,

Peggy G. Carr, Ph. D.  
Commissioner  
National Center for Education Statistics (NCES)  
U.S. Department of Education

## August 2023 Reminder Email 2

[Subject line: 2023-24 School Pulse Panel: Your Response is Important]

Dear [POSITION] of [SCHOOL\_NAME]:

The U.S. Department of Education and the National Center for Education Statistics, the primary statistical agency of the Department, are asking for your school's perspective on your experiences with teacher and staff hiring, internet and technology availability and usage, and community partnerships as a part of this month's School Pulse Panel (SPP) survey. Your participation in the August 2023 SPP survey will help ensure that your school, and the experiences of schools like yours, inform future policy and funding decisions. **We ask that you complete the SPP August survey by Tuesday, August 22, 2023.**

The survey will take 30 minutes or less, and **your school will receive \$200 for completing the entire survey.** You can access the survey online by visiting the link below and entering your User ID:

[URL]

User ID: [EXTERNALREFERENCE]

In last year's SPP survey, we asked participating public schools questions about their internet and technology availability and usage. We found that *72 percent of all public schools in the U.S. reported providing training on digital literacy for their students.* Through your participation, we can continue to understand how prevalent this kind of training is in U.S. public schools, which will inform federal decisions regarding how best to provide resources to increase training. To explore this statistic and other findings from prior School Pulse Panel data collections, visit our interactive dashboard at <https://ies.ed.gov/schoolsurvey/>.

Please be assured that we are required, by federal mandate, to protect the responses of all schools included in the Panel, and your responses will not be identifiable. To learn more about the School Pulse Panel and to preview the August 2023 questions, visit [www.census.gov/schoolpulse](http://www.census.gov/schoolpulse). If you have questions, please call 1-844-868-3661 or email [addp.school.pulse.panel@census.gov](mailto:addp.school.pulse.panel@census.gov).

Thank you for your consideration of this important initiative.

Sincerely,

Peggy G. Carr, Ph. D.  
Commissioner  
National Center for Education Statistics (NCES)  
U.S. Department of Education

## August 2023 Reminder Email 3

[Subject line: School Pulse Panel: Last Day to Respond to August 2023 Survey is Today]

Dear [POSITION] of [SCHOOL\_NAME]:

This is a final reminder to complete the August 2023 School Pulse Panel survey by **today, August 22**. We are looking forward to hearing about your school's experiences with teacher and staff hiring, internet and technology availability and usage, and community partnerships. If you have already responded for August 2023, thank you! Please disregard this notice.

The survey will take 30 minutes or less, and to thank you for your time and effort in completing the entire survey, **your school will receive \$200**. Please complete the August 2023 SPP survey by visiting the link below and entering your User ID:

[URL]

User ID: [EXTERNALREFERENCE]

Please be assured that we are required, by federal mandate, to protect the responses of all schools included in the Panel, and your responses will not be identifiable. To learn more about the School Pulse Panel and to preview the August 2023 questions, visit [www.census.gov/schoolpulse](http://www.census.gov/schoolpulse). If you have questions, please call 1-844-868-3661 or email [addp.school.pulse.panel@census.gov](mailto:addp.school.pulse.panel@census.gov).

Thank you for your consideration of this important initiative.

Sincerely,

Peggy G. Carr, Ph. D.  
Commissioner  
National Center for Education Statistics (NCES)  
U.S. Department of Education

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DRAFT

## August 2024 Initial Letter

DATE

Dear [POSITION] of [SCHOOL\_NAME]

The National Center for Education Statistics, part of the U.S. Department of Education's Institute of Education Sciences, is asking you to participate in the 2023-24 School Pulse Panel (SPP) survey. The 2023-24 SPP is a unique opportunity to provide your school's perspective directly to the Department on a range of high-priority, education-related topics on a monthly basis.

- **The survey will take about 30 minutes, and your school will receive \$200 for completing the entire survey.**

Please complete the 30-minute August 2024 survey by visiting the link below and entering your User ID:

[URL]

User ID: [EXTERNALREFERENCE]

You should have also received an email invitation that contains this same link and User ID. **Please submit your response no later than Tuesday, August 27, 2024.** If you have already responded to the August 2024 SPP survey, thank you! Please disregard this letter.

The information you provide is critical for data-driven decision making on program and policy implementation and federal funding distributions by program offices in the Department of Education, the White House, other federal agencies, and Congress. By participating in this survey, you will ensure that information about your school is included in these important decisions.

If you would like to preview the August 2024 SPP survey questions before taking the survey online, please visit [www.census.gov/schoolpulse](https://www.census.gov/schoolpulse) to view the questionnaire. If you have questions or need assistance, you may also call 1-844-868-3661 or email [addp.school.pulse.panel@census.gov](mailto:addp.school.pulse.panel@census.gov). The Census Bureau is collecting data on behalf of the National Center for Education Statistics.

We look forward to hearing from you!

Sincerely,

Peggy G. Carr, Ph.D.  
Commissioner  
National Center for Education Statistics (NCES)  
U.S. Department of Education

## School Pulse Panel: Frequently Asked Questions (FAQs)

### What is the 2024-25 School Pulse Panel?

The 2024-25 School Pulse Panel is a monthly data collection designed to measure a rotating collection of high-priority, education-related topics, as determined by federal stakeholders, interest groups, and school administrators like you.

### How is the 2024-25 School Pulse Panel different from other education surveys?

The 2024-25 School Pulse Panel is a unique study. While surveys like the National Assessment of Educational Progress and the National Teacher and Principal Survey produce benchmark statistics critical to monitoring progress over time, they are only conducted once every few years. The SPP surveys schools each month, providing the U.S. Department of Education and federal policymakers with crucial, real-time information that can quickly inform policies and funding decisions at the federal level.

### Why should my school participate?

Your school's responses provide national, state, and local education leaders with the information needed to make evidence-based decisions about education policy and resource allocation. Without responses from your school, we will have an incomplete picture of the condition of education during the 2024-25 school year. Data that are representative of *all* schools inform better policies.

### What does it look like to participate on a monthly basis?

Each month's survey will take about 30 minutes to complete and will be open for two weeks. When surveyed at the conclusion of the 2021-22 School Pulse Panel, *98 percent of participating schools said they felt that the time necessary to complete each monthly survey was reasonable*. However, we understand that, as an educator, you are very busy; to show our appreciation for your time and effort for completing the survey, **your school will receive \$200 for each completed survey you submit**. These reimbursements will be mailed five to six weeks after the end of data collection.

### How do I participate?

This is the first monthly collection of the 2024-25 school year. Monthly collections will continue through June 2025. Each school will designate a point of contact that will be responsible for completing the survey. Your school's designated point of contact will receive an invitation to complete the School Pulse Panel survey via regular mail and email. Both will include a link to the survey, which should take 30 minutes or less to complete and will be open for two weeks. The person completing the survey can share the link with a colleague if they need help completing the survey. On behalf of the National Center for Education Statistics (NCES), the Census Bureau is collecting the information. A new survey invitation will be issued each month from the email address [addp.school.pulse.panel@census.gov](mailto:addp.school.pulse.panel@census.gov). All participation is voluntary.

### Does the person completing the 2024-25 School Pulse Panel for the school have to be the principal?

No. You are welcome to delegate completion of the survey to another staff member who is knowledgeable about programs at the school.

### Will you ask the same questions every month?

Some questions may remain on the survey from month to month to learn how schools are experiencing and adapting to change. Other questions may rotate in and out. Topic areas will change monthly and will reflect high-priority, education-related topics that NCES and federal policymakers lack timely data on. You will also help shape content for surveys.

### Other important information

By federal law, we are required to protect the responses of all schools included in our survey (see citations at the end of the FAQ). Individual responses will be combined with those from other participants to produce summary statistics and reports. No teacher or student time is required to complete the survey. Send comments regarding the 30-minute survey burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the National Center for Education Statistics Institute of Education Sciences (IES) PCP, 550 12th Street, SW, 4th floor, Room 4036, Washington, D.C. 20202. According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number is 1850-0969 (expires XX/XX/XXXX).

*NCES is authorized to conduct this survey by the American Rescue Plan of 2021 (ARP2021; Sec. 2010) and the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information schools provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Reports of the findings from the survey will not identify participating Local Education Agencies (LEAs), schools, or staff. Individual responses will be combined with those from other participants to produce summary statistics and reports.*

## August 2024 Initial Email

[Subject line: 2024-25 School Pulse Panel: August 2024 Survey Invitation]

Dear [POSITION] of [SCHOOL\_NAME]

The National Center for Education Statistics, part of the U.S. Department of Education's Institute of Education Sciences, is asking for you to participate in the 2023-24 School Pulse Panel (SPP) survey. The 2023-24 SPP is a unique opportunity to provide your school's perspective directly to the Department on a range of high-priority, education-related topics on a monthly basis.

- **The survey will take about 30 minutes.**
- **Your school will receive \$200 for completing the entire survey.**

Please complete the August 2024 survey no later than Tuesday, August 27, 2024, by visiting the link below and entering your User ID:

[URL]

User ID: [EXTERNALREFERENCE]

The information that you provide is critical for data-driven decision making on program and policy implementation and federal funding distributions by program offices in the Department of Education, the White House, other federal agencies, and Congress. By participating in this survey, you will ensure that information about your school is included in these important decisions.

