Case Management for Students at Risk of Dropping Out

Implementation and Interim Impact Findings from the Communities In Schools Evaluation

Supplementary Appendixes C and D

William Corrin
Leigh M. Parise
Oscar Cerna
Zeest Haider
Marie-Andrée Somers

April 2015

mdrc
BUILDING KNOWLEDGE
TO IMPROVE SOCIAL POLICY

Cover photo courtesy of Communities In Schools.

For information about MDRC and copies of our publications, see our website: www.mdrc.org.

Contents

List of Exhibits

Table

Figure

Introduction

This document contains supplementary Appendixes C and D for MDRC's report of findings from the first year of the evaluation of Communities In Schools' student case management.[1] The Communities In Schools comprehensive service model seeks to reduce dropout rates by integrating community-based support services within schools through both preventive "Level 1" services, which are available to all students in the entire school, and intensive, targeted, and sustained "Level 2" case management services for students who are displaying one or more significant risk factors. This evaluation is focused on the implementation and impact of Level 2 case management. While complete details on the implementation and interim impact findings are available in the full report, these appendixes present information about the surveys administered during the first year of the evaluation, the collection and analysis of implementation site visit data, and the collection and analysis of Communities In Schools management information system data.

---

[1]William Corrin, Leigh M. Parise, Oscar Cerna, Zeest Haider, and Marie-Andrée Somers, *Case Management for Students at Risk of Dropping Out: Implementation and Interim Impact Findings from the Communities In Schools Evaluation* (New York: MDRC, 2015).

Appendix C

Site Visits and Surveys

This appendix presents information about the implementation site visits and summary counts for the in-person interviews conducted during visits to study schools in the spring of 2013 and discusses the research team's approach to analyzing the qualitative site visit data. In addition, it discusses both the student and adult surveys and includes the full text of all MDRC surveys administered during the first year of the evaluation.

School Site Visits

In the spring of 2013, the study team visited 18 of the 28 school sites participating in the evaluation across all five local affiliates of Communities In Schools. For the three affiliates with fewer than six study schools, the research team visited all the study schools. For the two affiliates with six or more schools, the research team worked with the affiliate to purposefully select a subset of the study schools. Schools were selected to ensure a mix of school level (middle school/high school) and site coordinator years of experience. The research team selected five schools to visit in the largest affiliate and four schools to visit in the second largest affiliate. Each site visit involved two members of the research team. The main focus of these visits was to conduct in-person interviews with site coordinators, school principals, and case-managed and non-case-managed students, as well as Communities In Schools affiliate staff members. Appendix Table C.1 presents counts and descriptions of the implementation interviews. Through the site visits, the study team was also able to do informal observation of the schools visited and, in some schools, observe an activity provided or coordinated by Communities In Schools site coordinators.

Site Visit Data Analysis

Virtually all interviews were recorded and transcribed.[1] As a means of data reduction, each interview was coded, using Dedoose, for discussions about school/district/community context, facilitating or inhibiting factors for Communities In Schools case management, the case management process, case management service (program) quality, variation in case management, defining case management, and other services available in the school. Using the data captured during this round of coding, the team then developed an analysis memo for each topic listed above that identified themes within each code and noted the schools in which certain topics were discussed. The analysis memos, along with some additional follow-up coding, were then used to create the report.

---

[1]Two interviewees declined to be recorded but allowed the interviewers to take detailed notes.

Evaluation of Communities In Schools

Appendix Table C.1

Implementation Interview Respondents

Interview and Purpose	Number of Respondents
School leader interviews. Interviews with the principal or assistant principal at each visited school to learn about school priorities, student support services, and the context for CIS	18
Site coordinator interviews. Interviews with the CIS site coordinators at each study site to learn about their duties and the CIS implementation story	26
Student interviews. Interviews with students in both case-managed and non-case-managed groups to learn about their experiences at school and in CIS[a]	72
Affiliate interviews. Interviews with staff at each CIS affiliate to learn about program priorities, staff training, and the district context for CIS	18
Number of schools visited	18

NOTES: Interviews were conducted by MDRC staff during implementation site visits to 18 of the 28 study schools in spring 2013. CIS = Communities In Schools.

