

DOCUMENT RESUME

ED 115 867

CE 005 705

TITLE Fall School Head Report--Reporting Booklet 1.0
(Principals/Directors) to the Massachusetts Division
of Occupational Education (Fiscal Year Ending June
30, 1975).

INSTITUTION Management and Information System for Occupational
Education, Winchester, Mass.

SPONS AGENCY Massachusetts State Dept. of Education, Boston. Div.
of Occupational Education.

PUB DATE 30 Jun 75

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005 687-727; Instructions for completing the booklet
are available in CE 005 701

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*Vocational Education

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System Occupational Educa; MISOE

ABSTRACT

The reporting booklet contains the reporting forms which collect basic enrollment, staff, and building facilities data from school heads, viz., principals and/or directors for the Management Information System for Occupational Education (MISOE) Census Data System (CDS). CDS, one of two major subsystems of the integrated management information system, was developed to provide occupational education managers with comprehensive data on which to base rational management decisions. Essentially, CDS contains descriptive information systematically structured in a manner which allows it to be used as a basis for sampling evaluative research studies. CDS collects and stores census data for all school systems offering occupational education programs, including all data formerly collected by the Annual Federal Report for Occupational Information, except followup data. (Author/AJ)

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ED115867

Misoe Number		Due Date
Name of School System		System ID No.
Name of School		School ID No.
Name of Preparer of Report	Title	Telephone

U S DEPARTMENT OF HEALTH,
 EDUCATION & WELFARE
 NATIONAL INSTITUTE OF
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THE COMMONWEALTH OF MASSACHUSETTS

DEPARTMENT OF EDUCATION

FALL SCHOOL HEAD REPORT-REPORTING BOOKLET .1.0
 (Principals/Directors)

to the

DIVISION OF OCCUPATIONAL EDUCATION
 (Fiscal Year Ending June 30, 1975)

CE 005 705

Before filing said statement, the superintendent shall submit it to the chairman of the school committee, who shall countersign it on oath, if, after examination, he finds it correct.
 (General Laws Relating to Education 1970: Chapter 72, Sec. 2A, Item 4, and Sec. 3, Item 2)

I hereby certify that all statements contained in this report are true to the best of my knowledge and belief, and that this is a true statement made under the penalties of perjury.

THE COMMONWEALTH OF MASSACHUSETTS

DEPARTMENT OF EDUCATION

FALL SCHOOL HEAD REPORT-REPORTING BOOKLET 1.0
(Principals/Directors)

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Before filing said statement, the superintendent shall submit it to the chairman of the school committee, who shall countersign it on oath, if, after examination, he finds it correct.
(General Laws Relating to Education 1970: Chapter 72, Sec. 2A, Item 4, and Sec. 3, Item 2)

I hereby certify that all statements contained in this report are true to the best of my knowledge and belief, and that this is a true statement made under the penalties of perjury.

(Date)

Superintendent of Schools

(Date)

Chairman of School Committee

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Table 1.1 Student Enrollment by Department (or Instructional Program Area)

4

3

2

1. Department Name(s) (Program Name)	2.		3.		4.			
	Yes	No	Yes	No	Yes	No		
2. USOE Code(s)								
3. Grade								
4. Level Code								
5. Type Code								
6. Session Code								
7. Exploratory	Yes	No	Yes	No	Yes	No		
8. Cooperative	()	()	()	()	()	()		
9. Workstudy	()	()	()	()	()	()		
10. Enrollment A. Regular B. Disadvantaged C. Handicapped D. Disadvtd. & Handicapped E. Additional	Majority		Minority		Majority		Minority	
	M	F	M	F	M	F	M	F
11. Program Totals								
12. Department Totals								
13. Approved Reimbursement								

Chapter 70

Chapter 70 --- 74 ---

Chapter 70 --- 74 ---

Chapter 70 --- 74 ---

Chapter 70 --- 74 ---

Table 1.1 (Cont'd) Student Enrollment by Department (or Instructional Program Area)