If you would like to preview the August 2024 SPP survey questions before taking the survey online, please visit [www.census.gov/schoolpulse](https://www.census.gov/schoolpulse) to view the questionnaire. If you have questions or need assistance, you may also call 1-844-868-3661 or email [addp.school.pulse.panel@census.gov](mailto:addp.school.pulse.panel@census.gov). The Census Bureau is collecting data on behalf of the National Center for Education Statistics. Please be assured that we are required, by federal mandate, to protect the responses of all schools included in the Panel, and your responses will not be identifiable.

We look forward to hearing from you!

Sincerely,

Peggy G. Carr, Ph.D.  
Commissioner  
National Center for Education Statistics (NCES)  
U.S. Department of Education

## August 2024 Reminder Email 1

[Subject line: 2024-25 School Pulse Panel: August 2024 Survey Reminder]

Dear [POSITION] of [SCHOOL NAME]:

**This is a reminder to complete the August 2024 School Pulse Panel survey by Tuesday, August 27, 2024. To thank you for your time and effort in providing this information, your school will receive \$200 for completing the entire survey.**

- The survey will take approximately 30 minutes or less to complete. You can access the survey by visiting the link below and entering your User ID:

[URL]

User ID: [EXTERNALREFERENCE]

- Your school is among a small number of schools selected to participate in the Panel. Without responses from your school, we will have an incomplete picture of the condition of education during the 2024-25 school year. Data that are representative of *all* public schools inform better policies.
- **By participating in the 2024-25 SPP, you will ensure that information about your school and others like it is included in policy and funding decisions.**

If you need help or have questions, you may visit [www.census.gov/schoolpulse](http://www.census.gov/schoolpulse), call 1-844-868-3661, or email [adp.school.pulse.panel@census.gov](mailto:adp.school.pulse.panel@census.gov). Please be assured that we are required, by federal mandate, to protect the responses of all schools included in the Panel, and your responses will not be identifiable.

Thank you for your consideration of this important initiative. We look forward to your school's participation in this month's collection!

Sincerely,

Peggy G. Carr, Ph. D.  
Commissioner  
National Center for Education Statistics (NCES)  
U.S. Department of Education



## August 2024 Reminder Email 2

[Subject line: 2024-25 School Pulse Panel: Your Response is Important]

Dear [POSITION] of [SCHOOL\_NAME]:

This is a reminder that the National Center for Education Statistics, part of the U.S. Department of Education's Institute of Education Sciences, is asking you to participate in the School Pulse Panel survey. Your participation in the August 2024 survey will help ensure that information about your school and others like it is included in policy and funding decisions. **We ask that you complete the SPP August 2024 survey by Tuesday, August 27, 2024.**

The survey will take about 30 minutes, and **your school will receive \$200 for completing the entire survey.** You can access the survey online by visiting the link below and entering your User ID:

[URL]

User ID: [EXTERNALREFERENCE]

To learn more about the School Pulse Panel and to preview the August 2024 questions, visit [www.census.gov/schoolpulse](http://www.census.gov/schoolpulse). If you have questions, please call 1-844-868-3661 or email [addp.school.pulse.panel@census.gov](mailto:addp.school.pulse.panel@census.gov). Please be assured that we are required, by federal mandate, to protect the responses of all schools included in the Panel, and your responses will not be identifiable.

Thank you for your consideration of this important initiative.

Sincerely,

Peggy G. Carr, Ph. D.  
Commissioner  
National Center for Education Statistics (NCES)  
U.S. Department of Education

## August 2024 Reminder Email 3

[Subject line: School Pulse Panel: Last Day to Respond to August 2024 survey is Today]

Dear [POSITION] of [SCHOOL\_NAME]:

This is a final reminder to complete the August 2024 School Pulse Panel (SPP) survey by today, **August 27**. If you have already responded for August 2024, thank you! Please disregard this notice.

The survey will take about 30 minutes, and to thank you for your time and effort in completing the entire survey, **your school will receive \$200**. Please complete the August 2024 survey by visiting the link below and entering your User ID:

[URL]

User ID: [EXTERNALREFERENCE]

To learn more about the School Pulse Panel and to preview the August 2024 questions, visit [www.census.gov/schoolpulse](http://www.census.gov/schoolpulse). If you have questions, please call 1-844-868-3661 or email [adp.school.pulse.panel@census.gov](mailto:adp.school.pulse.panel@census.gov). Please be assured that we are required, by federal mandate, to protect the responses of all schools included in the Panel, and your responses will not be identifiable.

Thank you for your consideration of this important initiative.

Sincerely,

Peggy G. Carr, Ph. D.  
Commissioner  
National Center for Education Statistics (NCES)  
U.S. Department of Education

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## July 2023 Screener Initial Letter

Dear [POSITION] of [SCHOOL\_NAME]

The U.S. Department of Education and the National Center for Education Statistics (NCES), the primary statistical agency of the Department, are excited to inform you that your school has been selected to participate in the 2023-24 School Pulse Panel (SPP) survey. The 2023-24 SPP is an opportunity to provide your school's perspective directly to the Department on a range of high-priority, education-related topics on a monthly basis. Each month, starting in August 2023 and ending in June 2024, your school will receive an invitation to complete a survey that will take no more than 30 minutes to complete. To thank you for your time and effort in completing the survey, your school will receive \$200 for each completed monthly survey you submit. **Starting next month, by participating in the SPP, your school can earn up to \$2,200 over the course of the 2023-24 school year.**

To prepare for the start of the 2023-24 SPP collection on Tuesday, August 8, 2023, we are asking you to update or confirm the contact information we have on file for your school for the 2023-24 school year. This short screener survey will take approximately 5 minutes or less to complete. **Please verify this information for your school by Friday, July 28, 2023, by visiting the following link and entering the User ID listed below.** You may also call 1-844-868-3661 to provide this information.

[URL]

User ID: [EXTERNALREFERENCE]

The 2023-24 SPP is a new iteration of the 2021-22 SPP, which measured how public schools were responding to the COVID-19 pandemic during the 2021-22 and 2022-23 school years. The original SPP collected data monthly on a wide range of topics related to the COVID-19 pandemic and informed federal funding distributions by program offices in the Department of Education, the White House, other federal agencies, and Congress. Through your participation, the 2023-24 SPP will continue to inform federal funding decisions. Key findings from the 2021-22 SPP collection include:

- In April 2022, 70 percent of public schools reported that the percentage of students who had sought mental health services from their school increased since the start of the COVID-19 pandemic.
- In May 2022, 84 percent of public schools reported that they “agreed” or “strongly agreed” that the COVID-19 pandemic negatively impacted the behavioral development of students at their school.
- In August 2022, 53 percent of public schools reported feeling understaffed entering the 2022–23 school year.
- In September 2022, 38 percent of public schools had on-site COVID-19 testing for students when they had symptoms or possible exposure to COVID-19, which was a lower percentage than in June 2022 (43 percent).
- In October 2022, 45 percent of public schools reported having one or more vacant teaching positions.

To explore these statistics and other findings from prior School Pulse Panel data collections, visit our interactive dashboard at <https://ies.ed.gov/schoolsurvey/>.

Prior participants said that participation was easy and came with many benefits. Ninety-eight percent of public schools that participated in the 2021-22 SPP said they felt the length of the survey and the time necessary to complete each one was reasonable to do on a monthly basis. The most frequently cited motivating factor for participating in the SPP was the reimbursement (83 percent of public schools) and providing data that could inform policy (76 percent of public schools).

To learn more about the 2023-24 SPP, visit [www.census.gov/schoolpulse](https://www.census.gov/schoolpulse). If you have questions or need assistance, you may also call 1-844-868-3661 or email [addp.school.pulse.panel@census.gov](mailto:addp.school.pulse.panel@census.gov). The Census Bureau is collecting the data on behalf of NCES. We look forward to your participation in the 2023-24 School Pulse Panel!

Sincerely,

Peggy G. Carr, Ph.D.  
Commissioner  
National Center for Education Statistics (NCES)  
U.S. Department of Education

DRAFT

## **School Pulse Panel: Frequently Asked Questions (FAQs)**

### **What is the 2023-24 School Pulse Panel?**

The 2023-24 School Pulse Panel is a monthly data collection designed to measure a rotating collection of high-priority, education-related topics, as determined by federal stakeholders, interest groups, and school administrators like you. It is a new iteration of the 2021-22 School Pulse Panel, which collected data monthly on the impact of the COVID-19 pandemic on public education in the U.S.

### **How is the 2023-24 School Pulse Panel different from other education surveys?**

The 2023-24 School Pulse Panel is a unique survey. While surveys like the National Assessment of Educational Progress and the National Teacher and Principal Survey produce benchmark statistics critical to monitoring progress over time, they are only conducted annually or once every few years. The SPP surveys schools each month, providing the U.S. Department of Education and federal policymakers with crucial, real-time information that can quickly inform policies and funding decisions at the federal level.

### **Why should my school participate?**

Your school's responses provide national, state, and local education leaders with the information needed to make evidence-based decisions about education policy and resource allocation. Without responses from your school, we will have an incomplete picture of all the topics the 2023-24 SPP will survey schools on. Data that are representative of *all* schools inform better policies.