[a]Two case-managed students and two non-case-managed students were interviewed at all but two visited schools; one school visit included only one non-case-managed student interview, and another school visit included three interviews with case-managed students.

Student Surveys

Appendix Figures C.1 and C.2 present the full text of the student surveys discussed in the implementation and impact sections of the report.[2] In developing the student surveys, the research team adapted several survey scales from the California Healthy Kids Survey (CHKS), with permission from the California Department of Education and WestEd. These items were based on select items in Module A and resiliency items in Module B of the CHKS Middle

---

[2]William Corrin, Leigh M. Parise, Oscar Cerna, Zeest Haider, and Marie-Andrée Somers, *Case Management for Students at Risk of Dropping Out: Implementation and Interim Impact Findings from the Communities In Schools Evaluation* (New York: MDRC, 2015).

School Survey. As described in Chapter 1, both case-managed and non-case-managed students responded to *baseline surveys* in the fall of 2012 (Appendix Figure C.1), before case management service provision began. Students then responded to *follow-up surveys* in the spring of 2013 (Appendix Figure C.2). Of the 2,230 students in the full study sample, 96.0 percent responded to the baseline survey, and 93.9 percent responded to the follow-up survey. At each school, representatives from the research team administered student surveys in groups that included a mix of students from the case-managed and non-case-managed groups. The research team held makeup days for in-school survey administration at school sites and conducted surveys via phone for a small number of students who were not present on the main administration day or the makeup day. To facilitate the collection of student survey data, MDRC staff worked with Survey Research Management (SRM), whose staff managed the on-the-ground administration and data entry for the student surveys.

Adult Surveys

This appendix also provides the complete text of both adult surveys discussed in Chapters 2 and 3 of the report — the *school leader survey* and the Communities In Schools *site coordinator survey* (Appendix Figures C.3 and C.4, respectively).[3] In the late spring and summer of 2013, the study team administered surveys to school leaders and Communities In Schools site coordinators at all 28 participating schools. Both surveys were administered online and contained skip logic that displayed or hid certain questions from respondents based on their prior answers; the exhibits in this appendix include the full set of all items available in these surveys. School leaders at 25 of the 28 participating schools submitted a school leader survey, for a response rate of 89.3 percent. Of these 25 respondents, 15 were school principals or assistant principals, 8 were members of student support services staff, and 2 held other positions. All 37 Communities In Schools site coordinators participating in the study submitted a site coordinator survey.

Because 8 of the 28 study schools had more than one Communities In Schools site coordinator participating in the study, a single set of site coordinator survey responses was created for each of these schools in order to conduct analysis at the school level. School-level responses were created for these eight schools by randomly selecting answers to each item or set of items (for items that hung together due to skip logic) from among the school's multiple survey respondents, resulting in a single, composite set of survey answers for each school. All site coordinator survey findings presented in this report are based on one set of survey answers per school, including these eight composite responses.

---

[3]Corrin et al. (2015).

Communities in Schools National Evaluation

Student Survey

Student Name:

_____
(Label provided by survey firm)

Student ID:

_____
(Label provided by Survey Firm)

We would like to ask you some questions about your family, friends, attitudes, experiences, and schooling. It includes questions about the people in your life and school, and how you feel about them. **You do not have to answer any question you do not want to answer.** But your answers will be very helpful for improving school programs.

Please do not write your name inside this form or the answer sheet. Do not identify yourself in any other way. Write clearly and check boxes neatly with a pencil. Mark only one answer for each question unless told to "mark all that apply".

Please pay careful attention to the survey language. For example, some questions ask about things you do now, as compared with things you've done in the past, and other questions may ask you about things you do regularly, as compared with things you've done ever.

Once you have answered all of the questions, please close up the booklet and wait for the person assisting with this study to collect it from you and place it inside the envelope.

Thank you for taking time to answer these questions!

Appendix Figure C.3 *(continued)*

FAMILY AND HOME LIFE

1.