7 Department Name(s) (Program Name)	8		9		10		11
	Yes	No	Yes	No	Yes	No	
2. USOE Code(s)							
3. Grade							
4. Level Code							
5. Type Code							
6. Session Code							
7. Exploratory	Yes	No	Yes	No	Yes	No	Yes
8. Cooperative	()	()	()	()	()	()	()
9. Workstudy	()	()	()	()	()	()	()
10. Enrollment A. Regular B. Disadvantaged C. Handicapped D. Disadvtd. & Handicapped E. Additional	Majority	Minority	Majority	Minority	Majority	Minority	Majority
	M	M	M	M	M	M	M
	F	F	F	F	F	F	F
11. Program Totals							
12. Department Totals							
13. Approved Reimbursement	Chapter 70	74	Chapter 70	74	Chapter 70	74	Chapter 70

Table I.1 (Cont'd) Student Enrollment by Department (or Instructional Program Area)

	13	14	15	16	17			
1. Department Name(s) (Program Name)								
2. USOE Code(s)								
3. Grade								
4. Level Code								
5. Type Code								
6. Session Code								
7. Exploratory	Yes	No	Yes	No	Yes			
8. Cooperative	()	()	()	()	()			
9. Workstudy	()	()	()	()	()			
10. Enrollment	Majority		Minority		Majority		Minority	
	M	F	M	F	M	F	M	F
A. Regular								
B. Disadvantaged								
C. Handicapped								
D. Disadvtd. & Handicapped								
E. Additional								
11. Program Totals								
12. Department Totals								
13. Approved Reimbursement	Chapter 70	74	Chapter 70	74	Chapter 70			

Table I.1 (Cont'd) Student Enrollment by Department (or Instructional Program Area

25 Department Name(s) 1. (Program Name)	26	27	28	29	Yes		No		Yes		No		Yes		No	
					M	F	M	F	M	F	M	F	M	F	M	F
2. USOE Code(s)																
3. Grade																
4. Level Code																
5. Type Code																
6. Session Code																
7. Exploratory																
8. Cooperative																
9. Workstudy																
10. Enrollment A. Regular B. Disadvantaged C. Handicapped D. Disadvtd. & Handicapped E. Additional																
11. Program Totals																
12. Department Totals																
13. Approved Reimbursement																

Table 1.1 (Cont'd) Student Enrollment by Department (or Instructional Program Area

	31	32	33	34	35
1. Department Name(s) (Program Name)					
2. USOE Code(s)					
3. Grade					
4. Level Code					
5. Type Code					
6. Session Code					
7. Exploratory	Yes	No	Yes	No	Yes
8. Cooperative	()	()	()	()	()
9. Workstudy	()	()	()	()	()
10. Enrollment	Majority M F	Minority M F	Majority M F	Minority M F	Majority M F
A. Regular					
B. Disadvantaged					
C. Handicapped					
D. Disadvtd. & Handicapped					
E. Additional					
11. Program Totals					
12. Department Totals					
13. Approved Reimbursement	Chapter 70 ___ 74 ___	Chapter 70 ___ 74 ___	Chapter 70 ___ 74 ___	Chapter 70 ___ 74 ___	Chapter 70 ___

Table 1.1 (Cont'd) Student Enrollment by Department, (or Instructional Program Area)

Department Name(s) 1. (Program Name)	37	38	39	40	41
2. USOE Code(s)					
3. Grade					
4. Level Code					
5. Type Code					
6. Session Code					
7. Exploratory	Yes	No	Yes	No	Yes
8. Cooperative	()	()	()	()	()
9. Workstudy	()	()	()	()	()
10. Enrollment	Majority	Minority	Majority	Minority	Majority
	M F	M F	M F	M F	M F
A. Regular					
B. Disadvantaged					
C. Handicapped					
D. Disadvtd. & Handicapped					
E. Additional					
11. Program Totals					
12. Department Totals					
13. Approved Reimbursement	Chapter 70	74	Chapter 70	74	Chapter 70

