

# NECAP Principal/Test Coordinator Questionnaire

## Grades 3-8 & 11      October 2007

**Instructions:** Please mark your answers to the questions below on the Principal/Test Coordinator Questionnaire Answer Sheet in the section labeled for Test Coordinators. Please be sure to write your state, school name, and district name on the answer sheet.

**Note:** The principal/test coordinator only needs to complete ONE questionnaire for the school.

1. How would you rate the system for acquiring additional student labels?
  - A. The system worked well.
  - B. The system was somewhat confusing.
  - C. I chose not to use the system.
  - D. I did not need to acquire additional student labels.
  - E. I did not know about the system for acquiring additional student labels.
  
2. Please rate the quality of the logistics associated with the receipt of materials (timeliness, consistency between Materials Summary form and actual received inventory, etc.).
  - A. Very good
  - B. Good
  - C. Adequate
  - D. Poor
  
3. Please rate the NECAP Service Center (responsive, polite personnel).
  - A. Very Good
  - B. Good
  - C. Adequate
  - D. Poor
  - E. Did not use the NECAP Service Center
  
4. Please rate the logistics associated with the return of test materials (clear directions and procedures, etc.).
  - A. Very good
  - B. Good
  - C. Adequate
  - D. Poor
  
5. Who functions as the NECAP test coordinator in your school?
  - A. principal or assistant principal
  - B. guidance counselor
  - C. teacher
  - D. other
  
6. Which test administration workshop did you attend?
  - A. workshop for more experienced test coordinators
  - B. workshop for new test coordinators
  - C. I did not attend a workshop.
  - D. I did not know there were workshops.

**Please turn page over for additional questions.**

7. How well did the level of information provided at the workshop for more experienced test coordinators meet your needs?
- A. It was insufficient.
  - B. It was adequate.
  - C. It was more than is necessary.
  - D. I did not attend the workshop for more experienced test coordinators.
8. How well did the level of information provided at the workshop for new test coordinators meet your needs?
- A. It was insufficient.
  - B. It was adequate.
  - C. It was more than is necessary.
  - D. I did not attend the workshop for new test coordinators.
9. Please rate the *Principal/Test Coordinator Manual* (clear, comprehensive, etc.).
- A. Very good
  - B. Good
  - C. Adequate
  - D. Poor
10. Which statement best describes the implementation of the grade 3–8 *NECAP Grade Level Expectations (GLEs)* or the High School *Grade Span Expectations (GSEs)* for reading, mathematics and writing in your school?
- A. The *GLEs* or *GSEs* have been fully integrated into the program of study at our school.
  - B. Our school is working on the implementation of *GLEs* or *GSEs*, but they are not yet totally integrated.
  - C. Our school is just beginning the implementation of *GLEs* or *GSEs*.
  - D. We have not started to integrate the *GLEs* or *GSEs* with the program of study at our school.
  - E. We do not intend to integrate the *GLEs* or *GSEs* with the program of study at our school.
11. Which best describes the test administration schedule for grades 3, 4, and 5 in your school?
- A. Students took all sessions of *NECAP* in about 1 week.
  - B. Students took all sessions of *NECAP* in about 2 weeks.
  - C. Students took all sessions of *NECAP* in about 3 weeks.
  - D. My school does not have enrollment at any of these grades.
12. Which best describes the test administration schedule for grades 6, 7, and 8 in your school?
- A. Students took all sessions of *NECAP* in about 1 week.
  - B. Students took all sessions of *NECAP* in about 2 weeks.
  - C. Students took all sessions of *NECAP* in about 3 weeks.
  - D. My school does not have enrollment at any of these grades.
13. Which best describes the test administration schedule for grade 11 in your school?
- A. Students took all sessions of *NECAP* in about 1 week.
  - B. Students took all sessions of *NECAP* in about 2 weeks.
  - C. Students took all sessions of *NECAP* in about 3 weeks.
  - D. My school does not have enrollment at this grade.