Which of the following people usually live in the same household with you?
Mark all that apply.

a ☐ Father

b ☐ Stepfather, other adult male (Foster, guardian, other)

c ☐ Mother

d ☐ Stepmother, other adult female (Foster, guardian, other)

e ☐ Your children/child

f ☐ Brothers/Sisters (Including adopted, step-, or half-)

g ☐ Other people (Please describe) [   ]

2.

How many brothers and sisters do you have (including adopted, step-, or half-)?

Mark one answer for each row.

	None (0)	One (1)	Two (2)	Three (3)	Four (4) or more
a **Brother(s)**	0 ○	1 ○	2 ○	3 ○	4 ○
b **Sister(s)**	0 ○	1 ○	2 ○	3 ○	4 ○

3.

How far in school did your parents go?

Mark one answer for each row.

	Not a high school graduate	High school graduate or GED	College graduate or higher	Don't Know
a **Father**	1 ○	2 ○	3 ○	4 ○
b **Mother**	1 ○	2 ○	3 ○	4 ○

(continued)

9

FAMILY AND HOME LIFE (CONTINUED)

4. **How many of your brothers and sisters (including adopted, step-, or half-) left high school before graduation?**
Mark one answer.

1 ◯ You don't have any brothers or sisters.

2 ◯ None are in high school yet.

3 ◯ None left high school.

4 ◯ One left high school.

5 ◯ Two or more left high school.

5. **What language do you speak most often at home?**
Mark one answer.

1 ◯ English

2 ◯ Spanish

3 ◯ Other language (Please write the name of the language)

[ ]

6. **How true are these statements about your home or the adults who live with you?**
Mark one answer for each row.

In your home there is a parent or some other adult...	Not at all true	A little true	Pretty much true	Very much true
a **who expects you to follow the rules.**	1 ◯	2 ◯	3 ◯	4 ◯
b **who is interested in your schoolwork.**	1 ◯	2 ◯	3 ◯	4 ◯
c **who believes you will be a success.**	1 ◯	2 ◯	3 ◯	4 ◯
d **who talks with you about your problems.**	1 ◯	2 ◯	3 ◯	4 ◯
e **who always wants you to do your best.**	1 ◯	2 ◯	3 ◯	4 ◯
f **who listens to you when you have something to say.**	1 ◯	2 ◯	3 ◯	4 ◯
g **with who you do fun things with or go to fun places.**	1 ◯	2 ◯	3 ◯	4 ◯

(continued)

FAMILY AND HOME LIFE (CONTINUED)

7.

Many things happen in families that may affect young people. Last year or this year, have any of the following happened to you and your family? *Mark one answer for each row.*	Yes	No
a **Your family moved to a new home.**	1 ○	2 ○
b **One of your parents got married.**	1 ○	2 ○
c **Your parents got divorced or separated.**	1 ○	2 ○
d **Your mother lost her job/ your father lost his job.**	1 ○	2 ○
e **Your mother started work/ your father started work.**	1 ○	2 ○
f **Your father died/ your mother died/ your close relative died.**	1 ○	2 ○
g **A family member became seriously ill or disabled.**	1 ○	2 ○
h. **Your family was homeless for a period of time.**	1 ○	2 ○

WORK

8.

Please answer the following questions. *Mark one answer for each row.*	Yes	No
a **Do you currently have a paid job?**	1 ○	2 ○
b **Do you currently do any voluntary or <u>unpaid</u> work outside of your home for an organization or group?**	1 ○	2 ○
c **Do you babysit or take care of your own child, younger brothers or sisters, or other relatives?**	1 ○	2 ○

(continued)

ACTIVITIES OUTSIDE OF SCHOOL

9.

During the last school year (2011-2012), how often did you participate in any of the following activities that were NOT sponsored by your school? *Mark one answer for each row.*	Never	Sometimes	Often
a Sports, cheerleading, or dance/step team.	1 ◯	2 ◯	3 ◯
b Arts or music group (for example, church choir, out of school art club, etc).	1 ◯	2 ◯	3 ◯
c Organization or club based on nationality, culture, or ethnicity (for example NAACP Junior Youth Council).	1 ◯	2 ◯	3 ◯
d Out of school academic support (for example, tutoring).	1 ◯	2 ◯	3 ◯
e Club or organization that provides community service (for example, Boy Scouts, Girl Scouts, or religious youth group).	1 ◯	2 ◯	3 ◯
f Other out of school activity not included in this list.	1 ◯	2 ◯	3 ◯

10.

