ED 110 470

88

TM 004 741

AUTHOR Martin, Cecil

TITLE Project PRIMES (Progress Research in Meeting Elementary Standards) ESEA Title III Instrument to

Elementary Standards, ESEA Title III Instrument to Evaluate Standards I and II of the Minimum Standards. For Ohio Elementary Schools: Statutory Requirements

Organization and Administration.

INSTITUTION Columbus Public Schools, Ohio. Dept. of Evaluation, Research, and Planning.

SPONS AGENCY Bureau of Elementary and Secondary Education

(DHEW/OE), Washington, D.C.

PUB DATE May 74
NOTE 21p.; For related documents, see TM 004 742, 743, 744

and 745

EDRS PRICE MF-\$0.76 HC-\$1.58 PLUS POSTAGE

DESCRIPTORS Curriculum Evaluation; Elementary Education;

*Elementary Schools; Parent Attitudes; *Questionnaires; *School Administration; School Law;

*School Organization; *State Standards; Teacher Attitudes

IDENTIFIERS Elementary Secondary Education Act Title III; ESEA Title III; Ohio; *Project PRIMES

ABSTRACT

The Project PRIMES (Progress Research in Meeting Elementary Standards) System examines elementary schools in light of minimum standards set by the Ohio State Department of Education. This evaluation instrument is divided into the following five sections:

(1) Policies and Procedures, (2) School Records and Reports, (3) Instruction, (4) Statements of Philosophy and Objectives, and (5) Statutory Requirements. Respondents indicate the degree to which a stated condition exists in the schools and to what degree they think that condition should exist. Also included are a teacher questionnaire and a parent reaction form. (RC)

^{*} Documents acquired by ERIC include many informal unpublished * materials not available from other sources. ERIC makes every effort

^{*} to obtain the best copy available. nevertheless, items of marginal * reproducibility are often encountered and this affects the quality

^{*} of the microfiche and hardcopy reproductions ERIC makes available * via the ERIC Document Reproduction Service (EDRS). EDRS is not

^{*} responsible for the quality of the original document. Reproductions *
* supplied by EDFS are the best that can be made from the original. *

Project PRIMES

(Progress Research in Meeting Elementary Standards)

ESEA Title III

Instrument to Evaluate
Standards I and II of the Minimum Standards for Ohio Elementary Schools:
Statutory Requirements
Organization and Administration

PERMISSION TO REPRODUCE THIS COPY. RIGHTED MATERIAL HAS BEEN GRANTED BY

ROBERT T ROLG SKY
TO ERIC AND ORGANIZATIONS OPERATING UNDER AGREEMENTS WITH THE NATIONAL INSTITUTE OF EDUCATION FURTHER REPRODUCTION OUTSIDE THE ERIC SYSTEM REOUIRES PERMISSION OF THE COPYRIGHT OWNER

US DEPARTMENT OF HEALTH. EDUCATION & WELFARE

EDUCATION A WELFARE

HIS DOCUMENT HAS BEEN REPRO
DUCED EXACTLY AS RECEIVED FROM
THE PERSON OF ORGANIZATION ORIGIN
ATING SO FOR THE PERSON OF VIEW OR OPINIONS
STATED DO NOT NECESSARILY REPRE
SENT OFFICIAL MATIONAL INSTITUTE OF
EDUCATION POSITION OR POLICY

TN 004 741

Developed by: Cecil Martin, Evaluation Specialist

Under the Direction of:
Dr. Damon Asbury, Director
Department of Evaluation, Research, and Planning

Under the Supervision of: Dr. Dale Baker Supervisor, Project PRIMES Columbus Public Schools

