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ABSTRACT

THE QUESTIONNAIRE REPRODUCED HERE IS TO BE COMPLETED IN PART BY THE SCHOOL SUPERINTENDENT AND IN PART BY THE SCHOOL PRINCIPAL. IT REFLECTS THE CRITERIA USED IN THE SELECTION OF A SCHOOL FOR PARTICIPATION IN INDIVIDUALLY PRESCRIBED INSTRUCTION (IPI). ADMINISTRATIVE COMMITMENT, TEACHER COMMITMENT, WILLINGNESS FOR RETRAINING OF TEACHERS AND ADMINISTRATORS, AND WILLINGNESS FOR PARTICIPATION IN RESEARCH ARE SURVEYED, AS WELL AS THE PAST HISTORY OF THE SCHOOL IN TERMS OF ITS READINESS FOR INDIVIDUALIZED INSTRUCTION. (JY)

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INDIVIDUALLY PRESCRIBED INSTRUCTION

January 1968

The attached application information is to be completed before April 1
and returned to:

Dr. Robert G. Scanlon
Director - Instructional Systems
Research for Better Schools
121 South Broad Street
Philadelphia, Pa. 19107

Criteria for selecting schools for participation in Individually Prescribed Instruction is reflected in the application. The criteria used is the following:

1. Administrative commitment - By this we mean, a self-study on the part of the local administration, gaining first-hand knowledge about the essential elements of Individually Prescribed Instruction and understanding some of the financial implications that each of these elements has. We then ask the administration to be able to say that they indeed can support, not only in philosophy, but financially, this project.
2. Teacher commitment - We sincerely believe that the teachers of any given school have the same right that the administration has in investigating a new instructional system that's to be used in their schools. Therefore, we ask that the faculty, or at least faculty representation, have an opportunity to visit our demonstration school and talk to other teachers and be involved in the basic decision as to whether their school will or will not become an IPI school.
3. An understanding of the need for both administrative and teacher retraining. The understanding must include the kind of training that's involved, the time needed for such training, etc.
4. Participation in research - Both the teachers and the administration should know quite clearly the kinds of research questions that are being asked, the kinds of data that will be collected, the need for attitude surveys of both teachers and students, additional achievement testing, etc.
5. Uniqueness of situation - Here, we try to take into consideration the past history of any given school in terms of their own readiness activities for individualization. In the situations where we have applied the criteria and have held to at least the first four, we have found that the success level is indeed high.

Please note: A section of the application is to be completed by the Superintendent (Part II), while Part III is to be completed by the Principal.

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IPI Application Part 1: Arithmetic Classes

<u>Grade</u>	<u>Number of Arithmetic Classes</u>	<u>Number of Arithmetic Teachers</u>
1		
2		
3		
4		
5		
6		

Non-Graded
(Specify Grades)

Other (Specify)

Comments:

IPI Application Part 1: Pupil Enrollment by Grade

<u>Grade</u>	<u>Boys</u>	<u>Girls</u>	<u>Total</u>
K			
1			
2			
3			
4			
5			
6			
Non-Graded (Specify Grades)			
Special			
Other (Specify)			
<hr/>			
Total			

IPI Application Part II: Superintendent

Knowledge of the IPI System

1. Have you read the following IPI literature?:

a. "The Project for Individually Prescribed Instruction,"
C. M. Lindvall and John O. Bolvin

yes no

b. "Rationale and Philosophy of the Oakleaf Mathematics
Continuum," Joseph I. Lipson

yes no

c. The IPI Manual

yes no

d. Other (specify):

2. Have you discussed IPI with:

a. An RBS staff member?
Who?

yes no

b. Another Regional Education Lab representative?
Who?

yes no

c. An LRDC staff member?
Who?

yes no

d. Other? (specify)

yes no

3. Have you or a representative from your office visited an
IPI demonstration school?

yes no

Who? _____

When? _____

Where? _____

How Long? _____

IPI Application Part II: Superintendent

4. Have other people in the district visited an IPI demonstration school? _____ _____
yes no
- a. Board members? (# _____) _____ _____
yes no
- b. Principal of the selected IPI school? _____ _____
yes no
- c. Teachers from the selected IPI school? (# _____) _____ _____
yes no
- d. Others? (specify) _____ _____
yes no
- _____
- _____
- _____
5. Have you acquainted the following people with information about IPI? _____ _____
- a. School Board members? _____ _____
yes no
- b. Principal of selected IPI school? _____ _____
yes no
- c. Teachers from selected IPI school? _____ _____
yes no
- d. Others? (specify) _____ _____
yes no
6. List the methods you have used to acquaint the above with IPI: _____ _____
- a. Reading materials? (specify) _____ _____
yes no
- _____
- _____
- b. Building meetings? _____ _____
yes no
- c. Visitations to IPI demonstration schools? _____ _____
yes no
- d. Individual conferences? _____ _____
yes no
- e. Other? (specify) _____ _____
yes no

IPI Application Part II: Superintendent

Requirements of the IPI System - Program Requirements

1. Are you aware of the following program requirements?

a. A schedule which:

(1) Allows teachers time to write prescriptions

yes no

(2) Allows teachers time to plan at grade level meetings

yes no

(3) Allows principal to attend all grade level meetings

yes no

(4) Allows principal some participation in classes weekly

yes no

(5) Makes use of teacher aides

yes no

(6) Makes use of extra professional staff

yes no

b. Pupil freedom to move through the building to:

(1) Carry out prescriptions

yes no

(2) Obtain materials

yes no

(3) Take work to be scored

yes no

c. Space for an IPI materials center

yes no

d. IPI materials and shelving

yes no

e. Additional personnel if necessary

yes no

Training Requirements

1. Are you aware of the following training requirements?

a. Three-week training session for principal during the school year.

yes no

b. 50-75 hours of teacher training during the summer

yes no

IPI Application Part II: Superintendent

c. Students to work with during teacher training sessions.

yes no

d. Sets of RBS teacher training materials

yes no

e. Visitation to an IPI demonstration school by the principal and representative teachers

yes no

Research Requirements

Are you aware of the following research requirements?