How true are these statements for an adult outside of your home and school? *Mark one answer for each row.* Outside of your home and school, there is an adult ...	Not at all true	A little true	Pretty much true	Very much true
a who really cares about you.	1 ◯	2 ◯	3 ◯	4 ◯
b who tells you when you do a good job.	1 ◯	2 ◯	3 ◯	4 ◯
c who notices when you are upset about something.	1 ◯	2 ◯	3 ◯	4 ◯
d who always wants you to do your best.	1 ◯	2 ◯	3 ◯	4 ◯
e who believes that you will be a success.	1 ◯	2 ◯	3 ◯	4 ◯
f whom you trust.	1 ◯	2 ◯	3 ◯	4 ◯

SCHOOL

11.

During the last school year (2011-2012), how often did you participate in any of the following activities outside of class?
 <u>Only</u> include activities offered at your school or sponsored by your school

Mark one answer for each row.

	Never	Sometimes	Often
a **School sport, cheerleading, or dance/step team.**	1 ◯	2 ◯	3 ◯
b **Arts or music group (for example, band, chorus, theater, or photography club).**	1 ◯	2 ◯	3 ◯
c **Organization or club based on nationality, culture, or ethnicity (for example Black Student Union, Latino Students Association).**	1 ◯	2 ◯	3 ◯
d **In-school academic support (for example, tutoring).**	1 ◯	2 ◯	3 ◯
e **Academic club or competition (for example, Academic Decathlon, science club, Spanish club, math team, National Honor Society, debate team).**	1 ◯	2 ◯	3 ◯
f **Club or organization that provides community service (for example, Key club).**	1 ◯	2 ◯	3 ◯
g **School yearbook, newspaper, or literary magazine.**	1 ◯	2 ◯	3 ◯
h **Student council or student government.**	1 ◯	2 ◯	3 ◯
i **Junior Reserve Officer Training Corps (JROTC).**	1 ◯	2 ◯	3 ◯
j **Other club, committee, or organization not included in this list (for example, chess club, computer club).**	1 ◯	2 ◯	3 ◯

SCHOOL (CONTINUED)

12.

How true are these statements for teachers or other adults in your school? *Mark one answer for each row.*				
At your school there is a teacher or some other adult...	Not at all true	A little true	Pretty much true	Very much true
a **who really cares about you.**	1 ○	2 ○	3 ○	4 ○
b **who tells you when you do a good job.**	1 ○	2 ○	3 ○	4 ○
c **who notices when you are not there.**	1 ○	2 ○	3 ○	4 ○
d **who always wants you to do your best.**	1 ○	2 ○	3 ○	4 ○
e **who listens to you when you have something to say.**	1 ○	2 ○	3 ○	4 ○
f **who believes that you will be a success.**	1 ○	2 ○	3 ○	4 ○

13.

How strongly do you disagree or agree with the following statements about your experiences at your school? *Mark one answer for each row.*				
	Not at all true	A little true	Pretty much true	Very much true
a **You feel close to people at this school.**	1 ○	2 ○	3 ○	4 ○
b **You are happy to be at this school.**	1 ○	2 ○	3 ○	4 ○
c **You feel like you are a part of this school.**	1 ○	2 ○	3 ○	4 ○
d **You feel teachers at this school treat you fairly.**	1 ○	2 ○	3 ○	4 ○
e **You feel safe in your school.**	1 ○	2 ○	3 ○	4 ○

SCHOOL (CONTINUED)

14.