May, 1974

@ Columbus City School District 1974

Steering Committee for Instrument Development

Mr. Thomas Fletcher, Principal, Duxberry Park, Columbus Public Schools
Mrs. Edna Golden, State Department of Education, Columbus, Ohio
Mr. Klaus Hermann, Principal, Smith Road School, Columbus Public Schools
Mr. Paul James, Principal, Linden School, Columbus Public Schools
Mrs. Evelyn Jones, Principal, Eastgate School, Columbus Public Schools
Miss Elaine Leach, Area Principal, Columbus Public Schools
Mr. Ronald Leithe, Principal, Douglas School, Columbus Public Schools
Brother Paul Sibbing, Diocesan Central Office, Columbus, Ohio
Dr. Frederick Staub, Ohio State University, Columbus, Ohio

- DIRECTIONS

This instrument is divided into the following five sections:

Section I - Policies and Procedures Section II - School Records and Reports

Section III - Instruction

Section IV - Statements of Philosophy and Objectives

Section V - Statutory Requirements . .

In each section of the instrument, the items are listed in the middle column.

The column to the left of the item column is headed with these words:

Does

This Condition Exist?

If you believe the condition stated in the item does exist, check the box in the response column which represents your feeling; e.g.,

Yes	No	Only To A Limited Degree	No Knowledge
·		. П	1 🗆 .

The column to the right of the item column is headed with these words:

Should

This Condition Exist?

If you believe the condition stated in the item should exist, check the box in the response column which represents your Teeling, e.g.,

Yes	No	Only To A Limited Degree	No Opinion
	4	. 🗆	

. , , .	4
Does This Condition Exist?	Should This Condition Exist?
Yes No Limited Degree Knowledge	Items # Only To A No Limited Degree Opinion
.	Section I - Policies and Procedures
	1. The custodial service provided in this building is efficient and performance is consistent with the pritten policies of the board of education or corresponding governing body.
	2. In this building, system for the periodic
	3. A handbook, guide, or similar publication has been developed in this school system which describes the responsibilities of the principal. a. school principals were given the opportunity to contribute to the development of the policies contained in this handbook or guide.
	4. Teachers, support staff, and the principal are involved in both the formation as well as the implementation of building policies and procedures.
	5. Policies and procedures for this building \(\square\) \(\square\) are reviewed cooperatively by teachers, support staff and the school principal, and recommendations for revisions are accepted for consideration.

1										
	This	<u>Does</u> Condition Exis	st?					This Condition		
Yes	No	Only To A	No Knowledge	Items:			Yes	No Limited I		No inion
			*	Section. II	- School Records	and Reports				
		. 🗆	D.	- which p	ng system exists or provides for an experience of	ficient and	cts.		ا مد	. ,
				of Educ	corts required by ation are transmi					₽.
		4								
					lowing materials	are included in			•	
		· " 🖸	. 🗆		pupil records		П	пп		п
_		. —	·	b)	personnel data		=	I · I		_
L			, N		personner data		· 📙			
Ţ		· .		_ · c)	emergency inform pupils and the s			<u>о</u> п		
. 🗆	I		□.	d)	order and invent	ories of instruc-	· 🗆 .		•	
. 🗆		. 🗆 -	; · 🗆	e)	in-service plant	ing records			. 1	
. \square		. 🗆 -		f),	staff meeting ag	erdas and minutes	s 🗆	d		
		D-,		g)	test information	_	· 🗖	0 0	~	
				h).	self-appraisal s	tudies				Ò.
	. 🗆			4	attendance repor	ts		'. '. '.	-	
	. 🗖	·		, j)-	copies of report Administrative of State Department	ffice and the	. 🗖			··
				6				~	,	· N

This Condition Exist?		Should This Condition Exist?
Yes No Limited Degree Knowledge	<u>Items</u> :	Yes No Limited Degree Opinion
Tes No Elinteed Segree Miowicage	School Records and Reports (Cont'd)	Tes No Elmited begine Opinion
	4. When a child transfers (either within this school system or to another school system), pertinent pupil information is forwarded to the principal of the receiving school.	
	5. The following information is included in the materials package sent to the receiving school: (see item number 4) a) the level of school assignment	,
	(grade level, special class, etc.b) personal datac) health information	
	d) standardized test regults	
	 e) academic progress (grade card and written summary of progress by teacher 	/or
	f) attendance records	