### **What does it look like to participate on a monthly basis?**

Each month's survey will take approximately 30 minutes or less to complete and will be open for two weeks each month. When surveyed at the conclusion of the 2021-22 School Pulse Panel, *98 percent of participating schools said they felt that the length of the surveys and the time necessary to complete each one was reasonable to do on a monthly basis*. However, we understand that, as an educator, you are very busy; to show our appreciation for your time and effort for completing the survey, **your school will receive \$200 for each completed survey you submit**. These reimbursements will be paid out monthly to your school.

### **How do I participate?**

The first monthly collection of the 2023-24 school year will begin in August 2023. Monthly collections will continue through June 2024. Each school will designate a point of contact that will be responsible for completing the survey. Your school's designated point of contact will receive an invitation to complete the School Pulse Panel survey via email. The email will include a link to the survey, which should take approximately 30 minutes or less to complete and will be open for two weeks each month. On behalf of NCES, the Census Bureau is collecting the information. A new survey invitation will be issued each month from the email address [addp.school.pulse.panel@census.gov](mailto:addp.school.pulse.panel@census.gov). All participation is voluntary.

### **Does the person completing the 2023-24 School Pulse Panel for the school have to be the principal?**

No. You are welcome to delegate completion of the survey to another staff member who is knowledgeable about programs at the school.

### **Will you ask the same questions every month?**

Some questions may remain on the survey from month to month to detect how schools are experiencing and adapting to change. Other questions may rotate in and out. Topic areas will change monthly and will reflect high-priority, education-related topics that NCES and federal policymakers lack timely data on.

### **Other important information**

Please be assured that, by federal mandate, we are required to protect the responses of all schools included in our survey. Individual responses will be combined with those from other participants to produce summary statistics and reports. No teacher or student time is required to complete the survey. Send comments regarding the 30-minute survey burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the National Center for Education Statistics

(NCES) Institute of Education Sciences (IES) PCP, 550 12th Street, SW, 4th floor, Room 4036, Washington, D.C. 20202. According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number is 1850-0969 (expires 04/30/2025).

*NCES is authorized to conduct this survey by the American Rescue Plan of 2021 (ARP2021; Sec. 2010) and the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information schools provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Reports of the findings from the survey will not identify participating Local Education Agencies (LEAs), schools, or staff. Individual responses will be combined with those from other participants to produce summary statistics and reports.*

DRAFT

## July 2023 Screener Initial Email

[Subject line: 2023-24 School Pulse Panel: Screener Survey Invitation]

Dear [POSITION] of [SCHOOL\_NAME]:

The U.S. Department of Education and the National Center for Education Statistics (NCES), the primary statistical agency of the Department, are excited to inform you that your school has been selected to participate in the 2023-24 School Pulse Panel (SPP) survey. The 2023-24 SPP is an opportunity to provide your school's perspective directly to the Department on a range of high-priority, education-related topics on a monthly basis. Each month, starting in August 2023 and ending in June 2024, your school will receive an invitation to complete a survey that will take no more than 30 minutes to complete. To thank you for your time and effort in completing the survey, your school will receive \$200 for each completed monthly survey you submit. **Starting next month, by participating in the SPP, your school can earn up to \$2,200 over the course of the 2023-24 school year.**

To prepare for the start of the 2023-24 SPP collection on Tuesday, August 8, 2023, we are asking you to update or confirm the contact information we have on file for your school for the 2023-24 school year. This short screener survey will take approximately 5 minutes or less to complete. **Please verify this information for your school by Friday, July 28, 2023, by visiting the following link and entering the User ID listed below.** You may also call 1-844-868-3661 to provide this information.

[URL]

User ID: [EXTERNALREFERENCE]

The 2023-24 SPP is a new iteration of the 2021-22 SPP, which measured how public schools were responding to the COVID-19 pandemic during the 2021-22 and 2022-23 school years. The original SPP collected data monthly on a wide range of topics related to the COVID-19 pandemic and informed federal funding distributions by program offices in the Department of Education, the White House, other federal agencies, and Congress. Through your participation, the 2023-24 SPP will continue to inform federal funding decisions. Key findings from the 2021-22 SPP collection include:

- In April 2022, 70 percent of public schools reported that the percentage of students who had sought mental health services from their school increased since the start of the COVID-19 pandemic.
- In May 2022, 84 percent of public schools reported that they "agreed" or "strongly agreed" that the COVID-19 pandemic negatively impacted the behavioral development of students at their school.
- In August 2022, 53 percent of public schools reported feeling understaffed entering the 2022-23 school year.
- In September 2022, 38 percent of public schools had on-site COVID-19 testing for students when they had symptoms or possible exposure to COVID-19, which was a lower percentage than in June 2022 (43 percent).
- In October 2022, 45 percent of public schools reported having one or more vacant teaching positions.

To explore these statistics and other findings from prior School Pulse Panel data collections, visit our interactive dashboard at <https://ies.ed.gov/schoolsurvey/>.

Prior participants said that participation was easy and came with many benefits. Ninety-eight percent of public schools that participated in the 2021-22 SPP said they felt the length of the survey and the time necessary to complete each one was reasonable to do on a monthly basis. The most frequently cited motivating factor for participating in the SPP was the reimbursement (83 percent of public schools) and providing data that could inform policy (76 percent of public schools).



To learn more about the 2023-24 SPP, visit [www.census.gov/schoolpulse](https://www.census.gov/schoolpulse). If you have questions or need assistance, you may also call 1-844-868-3661 or email [addp.school.pulse.panel@census.gov](mailto:addp.school.pulse.panel@census.gov). The Census Bureau is collecting the data on behalf of NCES. We look forward to your participation in the 2023-24 School Pulse Panel!

Sincerely,

Peggy G. Carr, Ph.D.  
Commissioner  
National Center for Education Statistics (NCES)  
U.S. Department of Education

DRAFT

## July 2023 Screener Email Reminder 1

[Subject line: 2023-24 School Pulse Panel: Screener Survey Reminder]

Dear [POSITION] of [SCHOOL\_NAME]

This is a reminder to complete the short, 5-minute screener survey to confirm that we have the most up-to-date contact information on file for your school for the start of the 2023-24 School Pulse Panel (SPP) survey next month. The 2023-24 SPP is conducted by the National Center for Education Statistics (NCES), the primary statistical agency of the U.S. Department of Education, and is an opportunity to provide your school's perspective directly to the Department on a range of high-priority, education-related topics on a monthly basis. Each month, starting in August 2023 and ending in June 2024, your school will receive an invitation to complete a survey that will take no more than 30 minutes to complete. To thank you for your time and effort in completing the survey, your school will receive \$200 for each completed monthly survey you submit. **Starting next month, by participating in the SPP, your school can earn up to \$2,200 over the course of the 2023-24 school year.**

To prepare for start of the 2023-24 SPP collection on Tuesday, August 8, 2023, we are asking you to update or confirm the contact information we have on file for your school for the 2023-24 school year. This short screener survey will take approximately 5 minutes or less to complete. **Please verify this information for your school by Friday, July 28, 2023, by visiting the following link and entering the User ID listed below.** You may also call 1-844-868-3661 to provide this information.

[URL]

User ID: [EXTERNALREFERENCE]

The information you will be asked to provide over the course of the 2023-24 school year will be critical for data-driven decision making on program and policy implementation and federal funding distributions by program offices in the Department of Education, the White House, other federal agencies, and Congress. By participating in this survey, you will ensure that information about your school is included in these important decisions.

To explore findings from prior School Pulse Panel data collections, visit our interactive dashboard at <https://ies.ed.gov/schoolsurvey/>. To learn more about the School Pulse Panel, visit [www.census.gov/schoolpulse](http://www.census.gov/schoolpulse). If you have questions, please call 1-844-868-3661 or email [adp.school.pulse.panel@census.gov](mailto:adp.school.pulse.panel@census.gov). The Census Bureau is collecting the data on behalf of NCES.

Thank you for your consideration of this important initiative.

Sincerely,

Peggy G. Carr, Ph. D.  
Commissioner  
National Center for Education Statistics (NCES)  
U.S. Department of Education

## July 2023 Screener Email Reminder 2

[Subject line: 2023-24 School Pulse Panel: Please Confirm Contact Information]

Dear [POSITION] of [SCHOOL\_NAME]

This is a reminder to complete a short, 5-minute screener questionnaire to verify the information we have on file for your school in advance of the start of the 2023-24 School Pulse Panel (SPP) survey next month. Your school was selected to participate in the 2023-24 SPP, a monthly survey conducted by the National Center for Education Statistics (NCES), the primary statistical agency of the U.S. Department of Education. Your school's responses provide national, state, and local education leaders with the information needed to make evidence-based decisions about education policy and resource allocation. Without responses from your school, we will have an incomplete picture of all the topics the 2023-24 SPP will survey schools on. **Your school will receive \$200 for each completely monthly survey you submit, starting in August 2023 and continuing through June 2024.**

To prepare for start of the 2023-24 SPP collection on Tuesday, August 8, 2023, we are asking you to update or confirm the contact information we have on file for your school for the 2023-24 school year. This short screener survey will take approximately 5 minutes or less to complete. **Please verify this information for your school by Friday, July 28, 2023, by visiting the following link and entering the User ID listed below.** You may also call 1-844-868-3661 to provide this information.