How true are these statements for your friends? *Mark one answer for each row.*	Not at all true	A little true	Pretty much true	Very much true
a **You have a friend about your own age who really cares about you.**	1 ○	2 ○	3 ○	4 ○
b **You have a friend about your own age who talks with you about your problems.**	1 ○	2 ○	3 ○	4 ○
c **You have a friend about your own age who helps you when you are having a hard time.**	1 ○	2 ○	3 ○	4 ○
d **Your friends get into a lot of trouble.**	1 ○	2 ○	3 ○	4 ○
e **Your friends try to do what is right.**	1 ○	2 ○	3 ○	4 ○
f **Your friends do well in school.**	1 ○	2 ○	3 ○	4 ○

(continued)

ATTITUDES ABOUT SCHOOL

15.

We would like to ask you some questions about how you think about schoolwork. How true are these statements about you?

Mark one answer for each row.

	Not at all true	A little true	Pretty much true	Very much true
a **You are pretty slow in finishing your schoolwork.**	1 ◯	2 ◯	3 ◯	4 ◯
b **You do very well at your class work.**	1 ◯	2 ◯	3 ◯	4 ◯
c **You have trouble figuring out the answers in school.**	1 ◯	2 ◯	3 ◯	4 ◯
d **You often forget what you learn.**	1 ◯	2 ◯	3 ◯	4 ◯
e **You feel that you are just as smart as other kids your age.**	1 ◯	2 ◯	3 ◯	4 ◯
f **You keep at your homework until you are done with it.**	1 ◯	2 ◯	3 ◯	4 ◯
g **Once you make an exercise or study plan, you stick to it.**	1 ◯	2 ◯	3 ◯	4 ◯
h **If a task is hard, you give up easily.**	1 ◯	2 ◯	3 ◯	4 ◯
i **Your education will be valuable in getting the job you want.**	1 ◯	2 ◯	3 ◯	4 ◯
j **You would be upset if you got a low grade for one of your subjects.**	1 ◯	2 ◯	3 ◯	4 ◯
k **What you learn in school is useful for the job you want to have as an adult.**	1 ◯	2 ◯	3 ◯	4 ◯
l **It is important to you to get good grades.**	1 ◯	2 ◯	3 ◯	4 ◯
m **Being a good student is important to you.**	1 ◯	2 ◯	3 ◯	4 ◯
n **School is useful in helping you to make good decisions in your life.**	1 ◯	2 ◯	3 ◯	4 ◯

(continued)

ATTITUDES ABOUT SCHOOL (CONTINUED)

16.

How far *would you like to go* in school with your education?
Mark one answer.

1 ◯ Some high school.

2 ◯ Finish high school.

3 ◯ Some college or trade/technical school.

4 ◯ Finish college or trade/technical school.

5 ◯ Graduate school after college.

6 ◯ Don't know

17.

How far *do you think you will actually go* in school or with your education?
Mark one answer.

1 ◯ Some high school.

2 ◯ Finish high school.

3 ◯ Some college or trade/technical school.

4 ◯ Finish college or trade/technical school.

5 ◯ Graduate school after college.

6 ◯ Don't know

Thank you for your help!

You may now close this booklet and wait for it to be collected.

Communities in Schools National Evaluation

Student Survey

Student Name:

_____
(Label provided by survey firm)

Student ID:

_____
(Label provided by Survey Firm)

We would like to ask you some questions about your family, friends, attitudes, experiences, and schooling. **You do not have to answer any question you do not want to answer and participation in the study is completely voluntary.** But your answers will be very helpful for improving school programs. Your answers will be kept confidential and in a safe place, and only researchers working on this project will see them. Teachers, parents, and others in your community will not have access to this information.

Please do not write your name inside this form or the answer sheet. Do not identify yourself in any other way. Write clearly and fill in circles neatly with a pencil or blue/black ink pen. Mark only one answer for each question unless told to "mark all that apply".

Please pay careful attention to the survey language. The survey is divided into three sections; one will ask about school, the next will ask about experiences outside of school, and the last will ask about your family and home life. You will see similar questions in each of these sections.

Once you have answered all of the questions, please close up the booklet and wait for the person assisting with this study to collect it from you and place it inside the envelope.

Thank you for taking time to answer these questions!

2012-2013 SCHOOL YEAR ACTIVITIES

The questions below all concern <u>this school year</u>. When answering them, try to think only about what you did and people you know <u>in school.</u>

1. **During <u>this school year</u>, how often did you participate in any of the following activities offered at your school or sponsored by your school?**

Mark one answer for each row.