Table 1.1 (Cont'd) Student Enrollment by Department (or Instructional Program Area)

49	50	51	52	53	Yes		No		Majority		Minority		Majority		Minority		
					M	F	M	F	M	F	M	F	M	F	M	F	
Department Name(s) 1. (Program Name)																	
2. USOE Code(s)																	
3. Grade																	
4. Level Code																	
5. Type Code																	
6. Session Code																	
7. Exploratory																	
8. Cooperative																	
9. Workstudy																	
10. Enrollment																	
A. Regular																	
B. Disadvantaged																	
C. Handicapped																	
D. Disadvtd & Handicapped																	
E. Additional																	
11. Program Totals																	
12. Department Totals																	
13. Approved Reimbursement																	

Table 1.1 (Cont'd) Student Enrollment by Department (or Instructional Program Area

Department Name(s) (Program Name)	56		57		58		59					
	Yes	No	Yes	No	Yes	No	Yes	No				
1. USOE Code(s)												
2. Grade												
3. Level Code												
4. Type Code												
5. Session Code												
6. Exploratory												
7. Cooperative												
8. Workstudy												
10. Enrollment	Majority		Minority		Majority		Minority		Majority		Minority	
	M	F	M	F	M	F	M	F	M	F	M	F
A. Regular												
B. Disadvantaged												
C. Handicapped												
D. Disadvtd. & Handicapped												
E. Additional												
11. Program Totals												
12. Department Totals												
13. Approved Reimbursement												

Chapter 70 74 Chapter 70 74 Chapter 70 74 Chapter 70 74

Misc Number

Table 1.11 Total School Enrollment and Occupational Enrollment by Grade

	Grade	School Enrollment			Occupational Enrollment		
		Male	Female	Grade Total	Male	Female	Grade Total
1	9						
2	10						
3	11						
4	12						
5	Secondary Total						
6	13						
7	14						
8	Post-Secondary Total (Non-Community College)						
9	Adult Total						

Table 1.12 Total Community College/Junior College Enrollment & Occupational Enrollment

	Grade	School Enrollment			Occupational Enrollment		
		Male	Female	Grade Total	Male	Female	Grade Total
1	13						
2	14						

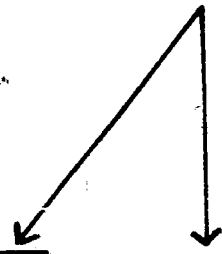
1	9						
2	10						
3	11						
4	12						
5	Secondary Total						
6	13						
7	14						
8	Post-Secondary Total (Non-Community College)						
9	Adult Total						

Table 1.12 Total Community College/Junior
College Enrollment & Occupational Enrollment

	1	2	3	4	5	6	7
Grade	School Enrollment			Occupational Enrollment			
	Male	Female	Grade Total	Male	Female	Grade Total	
1							
2							
3							
4							

Table 1.2 School Administrative Staff

Line	Title	2		3		4		5		6		7		8 Total (undupl.)
		Secondary		Post Secondary		Adult		Total		Total		Total		
		Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time	
1	Director													
2	Supervisor													
3	Guidance													
4	Other													
5	Total (Unduplicated)													



Total Unduplicated Count
At All Levels and Positions

MISOE number

Table 1.3 Occupational Teacher & Department Head Staff Survey: Staff Characteristics

		2	3
1	Teacher or Department Head Name		
2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? * Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years In Present School System		
13	Years Employed In Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching	Teaching Day Admin.	

2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years In Present School System		
13	Years Employed In Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching and/or administrative duties	Teaching	
		Day Admin.	
		Teaching	
		Evening Admin.	
		Summer Admin.	

MISOE number

Table 1.3 Occupational Teacher & Department Head Staff Survey: Staff Characteristics

	11	12	13
1	Teacher or Department Head Name	/	/
2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest Level of Educational Attainment		
12	Years in Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; No=2		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for Teaching		

2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years In Present School System		
13	Years Employed In Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching and/or administrative duties	Teaching	
		Day Admin.	
		Teaching	
		Evening Admin.	
		Teaching	
		Summer Admin.	