[URL]

User ID: [EXTERNALREFERENCE]

The information you will be asked to provide over the course of the 2023-24 school year will be critical for data-driven decision making on program and policy implementation and federal funding distributions by program offices in the Department of Education, the White House, other federal agencies, and Congress. By participating in this survey, you will ensure that information about your school is included in these important decisions.

To explore findings from prior School Pulse Panel data collections, visit our interactive dashboard at <https://ies.ed.gov/schoolsurvey/>. To learn more about the School Pulse Panel, visit [www.census.gov/schoolpulse](http://www.census.gov/schoolpulse). If you have questions, please call 1-844-868-3661 or email [adp.school.pulse.panel@census.gov](mailto:adp.school.pulse.panel@census.gov). The Census Bureau is collecting the data on behalf of NCES.

Thank you for your consideration of this important initiative.

Sincerely,

Peggy G. Carr, Ph. D.  
Commissioner  
National Center for Education Statistics (NCES)  
U.S. Department of Education

## July 2023 Screener Email Reminder 3

**[Subject line: School Pulse Panel: Last Day to Respond to Screener Survey is Today]**

Dear [POSITION] of [SCHOOL\_NAME]:

This is a final reminder to complete the short, 5-minute screener survey to update or confirm the contact information we have on file for your school for the upcoming 2023-24 School Pulse Panel (SPP) survey by **today, July 28**. If you have already updated or confirmed your school's contact information, thank you! Please disregard this notice.

Update or confirm your school's contact information by visiting the following link and entering the User ID listed below:

[URL]

User ID: [EXTERNALREFERENCE]

The information you will be asked to provide over the course of the 2023-24 school year as a School Pulse Panel participant will be critical for data-driven decision making on program and policy implementation and federal funding distributions by program offices in the Department of Education, the White House, other federal agencies, and Congress. **By participating in the 2023-24 SPP, you will ensure that information about your school is included in these important decisions, and your school will be able to earn up to \$2,200 over the course of the 2023-24 school year through your participation in the Panel.**

To learn more about the School Pulse Panel, visit [www.census.gov/schoolpulse](http://www.census.gov/schoolpulse). If you have questions, please call 1-844-868-3661 or email [adp.school.pulse.panel@census.gov](mailto:adp.school.pulse.panel@census.gov). The Census Bureau is collecting the data on behalf of NCES.

Thank you for your consideration of this important initiative.

Sincerely,

Peggy G. Carr, Ph. D.  
Commissioner  
National Center for Education Statistics (NCES)  
U.S. Department of Education

## PARTICIPANT INFORMED CONSENT FORM SCHOOL PULSE PANEL (SPP)

You are being asked to participate in a survey called the 2024-25 School Pulse Panel (SPP), which will be conducted monthly from August 2024 and will continue throughout the 2024-25 school year through June 2025. Your district has approved your school's participation in this important study; **however, each principal may authorize (or decline) participation for their own school.** This form provides you with information about the study, and you can also contact the SPP team at 1-844-868-3661 or [adp.school.pulse.panel@census.gov](mailto:adp.school.pulse.panel@census.gov), where a team member will be available to answer your questions. Please read the information below and ask any questions you might have before deciding whether to take part.

The 2024-25 SPP is sponsored by the National Center for Education Statistics (NCES) to collect extensive data on a range of high-priority, education-related topics that NCES and federal policymakers currently lack timely data on. Topic areas will change monthly. Example topic areas include, but are not limited to, teacher hiring and retention, student mental health, and school building maintenance and renovations. U.S. public primary, middle, high, and combined-grade schools will be surveyed.

The U.S. Census Bureau will collect the SPP data on behalf of NCES using a self-administered, online survey. The survey will focus on attitudinal questions and questions best asked of staff with more direct knowledge of day-to-day operations at the school. It is estimated for the survey to require a total of about 30 minutes of school staff time each month. Your school will be offered a reimbursement of \$200 for each survey submitted throughout the 2024-25 school year. A \$200 reimbursement will be sent monthly to a designated contact after data collection has been completed. Principals, or the school staff most knowledgeable about the school environment and its program offerings, can complete the survey. No classroom time is involved in the completion of this survey and no students will be surveyed. Respondents do not have to respond to the survey every month to remain eligible for the panel.

Data security and confidentiality protection procedures have been put in place for SPP to ensure that all NCES contractors and agents working on SPP comply with all privacy requirements, including, as applicable: the Inter-agency agreement with NCES for this study; *Privacy Act of 1974* (5 U.S.C. §552a); *Privacy Act Regulations* (34 CFR Part 5b); *Computer Security Act of 1987*; *U.S.A. Patriot Act of 2001* (P.L. 107-56); *Education Sciences Reform Act of 2002* (ESRA, 20 U.S.C. §9573); *Confidential Information Protect and Statistical efficiency Act of 2002*; *E-Government Act of 2002*, Title V, Subtitle A; *Cybersecurity Enhancement Act of 2015* (6 U.S.C. §151); the U.S. Department of Education General Handbook for Information Technology Security General Support Systems and Major Applications Inventory Procedures (March 2005); the U.S. Department of Education Incident Handling Procedures (February 2009); the U.S. Department of Education, ACS Directive OM: 5-101, Contractor Employee Personnel Security Screenings; NCES Statistical Standards; and all new legislation that impacts the data collected through the inter-agency agreement for this study.

The information collected in the SPP is released in several ways. Many of the estimates are highlighted, in the aggregate, on a dashboard that is continuously refreshed with new monthly data as they are collected (<https://nces.ed.gov/surveys/spp/>). A public-use Excel file with aggregated estimates and standard errors is available as part of the dashboard. In compliance with NCES confidentiality procedures, the public-use dataset does not contain any information that can be used to identify an individual school or the state or district in which the school is located.

There are no risks involved in participating in this important survey. Your participation is entirely voluntary and you can refuse to participate without any penalty to you, your school, or your district. If

you decide to participate, you are free to withdraw your participation at any time during the study without any adverse consequences from the U.S. Department of Education, the U.S. Census Bureau, or your school or district.

Please check one of the following:

- ☐ I am willing to participate in the research project.
- ☐ I am *not* willing to participate in the research project.

I fully understand that all of the information I provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151), and that my signature gives my consent to voluntarily participate in this research project. I understand that, while this study has been reviewed by **my district, my district** is not conducting the study.

You are making a decision whether or not to participate in this study. Your signature below indicates that you have read and understood the information provided above, have had an opportunity to ask questions, and agree to participate in this research study. If you later decide to withdraw your consent for participation in the study, you should contact the SPP team at [addp.school.pulse.panel@census.gov](mailto:addp.school.pulse.panel@census.gov). You may discontinue participation at any time. You should keep a copy of this form for your records.

Participant Signature \_\_\_\_\_

Printed Name \_\_\_\_\_ Date \_\_\_\_\_

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Please return this form to [addp.school.pulse.panel@census.gov](mailto:addp.school.pulse.panel@census.gov)

# Special Contact District Approval Form

## School Pulse Panel (SPP) District Approval Form

Please mark one of the boxes below to let us know your district's decision to allow sampled school(s) to participate in the 2023-24 School Pulse Panel (SPP).

- ☐ The U.S. Department of Education has permission to administer the 2023-24 School Pulse Panel (SPP) to one or more schools in the Chicago Public Schools.
- ☐ The U.S. Department of Education does not have permission to administer the 2023-24 School Pulse Panel (SPP) to any school in the Chicago Public Schools.

Printed  
Name: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Please return this form to Elke McLaren, ADDP, U.S. Census Bureau by email to  
addp.school.pulse.panel@census.gov

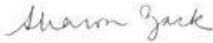


An Employee-Owned  
Research Corporation

## Memo

**Date:** January 19, 2024

**To:** Rebecca Bielamowicz, Project Coordinator, National Center for Education Statistics  
Kristin Flanagan, Project Director

**From:** Sharon Zack, Westat IRB Administrator 

**Subject:** **Amendment Approval of SCH PULSE SURV WAVE2 R/U, Project Number 6704.01.29.22**  
**FWA 00005551**  
**Amendment ID# 4107**

**Note:** This is a copy of amendment approval #4107 submitted to the Project Director on 1/19/24.

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As Administrator of the Westat Institutional Review Board (IRB), I reviewed the materials submitted for the following: SCH PULSE SURV WAVE2 R/U, Project Number 6704.01.29.22. This project was last reviewed in April 2023.

This request is for the upcoming 2024-25 collection.