		Never	Sometimes	Often
a	**School sport, cheerleading, or dance/step team.**	1 ○	2 ○	3 ○
b	**Arts or music group (for example, band, chorus, theater, or photography club).**	1 ○	2 ○	3 ○
c	**Organization or club based on nationality, culture, or ethnicity (for example Black Student Union, Latino Students Association).**	1 ○	2 ○	3 ○
d	**Academic club or competition (for example, Academic Decathlon, science club, Spanish club, math team, National Honor Society, debate team).**	1 ○	2 ○	3 ○
e	**Club or organization that provides community service (for example, Key club).**	1 ○	2 ○	3 ○
f	**School yearbook, newspaper, or literary magazine.**	1 ○	2 ○	3 ○
g	**Student council or student government.**	1 ○	2 ○	3 ○
h	**Junior Reserve Officer Training Corps (JROTC).**	1 ○	2 ○	3 ○
i	**Other club, committee, or organization not included in this list (for example, chess club, computer club).**	1 ○	2 ○	3 ○

2012-2013 SCHOOL YEAR ACTIVITIES / STUDENT SUPPORT

Schools offer different activities to help students succeed. Please think about your participation in the following activities at your school or sponsored by your school during this school year.

2.

	For how long did you do this activity?				How often did you do this activity?			
	I never did this activity	Less than half of the school year	About half of the school year	Most or all of the school year	I didn't do this activity	Less than once a month	1-2 times a month	One or more times a week
a **Received tutoring or homework help**	1 ○	2 ○	3 ○	4 ○	1 ○	2 ○	3 ○	4 ○
b **Met with a mentor**	1 ○	2 ○	3 ○	4 ○	1 ○	2 ○	3 ○	4 ○
c **Community service /Volunteering**	1 ○	2 ○	3 ○	4 ○	1 ○	2 ○	3 ○	4 ○
d **Exercise class or club like Zumba, Yoga, Karate, Martial Arts**	1 ○	2 ○	3 ○	4 ○	1 ○	2 ○	3 ○	4 ○
e **"Positive behavior programs" like drug-free or anti-bullying programs**	1 ○	2 ○	3 ○	4 ○	1 ○	2 ○	3 ○	4 ○
f **College planning activity**	1 ○	2 ○	3 ○	4 ○	1 ○	2 ○	3 ○	4 ○
g **Career planning activity like resume writing and interview skills**	1 ○	2 ○	3 ○	4 ○	1 ○	2 ○	3 ○	4 ○
h **Job shadowing or internship**	1 ○	2 ○	3 ○	4 ○	1 ○	2 ○	3 ○	4 ○
i **After-school program**	1 ○	2 ○	3 ○	4 ○	1 ○	2 ○	3 ○	4 ○
j **Received assistance like school supplies, food, bus pass, clothing, or gifts**	1 ○	2 ○	3 ○	4 ○	1 ○	2 ○	3 ○	4 ○
k **Health Check-up**	1 ○	2 ○	3 ○	4 ○	1 ○	2 ○	3 ○	4 ○

3. | **Please describe any other school activities that help you get better grades, stay in school or plan for the future.**

(continued)

MEETINGS WITH ADULTS AT SCHOOL

Now we're going to ask you about meetings you may have with adults in your school. Please think about your participation in any of the following meetings at your school.

4.

Individual meeting with School Counselor, CIS Coordinator, Teacher or other school staff where you talk about or get support for:	For how long did you do this activity? →				How often did you do this activity?			
	I never did this activity	Less than half of the school year	About half of the school year	Most or all of the school year	I didn't do this activity	Less than once a month	1-2 times a month	One or more times a week
• **Academics** like grades, coursework, education goals	1 ○	2 ○	3 ○	4 ○	1 ○	2 ○	3 ○	4 ○
• **Support during life-changing event** like a death of a loved one, someone going to prison, substance abuse, pregnancy or other family changes	1 ○	2 ○	3 ○	4 ○	1 ○	2 ○	3 ○	4 ○
• **Personal goals and behavior** like health goals, anger management, school attendance	1 ○	2 ○	3 ○	4 ○	1 ○	2 ○	3 ○	4 ○