Cooperation in providing data in order to answer research questions.

yes no

Cost Requirements

Are you aware of the following cost requirements?

1. Additional per pupil expenditure made up of:
(See attached simulated budget.)

a. Consummable materials

yes no

b. Permanent shelving

yes no

c. Additional staff if necessary

yes no

d. Data processing

yes no

2. Training costs for staff:

a. Travel, room and board during three-week training program for principal

yes no

b. Substitute principal salary

yes no

c. Salary for teachers and principal during 50-75 hours of summer training

yes no

IPI Application Part II: Superintendent

4. Have the teachers expressed a willingness to cooperate in the training, implementing of IPI in the classroom and in carrying out the research effort?

yes no

5. Have the teachers in the building been given the option of not teaching in the IPI school?

yes no

IPI Application Part III: Principal

Knowledge of IPI System

1. Have you read the following IPI literature?

a. "The Project for Individually Prescribed Instruction," C.M. Lindvall and John O. Bolvin?

yes no

b. "Rationale and Philosophy of the Oakleaf Mathematics Continuum," Joseph I. Lipson?

yes no

c. The IPI Manual?

yes no

d. Others? (specify)

yes no

2. Have you discussed IPI with:

a. The superintendent?

yes no

b. An RBS staff member?

yes no

Who? _____

c. Another regional education lab representative?

yes no

Who? _____

d. An LRDC staff member?

yes no

Who? _____

e. Others? (specify)

yes no

IPI Application Part III: Principal

3. Have you and members of your staff visited an IPI demonstration school?

yes no

Who? _____

When? _____

Where? _____

How long? _____

4. Have you acquainted all your staff members with information about IPI?

yes no

5. List the methods you have used to acquaint your staff with IPI:

a. Reading materials? (specify)

yes no

b. Building meetings?

yes no

c. Visitations to IPI demonstration schools?

yes no

d. Individual conferences?

yes no

e. Other? (specify)

yes no

IPI Application Part III: Principal

Requirements of the IPI System

Program Requirements

Are you aware of the following program requirements?

- | | | |
|---|-------------------|-------------------|
| 1. A schedule which: | | |
| a. Allows teachers time to write prescriptions? | <u> </u> | <u> </u> |
| | yes | no |
| b. Allows teachers time once each week to plan at grade level meetings? | <u> </u> | <u> </u> |
| | yes | no |
| c. Allows for principal's participation in classrooms prior to planning sessions? | <u> </u> | <u> </u> |
| | yes | no |
| d. Allows for principal's attendance at weekly grade level planning sessions? | <u> </u> | <u> </u> |
| | yes | no |
| e. Makes use of teacher aides in IPI? | <u> </u> | <u> </u> |
| | yes | no |
| f. Makes use of additional professional personnel? | <u> </u> | <u> </u> |
| | yes | no |
| 2. Principal's analysis of sample teacher prescriptions? | <u> </u> | <u> </u> |
| | yes | no |
| 3. Principal's supervision of teacher aides? | <u> </u> | <u> </u> |
| | yes | no |
| 4. Pupil freedom to move through the building to: | | |
| a. Carry out prescriptions? | <u> </u> | <u> </u> |
| | yes | no |
| b. Obtain materials? | <u> </u> | <u> </u> |
| | yes | no |
| c. Take work to be scored? | <u> </u> | <u> </u> |
| | yes | no |

IPI Application Part III: Principal

5. Organization of space for:

a. Materials center?

yes no

b. Teacher planning and prescription writing?

yes no

c. Aides work area?

yes no

6. Organization of materials?

yes no

Training Requirements

Are you aware of the following training requirements?

1. Three week training session for principal during the school year?

yes no

2. 50-75 hours of teacher training during the summer?

yes no

3. Principal's leadership during teacher training?

yes no

4. Students to work with during teacher training?

yes no

5. Use of RBS teacher training materials?

yes no

6. Visitation to an IPI demonstration school by principal and representative teachers?

yes no

Research Requirements

Are you aware of the following research requirement?

Cooperation in providing data in order to answer the research questions?

yes no

IPI Application Part III: Principal

Commitment to the IPI System and Its Requirements

1. Are you willing to implement all the requirements outlined above?

yes no

If not, specify those you cannot fulfill:

Program: _____

Training: _____

Research: _____

2. Do you feel comfortable with: the organization of the school, communication with the staff, and research effort which is necessary?

yes no

If not, specify particular difficulty:

3. Have the teachers expressed a willingness to cooperate in the training, implementing of IPI in the classroom and in carrying out the research effort?

yes no

4. Have the teachers in the building been given the option of not teaching in the IPI school?

yes no