Per 45 CFR 46 and the information provided, this approval determination does not change the level of review. **This project remains exempt from IRB review.**

As the Project Director, you are responsible for the following:

- Submitting for review and receiving IRB approval before any new or modified research activities (e.g., quantitative data collection) are conducted.
- Contacting the IRB within 24 hours (via telephone at 301-610-8828) or by email ([IRB@westat.com](mailto:IRB@westat.com)) of becoming aware of an incident and submitting an incident report within the next 10 days.

cc: Institutional Review Board  
Lisa Rodriguez



# 2024-25 School Pulse Panel Research Application

## CONTACT

Applicant: Rebecca Bielamowicz  
Title: Project Coordinator  
Affiliation: National Center for Education Statistics (NCES) Institute of  
Education Sciences (IES)  
United States Department of Education Address:  
PCP, 550 12<sup>th</sup> Street, SW, 4<sup>th</sup> floor, Room 4036  
Washington, DC 20202

### School Pulse Panel Research Application Contact:

U.S. Department of Commerce  
Economics and Statistics Administration  
U.S. Census Bureau  
4600 Silver Hill Road, Stop 8400  
Washington, DC 20233  
1-844-868-3661  
ADDP.School.Pulse.Panel@Census.gov

**TITLE OF STUDY**            2024-25 School Pulse Panel

Anticipated Start Date:        July 2024  
Anticipated End Date:         June 2025

## PURPOSE OF THE STUDY

Federal policy makers need timely information on the condition of education in the U.S. to make evidence-based decisions about programs and resource allocations that support your district's mission of educating our nation's youth. The School Pulse Panel (SPP) addresses this need by collecting data regularly from a small sample of K-12 public schools. The SPP is conducted by the National Center for Education Statistics (NCES), part of the Institute of Education Sciences (IES), within the United States Department of Education. The SPP collects extensive data on a rotating collection of high-priority, education-related topics, and U.S. public K-12 schools will be surveyed each month via a 30-minute, web-based survey. We hope your district will consider this opportunity for the sampled schools in your district to inform the Department and the public on the "pulse" of education in America.

The School Pulse Panel is a unique survey among federal, school-based data collections. Unlike other federal data collections that are conducted once every few years and release data a year or more after the formal end of data collection, the School Pulse Panel surveys a small sample of schools every month and releases those estimates to the public approximately six weeks after the end of each data collection. These near real-time data are regularly used by senior staff within the Department of Education, the White House Domestic Policy Council, and Congress to inform policies, budgeting decisions, and grant opportunities. These estimates are available to the public via an [interactive dashboard](#), which is updated

NCES is authorized to conduct this survey by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information schools provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Reports of the findings from the survey will not identify participating districts, schools, or staff. Individual responses will be combined with those from other participants to produce summary statistics and reports.

each month with the latest collection's estimates. NCES collaborates with other program offices within the Department and across the federal government to assess their school-based data needs. This collaboration reduces the number of federal surveys that your district is asked to participate in. Participating schools or districts cannot be identified in the aggregate estimates that are released from School Pulse, but the SPP data will provide a national benchmark to which results from your own district- or state-level data collections can be measured against.

## **SIGNIFICANCE OF THE STUDY AND BENEFITS OF PARTICIPATION:**

The SPP collects detailed information that is critical for data-driven decision making on program and policy implementation and federal funding distributions by program offices in the Department of Education, the White House, other federal agencies, and Congress. The SPP surveys a small group of schools with a short questionnaire every month and releases those data to stakeholders and the public approximately every six weeks. This data collection schedule enables School Pulse to be incredibly timely and relevant. The SPP also includes questions in every month's collection that asks the individual filling out the survey, which is usually the principal, to describe topics that should be included on future monthly surveys. NCES uses these responses to generate survey questions for later monthly collections.

The ability of NCES to provide this important information to the public is contingent upon the voluntary participation of sampled schools. Because the sampled schools in your district represent themselves and many others like them, their participation is vital for producing high-quality information. By approving our application and allowing NCES to contact the sampled schools in your district to invite them to participate in the School Pulse Panel, you will ensure that information about Chicago Public Schools' students and schools are included in those important decisions. The more participation we have from the schools that have been selected to be in this year's SPP sample, the more confident we can be that the estimates generated from this collection are unbiased and representative of the condition of public education in the U.S.

In addition, sampled schools in your district that complete the survey will receive \$200 for *each* completed survey they submit. By participating in the SPP, each sampled school can receive up to \$2,200 over the course of the 2024-25 school year.

## **CONTENT DOMAINS AND RESEARCH QUESTIONS:**

The School Pulse Panel is a dynamic monthly survey. Content areas for the 2024-25 SPP were developed by meeting with program offices in the U.S. Department of Education and with other federal agencies and stakeholders, including the U.S. Department of Agriculture, the Centers for Disease Control, the Bureau of Justice Statistics, the National Endowment for the Arts, and the White House Domestic Policy Council, and asking them to provide NCES with more information on what education-related topics they lacked timely data on. NCES then used this feedback to develop the monthly questionnaire content. This collaboration both within and between federal agencies is designed to reduce the number of research requests your district receives from the federal government to participate in various school-based data collections.

The monthly survey will encompass broad content domains, each with a series of measurement items addressing a specific research question. Each content domain is briefly stated below in terms of the issues in need of measurement, as well as examples of research questions we are seeking to answer.

Below are examples of the types of content domains that will likely be covered in the 2024-25 SPP:

NCES is authorized to conduct this survey by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information schools provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Reports of the findings from the survey will not identify participating districts, schools, or staff. Individual responses will be combined with those from other participants to produce summary statistics and reports.

- I.** Instructional program offerings to address learning recovery
  - a. What types of programs did your school offer during the summer to help with learning recovery?
  - b. During the school year, will the school day be extended? The number of school days increased? Will you offer before-school or after-school programs?
  - c. What are the types of strategies that will be used to help accelerate learning? How effective have these strategies been?
  - d. What types of tutoring, if any, are your school offering during the 2024-25 school year?
  - e. Are there any barriers that your school is facing in implementing learning recovery strategies and/or tutoring?
- II.** Use of technology, computer devices, and Internet access
  - a. Are laptops or tablets offered and available to all students in the school to assist with virtual learning?
  - b. Is Internet access provided to students outside of school?
  - c. Does your school provide IT or technical support to students and teachers?
  - d. Is professional development on digital learning provided to educators? Are trainings on digital learning provided to students?
  - e. Does your school have high-speed Internet that is accessible throughout the school?
- III.** Mental health and services provided
  - a. What are the types of mental health services offered at your school?
  - b. Has your school hired new staff to focus on social/emotional/mental wellbeing?
  - c. Has your school offered professional development to train teachers on helping students with their social/emotional/mental wellbeing?
  - d. Have there been changes in the number of school psychologists, counselors, and nurses at your school since the beginning of the school year?
- IV.** Staffing Shortages
  - a. As of the start of the school year, do you have any administrative staff, teacher, or support staff vacancies?
  - b. Entering this school year, how difficult was it to fill staff vacancies?
  - c. Has teacher and staff burnout become a more pressing issue at your school during the 2024-2025 school year?
  - d. Have federal funds been used to fill vacancies or to create new positions?
  - e. Have you increased teachers' salaries to counteract inflation? If yes, has this been a successful retention strategy? If no, have you implemented other non-financial incentives to retain teachers?
- V.** Concerns expressed by parents, staff, and students
  - a. What are the types and levels of concerns, if any, being expressed regarding how education and other programs are being provided at your school?
- VI.** Absenteeism
  - a. Has chronic student absenteeism changed since the 2019-2020 school year?
  - b. How easy or difficult is it get substitute teachers to fill teacher absences?
  - c. Has your school needed to use long-term substitutes in the 2024-25 school year? If yes, how

many and how many times? How does this compare to last year?

**VII. School Climate and Safety**

- a. Has your school experienced behavioral or social emotional issues in the classroom?
- b. Does your school have a written plan that describes procedures to be performed in various emergency scenarios?

**VIII. Community Partnerships**

- a. Does your school use a “community school” or “wraparound services” model?
- b. Were services that are available through community partnerships added to address challenges related to the COVID-19 pandemic?

**IX. Facilities Management**

- a. Has your school taken any steps to increase ventilation or filter/clean air in school?
- b. Does your school employ an Indoor Air Quality Coordinator?
- c. Are carbon dioxide sensors installed in classrooms?
- d. How many permanent and non-permanent buildings are in use at your school? How many, if any, have received third-party green building certification?

**X. Federal Fund Usage**

- a. How are federal funds being used for learning recovery?
- b. How much does it cost your school to implement learning recovery strategies like high-dosage tutoring?

## **QUESTIONNAIRE**

Currently, NCES is developing the questionnaires for the 2024-25 School Pulse Panel. To be as dynamic and responsive to data needs from federal stakeholders and the public as possible, NCES finalizes questionnaires only a few weeks before they are fielded. If required by your school district, NCES will provide copies of the final questionnaires as they are completed.

A copy of the August 2023 SPP survey is included with our application to serve as an example of the types of questions that NCES asks on the SPP and the length of a typical SPP survey. Many of the same questions that were fielded on the August 2023 SPP survey will be fielded again on the August 2024 SPP survey.

## **METHODOLOGY AND SAMPLING**

NCES is authorized to conduct the 2024-25 SPP by the Education Sciences Reform Act of 2002 (ESRA 2002; 20 U.S.C. §9543), and the U.S. Census Bureau will conduct the data collection on behalf of the Department of Education. The resulting data will provide aggregate estimates for public schools across the nation. A stratified sample design was used to select approximately 4,000 U.S. public schools. An additional reserve sample of replacement schools (4,000) was selected to boost response rates if any schools from the initial sample do not respond. The sample is designed to provide national estimates of public primary, middle, and high schools, taking into account the type of locale (urbanicity) and racial/ethnic student enrollment.