Group meeting with other students and School Counselor, CIS Coordinator, Teacher or other school staff where you talk about or get support for:	For how long did you do this activity? →				How often did you do this activity?			
	I never did this activity	Less than half of the school year	About half of the school year	Most or all of the school year	I didn't do this activity	Less than once a month	1-2 times a month	One or more times a week
• **Academics** like grades, coursework, education goals	1 ○	2 ○	3 ○	4 ○	1 ○	2 ○	3 ○	4 ○
• **Support during life-changing event** like a death of a loved one, someone going to prison, substance abuse, pregnancy or other family changes	1 ○	2 ○	3 ○	4 ○	1 ○	2 ○	3 ○	4 ○
• **Personal goals and behavior** like health goals, anger management, school attendance	1 ○	2 ○	3 ○	4 ○	1 ○	2 ○	3 ○	4 ○

Group meeting with other students and School Counselor, CIS Coordinator, Teacher or other school staff where you participate in fun activities like book group, boys or girls group	For how long did you do this activity? →				How often did you do this activity?			
	I never did this activity	Less than half of the school year	About half of the school year	Most or all of the school year	I didn't do this activity	Less than once a month	1-2 times a month	One or more times a week
	1 ○	2 ○	3 ○	4 ○	1 ○	2 ○	3 ○	4 ○

(continued)

2012-2013 SCHOOL EXPERIENCES

5. **Did you have a meeting with an adult at your school to set specific goals for yourself for the year?**

- ₁◯ YES

- ₂◯ NO

6. **Do you earn rewards for improving grades, attendance, behavior, or for reaching or making progress toward goals?**

- ₁◯ YES

- ₂◯ NO

7. **Is there a teacher or other adult in your school who connected you to support programs or help outside your school when you needed it?**

- ₁◯ YES

- ₂◯ NO

8. **How true are these statements for teachers or other adults in <u>your school</u>?**
Mark one answer for each row.

In your <u>school:</u>	Not at all true	A little true	Pretty much true	Very much true
a **There is a teacher/other adult who really cares about you.**	₁◯	₂◯	₃◯	₄◯
b **There is a teacher/other adult who tells you when you do a good job.**	₁◯	₂◯	₃◯	₄◯
c **There is a teacher/other adult who notices when you are not there.**	₁◯	₂◯	₃◯	₄◯
d **There is a teacher/other adult who always wants you to do your best.**	₁◯	₂◯	₃◯	₄◯
e **There is a teacher/other adult who listens to you when you have something to say.**	₁◯	₂◯	₃◯	₄◯
f **There is a teacher/other adult who believes that you will be a success.**	₁◯	₂◯	₃◯	₄◯

(continued)

SCHOOL ATTITUDES AND FRIENDSHIPS

9. **How true are the following statements about your experiences at <u>your school</u>?**
Mark one answer for each row.

	Not at all true	A little true	Pretty much true	Very much true
a **You feel close to people at this school.**	1 ○	2 ○	3 ○	4 ○
b **You are happy to be at this school.**	1 ○	2 ○	3 ○	4 ○
c **You feel like you are a part of this school.**	1 ○	2 ○	3 ○	4 ○
d **You feel teachers at this school treat you fairly.**	1 ○	2 ○	3 ○	4 ○
e **You feel safe in your school.**	1 ○	2 ○	3 ○	4 ○

10. **How true are these statements for your friends?**
Mark one answer for each row.

	Not at all true	A little true	Pretty much true	Very much true
a **You have a friend about your own age who really cares about you.**	1 ○	2 ○	3 ○	4 ○
b **You have a friend about your own age who talks with you about your problems.**	1 ○	2 ○	3 ○	4 ○
c **You have a friend about your own age who helps you when you are having a hard time.**	1 ○	2 ○	3 ○	4 ○
d **Your friends get into a lot of trouble.**	1 ○	2 ○	3 ○	4 ○
e **Your friends try to do what is right.**	1 ○	2 ○	3 ○	4 ○
f **Your friends do well in school.**	1 ○	2 ○	3 ○	4 ○

(continued)

YOU AND YOUR SCHOOLWORK

11. **We would like to ask you some questions about how you think about schoolwork. How true are these statements about you?**

Mark one answer for each row.