2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							

MISOE number

Table 1.3 Occupational Teacher & Department
Head Staff Survey: Staff Characteristics

	21	22	23
1	Teacher or Department Head Name		
2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years in Present School System		
13	Years Employed In Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
		Teaching	
20	Enter extra pay received for additional teaching	Day Admin.	

2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years in Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching and/or administrative duties	Teaching	
		Day Admin.	
		Teaching	
		Evening Admin.	
		Teaching	
		Summer Admin.	

MISOE number

Table 1.3 Occupational Teacher & Department Head Staff Survey: Staff Characteristics

31

32

33

		/	/
1	Teacher or Department Head Name	/	/
2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years in Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching	Teaching	
		Day Admin	

2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years in Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching and/or administrative duties	Teaching	
		Day Admin.	
		Teaching	
		Evening Admin.	
		Teaching	
	Summer Admin.		

Table 1.3 (Cont'd) Occupational Teacher & Department Head Staff Survey: Staff Characteristics

	34	35	36	37	38	39	40
1							
2							
3							
4							
5							
6							
7							
8							
9							
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11						
12						
13						
14						
15						
16						
17						
18						
19						
20						

USOE number

Table 1.3 Occupational Teacher & Department Head Staff Survey: Staff Characteristics

	41	42	43
1	Teacher or Department Head Name	/	/
2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years in Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching	Teaching	

1	Teacher or Department Head Name		
2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years In Present School System		
13	Years Employed In Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching and/or administrative duties	Teaching	
		Day Admin.	
		Teaching	
		Evening Admin.	
		Teaching	
		Summer Admin.	

MISOE number

Table 1.3 Occupational Teacher & Department Head Staff Survey: Staff Characteristics

51

52

53

		/	/
1	Teacher or Department Head Name		
2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years in Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching	Teaching	
		Day Adm'n.	

1	Teacher or Department Head Name		
2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years in Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching and/or administrative duties	Teaching	
		Day Admin.	
		Teaching	
		Evening Admin.	
		Teaching	
		Summer Admin.	

MISOE number

Table 1.3 Occupational Teacher & Department Head Staff Survey: Staff Characteristics

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		/	/
1	Teacher or Department Head Name		
2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years in Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching	Teaching	

2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years in Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching and/or administrative duties	Teaching	
		Day Admin.	
		Teaching	
		Evening Admin.	
		Teaching	
		Summer Admin.	

MISOE number

Table 1.3 Occupational Teacher & Department
Head Staff Survey: Staff Characteristics

	71	72	73
1	Teacher or Department Head Name		
2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years In Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching.	Teaching Day Admin.	

1	Teacher or Department Head Name		
2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years in Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching and/or administrative duties	Teaching	
		Day Admin.	
		Teaching	
		Evening Admin.	
		Teaching	
		Summer Admin.	

Table 1.3 (Cont'd) Occupational Teacher & Department
Head Staff Survey: Staff Characteristics

	74	75	76	77	78	79	80
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							

2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							

MISOE number

Table 1.3 Occupational Teacher & Department Head Staff Survey: Staff Characteristics

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		/	/
1	Teacher or Department Head Name		
2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years in Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching	Teaching	
		Day	

2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years In Present School System		
13	Years Employed In Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching and/or administrative duties	Teaching	
		Day Admin.	
		Teaching	
		Evening Admin.	
		Teaching	
		Summer Admin.	