The sampling frame for the School Pulse Panel is derived from the Common Core of Data (CCD), the universe of public schools supplied annually by state educational agencies to NCES. Only public schools in the 50 states and the District of Columbia will be included in the sampling frame. A universe collection

from the Outlying Areas (Guam, Northern Marianas, U.S. Virgin Islands, American Samoa) will be administered as well. Certain types of schools are excluded, including newly closed schools, home schools, and schools with high grades of kindergarten or lower. Regular public schools, charter schools, alternative schools, special education schools, vocational schools, and schools that have partial or total magnet programs are included in the frame. For sample allocation purposes, strata are defined by instructional level, type of locale (urbanicity), and percent minority enrollment. **During the sample selection process for the 2024-25 School Pulse Panel, NCES took additional steps to reduce overlap with the 2023-24 National Teacher and Principal Survey and the 2023-24 School Pulse Panel to reduce burden on schools and school districts that had previously been sampled for those collections.** However, some schools and school districts have a unique combination of characteristics, making it necessary to include them in sample in both collections to generate nationally representative estimates.

## DATA COLLECTION

The 2024-25 School Pulse Panel data collection will begin in July of 2024 and will continue monthly until June 2025. The sampled schools in your district will receive letters and emails notifying them of the survey in July 2024 in order to collect information about the appropriate points of contact for the monthly surveys. This “screener” survey will take approximately five minutes to complete. Then, starting in August 2024, each school will receive a letter and an email notifying them of the full survey, which will include the log-on information to complete the online questionnaire. The monthly surveys will take about 30 minutes each month, and respondents will have a two-week window to respond to the survey. The survey is typically completed by the school’s principal, but the principal is welcome to share the invitation link with other school or district staff to help them respond to the survey. Reminder emails will be sent during the data collection window. Respondents do not have to participate every month to remain eligible for the panel; respondents can participate in some months and skip others if their workload does not allow them to participate in a particular month.

Nationally representative estimates will be released about six weeks after data collection ends for that month, and participants can explore those estimates on the [interactive dashboard](#) on NCES’s website. For *every* completed survey a school in your district completes, they will be offered \$200. These reimbursements will be mailed to the participating schools approximately six weeks after the end of each data collection. This process will be repeated monthly beginning in August 2024 through June 2025.

If your district does not permit its schools to receive any form of payment, the reimbursement will be sent to a point of contact in your district or the reimbursement will be withheld. **Absolutely NO student, teacher, or classroom time will be involved in the completion of this survey.**

## RESPONSE BURDEN

Each survey will take about 30 minutes to complete each month. Respondents will have two weeks each month to answer the survey, which they can come back to if they cannot finish it in one sitting. All participation is voluntary, and schools can choose to participate in some months but not in others if they do not have time to participate in a particular month. In our recruitment materials, we notify respondents that the SPP is a voluntary survey.

In a follow-up survey that was fielded to all 2021-22 SPP sampled schools, 84 percent of public schools said that it was “easy” or “very easy” to complete an SPP monthly survey, and 98 percent of public schools said they felt the length of the surveys and the time necessary to complete each one was



reasonable to do on a monthly basis. Moreover, 76 percent of public schools said they participated in the SPP because they wanted to provide data that could inform educational policy decisions.

## ANALYSIS AND RELEASE OF INFORMATION

Approximately every six weeks, NCES refreshes the interactive dashboard with new estimates from the latest collection of School Pulse. The estimates are nationally representative, and individual schools and districts **cannot** be identified from these estimates. The estimates and their associated standard errors are also available for download in an Excel file that is available on the dashboard landing page. Where applicable, both dependent and independent Student's *t*-tests are used to formally compare trend items and differences between estimates across reporting categories, including region, locale, school size, school neighborhood poverty, school racial composition, and school level. Microdata files that contain individual school responses that can be analyzed in a statistical software package are NOT produced for the SPP. Due to the sampling design, state-level estimates cannot be produced from the SPP, but the nationally representative estimates can be used as a benchmark to which results from your own district- or state-level data collections can be measured against. Many of the estimates may be included in short [infographic reports](#) published by NCES, as well as in [press releases](#) that NCES develops for release to the media.

## BENEFIT TO YOUR SCHOOL DISTRICT

The timely, nationally representative estimates that will be made available on the interactive SPP dashboard and in the publicly available data files within six weeks of data collection measure concepts that are closely aligned with Chicago Public School's High School Strategy. The SPP has and will continue to measure many concepts related to well-rounded graduates and preparing students for college and career, and CPS can use the SPP data as a national benchmark to assess how well the district is meeting its goals. For example, CPS's goal of preparing students for college and career can be benchmarked against the SPP. In January 2024, 86 percent of public high schools reported offering career and technical education during the 2023-24 school year.

The School Pulse Panel is an opportunity for CPS to provide real-time input to key policy makers in the White House, Congress, the Department of Education, and other federal agencies as critical decisions are being made that will impact the future of federal education policies. Specifically, the 2021-22 SPP results were used by the White House Domestic Policy Council and senior policy advisors within the Department of Education's Office of the Secretary to inform guidance, technical assistance, and support on using American Rescue Plan funds geared toward effective learning recovery strategies. Data from the 2023-24 SPP on the National School Meals Program helped inform the USDA's Food and Nutrition Service to better understand the impacts of the removal of the free lunch waiver, as well as supply chain disruptions.

Resources cannot be effectively and efficiently disbursed to support schools if there is a lack of data to inform these decisions. If your district denies this application, the voices of your students and staff will not be used to inform key decisions that are being made. Because CPS and its sampled schools represent themselves and many others like them, providing schools the opportunity to be invited to participate in the School Pulse Panel is vital step toward collecting and disseminating high-quality information. By allowing NCES to contact the sampled schools in your district to invite them to participate in the SPP, you will help ensure that information about CPS is included in those important decisions.

Finally, the 2024-25 SPP provides an excellent opportunity for each sampled school in your district to receive up to \$2,200 for completing the monthly surveys. These funds can be used by the school however they see fit.

## CONFIDENTIALITY

Data security and confidentiality protection procedures have been put in place for the School Pulse Panel to ensure that all contractors and agents working on the School Pulse Panel comply with all privacy requirements including, as applicable:

1. The Inter-agency agreement between the Census Bureau and NCES for this study and the statement of work of the contract;
2. Privacy Act of 1974 (5 U.S.C. §552a);
3. Privacy Act Regulations (34 CFR Part 5b);
4. Computer Security Act of 1987;
5. U.S.A. Patriot Act of 2001 (P.L. 107-56);
6. Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9573);
7. Cybersecurity Enhancement Act of 2015 (6 U.S.C. §151);
8. Foundations of Evidence-Based Policymaking Act of 2018, Title III, Part B, Confidential Information Protection
9. The U.S. Department of Education General Handbook for Information Technology Security General Support Systems and Major Applications Inventory Procedures (March 2005);
10. The U.S. Department of Education Incident Handling Procedures (February 2009);
11. The U.S. Department of Education, ACS Directive OM: 5-101, Contractor Employee Personnel Security Screenings;
12. NCES Statistical Standards; and
13. All new legislation that impacts the data collected through the inter-agency agreement and contract for this study.

The U.S. Census Bureau will collect data under an interagency agreement with NCES and maintain the individually identifiable questionnaires per the agreement, including:

1. Provisions for data collection in the field;
2. Provisions to protect the data-coding phase required before machine processing;
3. Provisions to safeguard completed survey documents;
4. Authorization procedures to access or obtain files containing identifying information; and
5. Provisions to remove printouts and other outputs that contain identification information from normal operation (such materials will be maintained in secured storage areas and will be securely destroyed as soon as practical).

U.S. Census Bureau and contractors working on the SPP will comply with the Department of Education's IT security policy requirements as set forth in the Handbook for Information Assurance Security Policy and related procedures and guidance, as well as IT security requirements in the Federal Information Security Management Act (FISMA), Federal Information Processing Standards (FIPS) publications, Office of Management and Budget (OMB) Circulars, and the National Institute of Standards and Technology (NIST) standards and guidance. All data products and publications will also adhere to the revised NCES Statistical Standards, as described at the website: <https://nces.ed.gov/statprog/2012/>.

By law (20 U.S.C. §9573), a violation of the confidentiality restrictions is a felony, punishable by imprisonment of up to 5 years and/or a fine of up to \$250,000. All government or contracted staff working

NCES is authorized to conduct this survey by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543). All of the information schools provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C. §151). Reports of the findings from the survey will not identify participating districts, schools, or staff. Individual responses will be combined with those from other participants to produce summary statistics and reports.

on the study and having access to the data, including field staff, are required to sign an NCES Affidavit of Nondisclosure and have received public-trust security clearance. Appropriate memoranda of understanding and interconnection security agreements will be documented as part of the certification and accreditation process.



The following language will be included in respondent contact materials and on data collection instruments:

*The National Center for Education Statistics (NCES), within the U.S. Department of Education, conducts the 2024-25 School Pulse Panel as authorized by the Education Sciences Reform Act of 2002 (ESRA 2002, 20 U.S.C. §9543).*

*All of the information you provide may be used only for statistical purposes and may not be disclosed, or used, in identifiable form for any other purpose except as required by law (20 U.S.C. §9573 and 6 U.S.C.) §151*

The following language will be included on data collection instruments:

*According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this voluntary information collection is 1850-0969. The time required to complete this information collection is estimated to average 30 minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate, suggestions for improving this collection, or comments or concerns about the contents or the status of your individual submission of this questionnaire, please e-mail: [addp.school.pulse.panel@census.gov](mailto:addp.school.pulse.panel@census.gov).*

## **INSTITUTIONAL REVIEW BOARD (IRB) OR HUMAN SUBJECTS REVIEW:**

Under the federal policy for the protection of human subjects, the SPP is exempt from IRB review because it utilizes survey procedures and is conducted in established or commonly accepted educational settings, involving normal educational practices. There is no potential for harm to human subjects.