	Thi	Does s Conditi		.7	7						Thi	Should s Condition		?
Yes	No ·	Only T		No Knowledge	<u>Items</u> :					Yes	No	Only To		No Opinion
				•	6. Who	en. a	child trans	orts (Cont's fers from the fol	his school					:
Ü					·		up-to-date	e progress r rd and/or wr teachers)				. ロ		Ó
			-			ь)	a duplicat	e of the im	munization			. 0		
					whi	ich c ry in	ontain the	ned in this following c	ontempo-					
				. 🗆 .			certificat							
П				Ц	*	p)	transcript	s of course	work					
						c)	records of	inservice	participat	ion 🗌				
						d)	a service employment	record show	ing dates o	f 🗍			4	Ō .,
				ο,		e)	mention of awards and	special ac	complishmen	nts		. 🗆		<u> </u>
	Õ	. 🗆				f)	(relative	posted emer or doctor t f illness or	o be notifi					

This Condition Exist?			Should This Condition Exist?				
Yes No Limited Degree Knowledge	Section III - Instruction	Yes	No	Only To A Limited Degree	No Opinion		
	 Committees of elementary and secondary representatives (teachers, principals, etc.) plan together so that all aspects of the educational program are continuous and sequential. 	<u> </u>					
	 For the most part, teachers in this building use large and small blocks of time instead of periods of equal length to accommodate the nature of the learning tasks. 			· '- /·			
	 A directed physical education program is in effect for the pupils within this school. 			· · · · · · · · · · · · · · · · · · ·			
	 Consistent efforts are made to minimize interruptions which cause loss of study and instructional time. 	· 🗆	ı,	· '□	, 🗆		
	5. Regularly scheduled interscholastic athletic contests are discouraged by this school's professional staff.	<u> </u>	D:	· . □			
	6. This school's instructional program provides remedial help in the curriculum areas of mathematics and reading.						

	Thi	Does s Condition Exis	st?			Thi	Should s Condition Exis	t?
Yes	No	Only To A Limited Degree	No Knowledge	Instruction (Cont'd)	Yes	No	Only To A Limited Degree	No Opinion
				7. Teachers provide many enrichment experiences and activities for children in several areas of the instructional program.				
,. □. ,		<u>D</u>		8. A complete elementary grade sequence, (k-6), with fully certificated teachers for all levels, is operational in this school.		□		

Doés This Condition Exist?												Should This Condition Exist?					
Yes	No	Only Limited	To A d Degree	Kno	No wledge	İte	ems t	4	,		Yes	No	Only To A Limited Deg		No Opinion] .	
•			,			Sec		Statements of Objectives	of Philosophy	and					•		
· 🗆						1.	body) has philosophy	adopted a w y and purpos	on (or correst written states ses for eleme jurisdiction.	ment of ntary					<u> </u>		
			"		Ö	2.			ol has a writ						_ '		
. 🗆			<u> </u>			. 3.	appears in		ional philoso one school-pr ion.			_	. 🗅				
. 🗀						4.		opy of the s	building has school's educ		. 🗆						
		•			· 🗆 '	.5.	an orienta	ation sessionetation of	s building, ar on which incl the school				• • ,			(
,			o .		.	6.	the school	l philosophy	ged to implem y by writing their teachin		,		🗆		П.,		
	•			-									1 · Y · · ·				

Does This Condition Exist?∼	Thomas	Should This Condition Exist?					
Yes No Limited Degree Knowledge	Section V - Statutory Requirements	Yes No Limited Degree Opinion					
	 All reports requested by the State Department of Education are prepared and transmitted by the specified deadline. 						
	 The school day consists of at least five hours (exclusive of lunch) which may in- clude up to 30 minutes of recess periods. 						
•	- 3. The course of study in this school includes the following subjects:						
	a. Reading						
	b. Writing						
	c. Spelling						
	d. Oral English						
	e. Written English						
	f. Literature						
	g. Geography						
	hU. S. History						
	1. Ohio History						
	j. U. S. Government						
	k. Mathematics						
	1. Natural Science						
		4 00					