MISOE number

Table 1.3 Occupational Teacher & Department
Head Staff Survey: Staff Characteristics

91

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93

1	Teacher or Department Head Name		
2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years in Present School System		
13	Years Employed in Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	
		Summer Session	
20	Enter extra pay received for additional teaching	Teaching	
		Day Admin	

2	Social Security Number		
3	Certification Number		
4	Department USOE Code		
5	Teacher=1; Teacher Aide=2; Dept.Head=3		
6	Full Time=1; Part Time=2		
7	Sex: Male=1; Female=2		
8	Race: Majority=1 Minority=2		
9	Age		
10	Does this teacher teach in more than one school? Yes=1 No=2		
11	Highest level of Educational Attainment		
12	Years In Present School System		
13	Years Employed In Trade Now Teaching		
14	Years of Teaching Experience		
15	Occupational Teaching Status		
16	Does this member have tenure? Yes=1; 2=No		
17	Annual Contract Salary		
18	Indicate sessions in which this member teaches. 1=Day 2=Evening 3=Summer		
19	If member devotes part of work week to administrative duties, indicate percentage of time in appropriate row.	Day Session	
		Evening Session	X
		Summer Session	
20	Enter extra pay received for additional teaching and/or administrative duties	Teaching	
		Day Admin.	
		Teaching	
		Evening Admin.	
		Teaching	
		Summer Admin.	

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Misc Number

Table J.4 Capacity of Instructional Area for Occupational Education

1 Room Number or Name	2 Room Type		3 Floorspace	4 Seating	5 Code of Department Assigned to	6 Used by Other Department	
	L/S	C	(Sq. Ft.)	Capacity	Room -	Yes	No
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							

Room Number or Name			(Sq. Ft.)	Capacity	Department Assigned to Room	Department	
	L/S	C				Yes	No
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
Totals							

Table 1.4 (Cont'd) Capacity of Instructional Area for Occupational Education

7 Room Number or Name	8 Room Type		9 Floorspace (Sq.Ft.)	10 Seating Capacity	11 Code of Department Assigned to Room	12 Used by Other Department	
	L/S	C				Yes	No
26							
27							
28							
29							
30							
31							
32							
33							
34							
35							
36							
37							
38							
39							
40							
41							
42							
43							
44							
45							
46							

Room Number or Name			(Sq.Ft.)	Capacity	Department Assigned to Room	Department	
	L/S	C				Yes	No
26							
27							
28							
29							
30							
31							
32							
33							
34							
35							
36							
37							
38							
39							
40							
41							
42							
43							
44							
45							
46							
47							
48							
49							
50							
Totals							

71

Miso Number

Table 1.4 (Cont'd) Capacity of Instructional Area for Occupational Education

13		14		15	16	17	18	
Room Number or Name	Room Type		Floorspace (Sq. Ft.)	Seating Capacity	Code of Department Assigned to Room	Used by Other Departments		
	L/S	C				Yes	No	
51								
52								
53								
54								
55								
56								
57								
58								
59								
60								
61								
62								
63								
64								
65								
66								
67								
68								
69								
70								
71								

Room Number or Name	L/S	C	(Sq. Ft.)	Capacity	Room	Yes	No
51							
52							
53							
54							
55							
56							
57							
58							
59							
60							
61							
62							
63							
64							
65							
66							
67							
68							
69							
70							
71							
72							
73							
74							
75							
Totals							

Table 1.4 (Cont'd) Capacity of Instructional Area for Occupational Education

19		20		21	22	23	24	
Room Number or Name		Room Type		Floorspace (Sq. Ft.)	Seating Capacity	Code of Department Assigned to Room	Used by Other Departments	
		L/S	C				Yes	No
75								
77								
78								
79								
80								
81								
82								
83								
84								
85								
86								
87								
88								
89								
90								
91								
92								
93								
94								
96								

Room Number or Name			(Sq. Ft.)	Capacity	Department Assigned to Room		
	L/S	C				Yes	No
76							
77							
78							
79							
80							
81							
82							
83							
84							
85							
86							
87							
88							
89							
90							
91							
92							
93							
94							
95							
96							
97							
98							
99							
100							
Totals							

75

Table 1.41 Total Capacity of School Instructional Area

1 Instructional Areas	2 Number of Rooms	3 Floorspace Area (Sq. Ft.)
1. Laboratory/Shop Areas		
2. Classroom Areas		
3. Totals		