The Department of Education has adopted a common set of regulations known as the *Federal Policy for the Protection of Human Subjects* or "Common Rule." The design of these regulations is based on established, internationally recognized ethical principles. The specific regulation is Title 34, Code of Federal Regulations, Part 97, Protection of Human Subjects, which includes Subpart A, Basic Policy, and Subpart D, Additional Protections for Children. These regulations classify as exempt certain categories of research. Research that is nonexempt is covered by the regulations. Research activities in which the only involvement of human subjects will be in one or more of the following categories are exempt [34 CFR 97.101(b)(2)]:

Research involving the use of educational tests (cognitive, diagnostic, aptitude, achievement), survey procedures, interview procedures or observation of public behavior, unless the information identifies the subjects and disclosure could reasonably place the subjects at risk of criminal or civil liability or be damaging to the subjects' financial standing, employability, or reputation. Subpart D amends this exemption, in part: *If the subjects are children, research involving interview or survey procedures and research involving observations of public behavior in which the researcher(s) participate in the activities being observed are not exempt. However, research involving the use of educational tests and research involving observations of public behavior in which the researcher(s) do not participate in the activities being observed are exempt.*

For more information, please see <http://www2.ed.gov/policy/fund/guid/humansub/overview.html>.

## **INFORMED CONSENT**

The nature of this self-administered survey is not considered intrusive and has been ruled to be exempt under the protection of human subjects' provisions in federal research.

There are no individual student data (such as test scores or Social Security numbers) associated with any of the data acquired in this data collection. Since no data are collected about individual students, it is not necessary to obtain active, informed consent from students' parents/guardians.

Participation in the 2024-25 School Pulse Panel is completely voluntary, and individual survey items can be left blank, at the discretion of each respondent. A statement on the questionnaire indicates that participation is voluntary. A respondent gives implied consent to participate by completing the questionnaire.



U.S. DEPARTMENT OF EDUCATION  
INSTITUTE OF EDUCATION SCIENCES

NATIONAL CENTER FOR EDUCATION STATISTICS

Research Review Board  
Office of Planning and Data Management  
Chicago Public Schools  
42 W. Madison Street, 2nd Floor  
Chicago, IL 60602

April 19, 2024

Dear Research Review Board:

The National Center for Education Statistics (NCES) of the U.S. Department of Education is requesting approval to conduct the **School Pulse Panel (SPP)** in twenty-one of your district's schools during the 2024-25 school year. Chicago has approved us for the past two SPP collections dating back to the 2021-22 school year, and we hope to continue this partnership into the 2024-25 school year. If permitted, these schools will be invited to be a part of a special group that will inform the Department and the public on the "pulse" of education in America.

The **School Pulse Panel** is a 30-minute, monthly survey. The SPP provides timely data to policy leaders in the White House, Department of Education, Congress, state and local education agencies, and the public with information needed to make evidence-based decisions about programs and resource allocations that support your district's mission of educating our nation's youth. The questions on School Pulse were designed by NCES in coordination with program offices in the Department, other federal agencies, and public schools that have participated in prior School Pulse Panel data collections. This collaborative approach enables NCES to reduce burden on sampled public school districts and their schools by reducing the need for additional, separate data collections. Most importantly, **NO student, teacher, or classroom time is involved in this survey.**

The 2024-25 School Pulse Panel will be administered by the U.S. Census Bureau on behalf of NCES. Principals, or another designated point of contact at the school, will be invited to take the web-based survey every month beginning in August 2024 and ending in June 2025. The survey content will be different each month. **NCES will offer each participating school a reimbursement of \$200 for each survey submitted throughout the 2024-25 school year, if permitted by your district.** The reimbursement will be paid out monthly. When surveyed at the conclusion of the 2021-22 School Pulse Panel, *98 percent of participating schools said they felt that the time necessary to complete each monthly survey was reasonable.*

The nationally representative estimates that are produced by School Pulse are crucial in helping legislators and education leaders make informed decisions to improve education. School Pulse data are regularly used by senior staff within the Department of Education, the White House Domestic Policy Council, and Congress to inform policies, grant opportunities, and budgeting decisions. The responses from your district's sampled schools represent the concerns of similar schools that were not sampled. **Hearing from your school leaders ensures that the School Pulse estimates are unbiased and representative of the condition of public education in the U.S.**

Thank you for your consideration of the research application for the School Pulse Panel. The enclosed application and materials further describe the purposes, survey topics, sample sizes, and respondent burden associated with participating in School Pulse. In addition, a District Approval Form is enclosed for you to indicate whether your district permits NCES to invite the sampled schools to participate in this year's collection. If you have any questions about the School Pulse Panel or the research application, please contact Rebecca Bielamowicz on the study's District Research Application Team by e-mail at [adp.school.pulse.panel@census.gov](mailto:adp.school.pulse.panel@census.gov) or by telephone at 1-844-868-3661.

Sincerely,  
Chris Chapman  
Associate Commissioner  
National Center for Education Statistics  
PCP, 550 12th St., SW, 4th floor, Room 4054  
Washington, DC 20202

Currently, NCES is developing the questionnaires for the 2024-25 School Pulse Panel (SPP). This SPP survey was fielded in August 2023. Many of the following questions are likely to be fielded again on the August 2024 SPP survey.

# School Pulse Panel

# August 2023 Survey

## Staffing (Summer Hiring Cycle & Challenges)

**HP1 1-1.** How easy or difficult was it for you to fill each of the following **teaching** positions with a fully certified teacher for the 2023-24 school year?

	We did not have vacancies in this area	Very Easy	Somewhat easy	Somewhat difficult	Very difficult	Our school does not offer this position	Don't Know
General Elementary							
Special Education							
English or language arts							
Social Studies							
Computer science							
Mathematics							
Biology or life sciences							
Physical sciences (e.g., chemistry, physics)							
English as a Second Language (ESL) or bilingual education							
Foreign languages							
Music or arts							
Career or technical education							
Physical education or health							
Other, please specify:							

**HP2 1-2.** What, if any, challenges did you experience filling vacant **teaching** positions for the 2023-24 school year? *Select all that apply.*

- ☐ Too few candidates applying for open teaching positions
- ☐ A lack of qualified candidates applying for open teaching positions
- ☐ Candidates felt the salary and benefits for teaching positions were not enough
- ☐ Applicants turned down teaching positions once offered for reasons other than salary and benefits
- ☐ Other, please specify: \_\_\_\_\_
- ☐ We did not experience any challenges filling teacher vacancies
- ☐ We did not have any teacher vacancies to fill
- ☐ Don't know

Currently, NCES is developing the questionnaires for the 2024-25 School Pulse Panel (SPP). This SPP survey was fielded in August 2023. Many of the following questions are likely to be fielded again on the August 2024 SPP survey.

**HP3 1-3.** How easy or difficult was it for you to fill each of the following **non-teaching staff** positions with a fully certified staff member for the 2023-24 school year?

	We did not have vacancies in this area	Very Easy	Somewhat easy	Somewhat difficult	Very difficult	Our school does not offer this position	Don't Know
Mental health professional (e.g., psychologist, social worker)							
Medical professional (e.g., nurse, nurse's aide)							
Administrative staff							
Technology specialist							
Transportation staff							
Custodial staff							
Nutrition staff (e.g., food preparation, cafeteria worker)							
Academic counselor							
Academic interventionist							
Tutor							
Instructional coach							
Classroom aide							
Other, please specify:							

**HP4 1-4.** What, if any, challenges did you experience filling vacant **non-teaching staff** positions for the 2023-24 school year? *Select all that apply.*

- ☐ Too few candidates applying for open staff positions
- ☐ A lack of qualified candidates applying for open staff positions
- ☐ Candidates felt the salary and benefits for staff positions were not enough
- ☐ Applicants turned down staff positions once offered for reasons other than salary and benefits
- ☐ Other, please specify: \_\_\_\_\_
- ☐ We did not experience any challenges filling staff vacancies
- ☐ We did not have any staff vacancies to fill
- ☐ Don't know

Currently, NCES is developing the questionnaires for the 2024-25 School Pulse Panel (SPP). This SPP survey was fielded in August 2023. Many of the following questions are likely to be fielded again on the August 2024 SPP survey.

**HP5 1-5.** Entering the 2023-24 school year, do you feel your school is understaffed?

- ☐ Yes
- ☐ No
- ☐ Don't Know

**HP6 1-6.** In which of the following areas do you feel that your school is understaffed? {Display if HP5 = Yes}

	Yes, we are understaffed in this area	No, we are not understaffed in this area	Not applicable – our school does not offer this position
General Elementary			
Special Education			
English or Language Arts			
Social Studies			
Computer Science			
Mathematics			
Biology or life sciences			
Physical sciences (e.g., chemistry, physics)			
English as a Second Language (ESL) or bilingual education			
Foreign languages			
Music or arts			
Career or technical education			
Physical education or health			
Mental health (e.g., psychologist, social worker)			
Medical (e.g., nurse, nurse's aide)			
Administrative staff			
Technology			
Transportation			
Custodial			
Nutrition (e.g., food preparation, cafeteria worker)			
Academic counseling			
Academic interventionist			
Tutor			
Instructional coach			
Classroom aide			
Other, please specify:			

**HP9 1-7.** We'd like to learn more about how schools' experiences **filling teacher and staff vacancies** for the 2023-24 school year. In the space below, please share any other information you like us to know on this topic.