	Thi	<u>Does</u> S Condition Exis	st?							Should This Condition Exist?						
Yes	No	Only To A Limited Degree	No Knowledge	Statut	ory Requirements	(Cont'd)		Yes	No	Only To A Limited Degree	No Opinion					
					Health						<u> </u>					
		. 🗆	. 🗆 .	n.	Physical Educa	tion										
				0.	Fine Arts											
		` □		р.	Music					•						
			. 🗆	q.	First Aid		*			. 🗆 -	. 🖂					
	Ū,	. 🗆 :		r.	Safety		~									
			□.	s.	Fire Prevention	n		. '		. 🗀						
			-	af sh	udents are admit ter written evid owing immunizati llowing diseases	ence is pres on against t	sented			. , -	į					
		\Box .		a.	Poliomyelitis	4		. \Box								
			, D	ь.	Small Pox			: 📮								
			. 0 1	Ç.	'Rubeola					· □.						
				, d.	Diphtheria	*	1	. \square								
		, <u> </u>		e.	Rubella		*		□.,	Õ	ΙД.					
				f.	Pertussis					, 🗆						
\Box			, 🗆	g.	Tetanus			, 🗆		. · °						

Does This Condition Exist?		Should This Condition Exist?						
Yes No Limited Degree Knowledge	Statutory Requirements (Cont'd)	Yes	No	Only To A Limited Degree	No Opinion			
	5. The United States flag is displayed over, near or within the school during each day school is in session.							
	6. If this school receives more than \$50.00 a year through a student activity program the monies are paid into an activity fund established by the local board of educations.		E.		. 🗆			
	7. This school is open for instruction at least 180 days a year unless this require ment is waved by the state Superintendent of Public Instruction.			· · · · · · · · · · · · · · · · · · ·				
	 A membership record is kept by grade leve which shows the following information for each pupil: 							
	a. Name of Pupil b. Birthdate c. Name of Parent d. Date Entered School e. Date Withdrawn From School f. Days Present g. Days Absent h. Number of days school was open while the pupil was enrolled.		00000000					

This Condition Exist?].			Thi	<u>Sho</u> s Condit		st?
Yes No	Only To A Limited Degree	No Knowledge	Sta	atutory Requirements (Cont'd)	Yes	No	Only Limited		No Opinion
			9.	At the end of each school year, membership records show:				,	
.0/0				a. Total Days Present)		. 🗆
口心		. 🗅		b. Total Days Absent			1		* 🔲
				c. Total days due for all pupils in all grades					ο.
□ □ >		. 🗆	10.	The entrance age for children to this school is six years of age by September 30th or admission by early entrance testing.					
			11.	This school is inspected semi- annually by the Board of Health to evaluate sanitary conditions.			. 1	٦.	- ;
		. 🗆	12.	Fire drills are conducted in this		-			1

Evaluation of Standards I and II: Organization and Administration Statutory Requirements

Teacher Questionnaire

1.	How would	you rate the over	rall cu	ustodial serv	ices provi	ded in thi	s school?
,	,	Excellent _					
		Good					
		Average _		(Please Che	ck)		
		Fair _	*				
		Poor _			4		
2.		rs in your buildir lines school polic					ublication
		· , Yes	_	No			
	If you ans	swered "no," do yo	u feel	that such a	handbook v	would be us	seful?
		Yes	_	No			
3.		el that teachers i of building polic				e input in	to the
		Yes ,	<u>r</u>	-			
		No	. —	_	67		
		Only to a limited degre	e	_			1
		No Opinion			948		(
4.		policies and pro aff and the school					ners,
		Yes				,	
		No			1.0	•	
	6 T	Only to a limited degree					
		No Opinion		. ,			4

5.	To your knowledge, de					
•	(teachers, principals of the school program				nat all	aspects
		,		04		
	Yes				,	
	No .					
•)Don't Know	·			*	
5.	Which of the following in the classroom?	ng two time manage	ement plans o	lo you use	for ins	truction
-	a. Large and s	small blocks of th	me			
	b. Periods of		42			
	What are some of the		5	Carlot Su		
	a					.,*
	, -			0		
	b.		7			
						,
3.	Do you have a copy of	f the school's phi	losophy on e	ducation?		
	P Yes _	-No				
9.	Did you help in the w		ision of thi	s philoso	hy?	
	Yes _	No				
		· ·	L			•
		1				

10.	Please check those subjects which you teach in your classroom.	Please check those subjects in which you provide remedial help for student.	Please check those subjects in which you provide enrich- ment lessons or experiences for
			students.
Reading			
Writing	,		
Spelling	•		
Oral English			
Written English			
Literature		7.	
Geography	٠,٠		
U. S. History		·	*
Ohio History		4	
U. S. Government		w.	
Mathematics	,		•
Natural Science			
Health			
Physical Education		·	
Fine Arts	(,	-	
Music			
First Aid	·		
Safety	•		r
Fire Prevention			

PARENT REACTION FORM

The following questions relate to the organization and administration of this school. Your opinion will be most valuable to the staff in evaluating this aspect of our school program.

.1.

						100
w would you rate th	e <u>outside</u> app	earance o	f the scl	nool and	grounds	57
		· — '				
	excellent					
	good _	ш				
11	average					
(Check one)	average	. —				
(Gleck one)	fair				£	
		_				
	poor			1	1.	
				1	7	
•	no opinion	ш		1) -	
	, ;	,	<u> </u>		1	1
Specifi	c Comment or	Suggestion	for Imr	rovemen		_
/a						-
1						
1						
*				- N		
would you rate th	e inside app	earance of	the sch	ool bui	lding?	,
would you rate th	e <u>inside</u> app	earance of	the sch	ool bui	lding?	,
would you rate th		earance of	the sch	bool bui	lding?	,
would you rate th	excellent	earance of	the sch	oool bui	lding?	,
<i>,</i>	excellent	earance of	the sch	oool bui	lding?	,
would you rate th	excellent good average	earance of	the sch	nool bui	lding?	,
<i>,</i> ,	excellent	earance of	the sch	ool bui	lding?	,
<i>,</i>	excellent good average fair	earance of	the sch	oool bui	lding?	,
<i>,</i>	excellent good average fair poor	earance of	the sch	Jool bui	lding?	,
<i>j</i>	excellent good average fair	earance of	the sch	jool bui	lding?	
<i>,</i>	excellent good average fair poor	earance of	the sch	jool bui	lding?	
(Check one)	excellent good average fair poor no opinion)	lding?	,
	excellent good average fair poor)	lding?	,
(Check one)	excellent good average fair poor no opinion)	lding?	,
(Check one)	excellent good average fair poor no opinion)	lding?	

з.	Have you read t	his school's ph	ilosophy of educatio	n?
		Yes		
	.*	No		•.
		Can't Re	emember	•
4.	Would you like	a copy of this	philosophy?	
		Yes		*
	1	No'		
5.	'How would you r receives in the		of instruction whic	h your child(ren)
	Reading		Mathematics	
	Excellent		Excellent	
	Good		Good	
	Average	·	Average	
	Fair		Fair	□ .
	Poor		Poor	
,	No Opinion	. . .	No Opinion	
	Science		Social Studies	
	Excellent	п.	Excellent	
	Good		Good	
	Average		Average	1
	Fair .		Fair w	
	Poor		Poor	
	No Opinion		No Opinion	

Physical Education		Art		
Excellent		Excellent		
Good C	4 2	Good		
Average \		Average .		
Fair		Fair.		
Poor		, Poor		
No Opinion "		No Opinion		,
. Specific comments			nt in the	**
subject areas or	others not li	steds	1	
				4:
		1.		