*This item is optional.*

Currently, NCES is developing the questionnaires for the 2024-25 School Pulse Panel (SPP). This SPP survey was fielded in August 2023. Many of the following questions are likely to be fielded again on the August 2024 SPP survey.

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## Internet & Technology

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**INTERNET1 2-1.** For the 2023-24 school year, are students who need internet access provided internet access **at home**?

- Yes
- No
- Don't Know

**INTERNET2 2-2.** For the 2023-24 school year, are students who need internet access provided internet access at a location **other** than their home (e.g., library, parking lot, or other location)?

- Yes
- No
- Don't Know

**INTERNET3 2-3.** For the 2023-24 school year, are students who need them provided with digital devices (e.g., laptops, tables, Chromebooks, etc.)?

- Yes
- No
- Don't Know

**INTERNET4 2-4.** For the 2023-24 school year, are **students** provided IT or technical support for problems with their internet or computers?

*Include formal support or staff who are dedicated to help with IT. Do not include teachers who may help during lessons.*

- Yes
- No
- Don't Know

**INTERNET5 2-5.** For the 2023-24 school year, are **teachers or non-teaching staff** provided IT or technical support for problems with their internet or computers?

*Include formal support or staff who are dedicated to help with IT. Do not include teachers who may help during lessons.*

- Yes
- No
- Don't Know

**DL1 2-6.** Does your school offer training on digital literacy for your students?

- Yes
- No
- Don't Know

Currently, NCES is developing the questionnaires for the 2024-25 School Pulse Panel (SPP). This SPP survey was fielded in August 2023. Many of the following questions are likely to be fielded again on the August 2024 SPP survey.

**DL2 2-7.** Does your school provide additional training for any of the following subgroups beyond what all students are offered? *Select all that apply.* {Display if DL1 = YES}

- ☐ Migrant students
- ☐ English Learner (EL) or English as a Second Language (ESL) students
- ☐ Students with Individualized Education Programs (IEPs) or 504 plans
- ☐ Economically disadvantaged students (such as those that qualify for free or reduced-price lunch)
- ☐ Students experiencing homelessness
- ☐ Other, please specify: \_\_\_\_\_
- ☐ None of the Above

**DL3 2-8.** Does your school offer training on digital literacy for your students' **families**?

- ☐ Yes
- ☐ No
- ☐ Don't Know

**INTERNET6 2-9.** We'd like to learn more about how schools' experiences **ensuring internet access for students and developing their digital literacy**. In the space below, please share any other information you like us to know on this topic.

*This item is optional.*



Currently, NCES is developing the questionnaires for the 2024-25 School Pulse Panel (SPP). This SPP survey was fielded in August 2023. Many of the following questions are likely to be fielded again on the August 2024 SPP survey.

## Community Collaboration

**CSP1 3-1.** Does your school use a “community school” or “wraparound services” model?

*A community school or wraparound services model is when a school partners with other government agencies and/or local nonprofits to support and engage with the local community (e.g., providing mental and physical health care, nutrition, housing assistance, etc.)*

- ☐ Yes
- ☐ No
- ☐ Don't Know

**CSP2a 3-2a.** For the 2023-24 school year, which of the following services, if any, are available to the community through your school's existing partnerships? *Select all that apply.*

- |   |   |
|---|---|
| <input type="radio"/> Physical health care      | <input type="radio"/> Adult education classes         |
| <input type="radio"/> Mental health care        | <input type="radio"/> Parenting and family support    |
| <input type="radio"/> Dental care               | <input type="radio"/> Mentoring and tutoring programs |
| <input type="radio"/> Vision care               | <input type="radio"/> Migrant and refugee support     |
| <input type="radio"/> Housing assistance        | <input type="radio"/> Volunteering opportunities      |
| <input type="radio"/> Nutrition/food assistance | <input type="radio"/> Community resource fairs        |
| <input type="radio"/> Employment assistance     | <input type="radio"/> Other, please specify: _____    |
| <input type="radio"/> Childcare                 | <input type="radio"/> None of the above               |
| <input type="radio"/> Social work               | <input type="radio"/> Don't Know                      |

**CSP2c 3-2b.** To the best of your knowledge, what percentage of your students and their families will participate in these programs during the 2023-24 school year?

{Answers populate based on selections to CSP2a}	Percentage of students and their families in 2023-24	Don't Know
Physical health care	%	
Mental health care	%	
Dental care	%	
Vision care	%	
Housing assistance	%	
Nutrition/food assistance	%	
Employment assistance	%	
Childcare	%	
Social work	%	
Adult education classes	%	
Family support and parenting	%	
Mentoring and tutoring programs	%	
Migrant and refugee support	%	
Volunteering opportunities	%	
Community resource fairs	%	

Currently, NCES is developing the questionnaires for the 2024-25 School Pulse Panel (SPP). This SPP survey was fielded in August 2023. Many of the following questions are likely to be fielded again on the August 2024 SPP survey.

**CSP6 3-3.** For the 2023-24 school year, does your school have, or conduct, any of the following collaborative decision-making and continuous improvement practices, either directly or through a partnership? *Select all that apply.*

- ☐ An advisory board or local-decision-making committee that includes parents, teachers, students, and/or community members
- ☐ Assessment of student academic and non-academic needs and assets and family needs and assets
- ☐ Data system that monitors which students receive which services (e.g., after-school programs, counseling services, health care)
- ☐ Data system that monitors student progress (e.g., academic progress, classroom engagement, social and emotional skills)
- ☐ None of the above
- ☐ Don't know

**CSP4 3-4.** For the 2023-24 school year, does your school use any of the following strategies to improve coordination of service delivery? *Select all that apply.*

- ☐ Employment of a community school coordinator, director, or manager
- ☐ Partnerships with community organizations to provide services
- ☐ Case management to connect students and families with services
- ☐ Service directory or other centralized list of family services
- ☐ None of the above
- ☐ Don't know

**CSP5 3-5.** How important was each of the following factors in determining your school's priorities for the 2023-24 school year?

	Not important	Slightly important	Important	Very important	N/A
Results from school's comprehensive needs assessment					
Input from parents					
Input from students					
Input from school administrators					
Input from school staff					
Input from community-based organizations, local government, or businesses					
Input from tribes or tribal organizations					

**CSP3 3-6.** We'd like to learn more about how schools' experiences **collaborating with the community surrounding your school** at your school. In the space below, please share any other information you like us to know on this topic. {Display if CSP1 = YES}

*This item is optional.*

Currently, NCES is developing the questionnaires for the 2024-25 School Pulse Panel (SPP). This SPP survey was fielded in August 2023. Many of the following questions are likely to be fielded again on the August 2024 SPP survey.

## Counts

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**TEACHER0 4-1.** Please enter an approximate total **teacher** count for your school as of today.

*Please enter the **number** of teachers, including full-time and part-time teachers.*

\_\_\_\_\_ teachers

**STAFF0 4-2.** Please enter an approximate total non-teacher staff count for your school as of today.

*Please enter the **number** of non-teaching staff, including full-time and part-time non-teachers.*

\_\_\_\_\_ non-teaching staff

**ENROLLMENT 4-3.** As of today, please enter your total student enrollment count.

*Please enter the **number** of students.*

\_\_\_\_\_ students

## Suggestions for Future Items

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**FutCont 5-1.** We want to ensure we are continuing to collect information on topics that are relevant to the day-to-day functioning of U.S. public schools during the 2023-24 school year and beyond. In the space below, please share any other topics you believe are important for us to know as we continue this monthly survey collection.

*This item is optional.*



42 W. Madison | 2<sup>nd</sup> Floor | Chicago, IL 60602  
Telephone: (773) 553-4444  
Fax: (773) 553-2421

05/06/2024

Rachel Hansen

Dear Hansen,

Thank you for your interest in conducting research in The Chicago Public Schools. The Research Review Board has reviewed your Modification proposal 04/19/2024 for research, titled: School Pulse Panel (SPP).

The Research Review Board has completed the review of your Modification proposal and has approved your request to conduct this research. Although your study is approved, school principals have final authority over activities that are allowed to take place in the school. If data collection continues beyond a year from this approval, please complete the Modification & Continuing Review Process Form through IRBManager.

Please note the following--

Background Check Level Required:

Other Notes:

Upon completion of the research study, a copy of the final report or summary of the results must be provided to the Research Review Board. The Board reserves the right to use the information in the research report or summary for planning, solicitation or grants, and staff development.

Please note that your study has been assigned Project ID #2021-1675. If you have any questions, please contact our office by email at [research@cps.edu](mailto:research@cps.edu).

Sincerely,

A handwritten signature in black ink, appearing to read "Sarah Dickson".

Sarah Dickson  
Co-Chair, Research Review Board