		Not at all true	A little true	Pretty much true	Very much true
a	You are pretty slow in finishing your schoolwork.	1 ◯	2 ◯	3 ◯	4 ◯
b	You do very well at your class work.	1 ◯	2 ◯	3 ◯	4 ◯
c	You have trouble figuring out the answers in school.	1 ◯	2 ◯	3 ◯	4 ◯
d	You often forget what you learn.	1 ◯	2 ◯	3 ◯	4 ◯
e	You feel that you are just as smart as other kids your age.	1 ◯	2 ◯	3 ◯	4 ◯
f	You keep at your homework until you are done with it.	1 ◯	2 ◯	3 ◯	4 ◯
g	Once you make an exercise or study plan, you stick to it.	1 ◯	2 ◯	3 ◯	4 ◯
h	If a task is hard, you give up easily.	1 ◯	2 ◯	3 ◯	4 ◯
i	Your education will be valuable in getting the job you want.	1 ◯	2 ◯	3 ◯	4 ◯
j	You would be upset if you got a low grade for one of your subjects.	1 ◯	2 ◯	3 ◯	4 ◯
k	What you learn in school is useful for the job you want to have as an adult.	1 ◯	2 ◯	3 ◯	4 ◯
l	It is important to you to get good grades.	1 ◯	2 ◯	3 ◯	4 ◯
m	Being a good student is important to you.	1 ◯	2 ◯	3 ◯	4 ◯
n	School is useful in helping you to make good decisions in your life.	1 ◯	2 ◯	3 ◯	4 ◯

(continued)

SCHOOL PLANS

12. **How far would you <u>like to go</u> in school with your education?**
Mark one answer.

- 1 ◯ Less than a high school diploma.
- 2 ◯ Graduate high school or earn GED.
- 3 ◯ Attend college or trade/technical school, but not complete a degree.
- 4 ◯ Earn a degree from college or trade/technical school
- 5 ◯ Attend a higher level of school after graduating from college (for example, law school or medical school)
- 6 ◯ Don't know

13. **How far do you think you <u>will actually go</u> in school or with your education?**
Mark one answer.

- 1 ◯ Less than a high school diploma.
- 2 ◯ Graduate high school or earn GED.
- 3 ◯ Attend college or trade/technical school, but not complete a degree.
- 4 ◯ Earn a degree from college or trade/technical school
- 5 ◯ Attend a higher level of school after graduating from college (for example, law school or medical school)
- 6 ◯ Don't know

(continued)

ACTIVITIES OUTSIDE OF SCHOOL

Now we would like to change topics. The questions below are about your life <u>outside of school</u>. When answering them, try to think only about what you did and adults who you interact with <u>outside</u> of school.

14. **During the last school year, how often did you participate in any of the following activities that were <u>not</u> sponsored by your school?**

Mark one answer for each row.

		Never	Sometimes	Often
a	**Sports, cheerleading, or dance/step team.**	○ 1	○ 2	○ 3
b	**Arts or music group (for example, church choir, out of school art club, etc).**	○ 1	○ 2	○ 3
c	**Organization or club based on nationality, culture, or ethnicity (for example NAACP Junior Youth Council, National Council of La Raza).**	○ 1	○ 2	○ 3
d	**Out of school academic support (for example, tutoring).**	○ 1	○ 2	○ 3
e	**Club or organization that provides community service (for example, Boy Scouts, Girl Scouts, or religious youth group).**	○ 1	○ 2	○ 3
f	**Other out of school activity not included in this list.**	○ 1	○ 2	○ 3

15. **How true are these statements for an adult <u>outside</u> of your family or school?**

Mark one answer for each row.

<u>Outside</u> of your family/school...

		Not at all true	A little true	Pretty much true	Very much true
a	**There is an adult who really cares about you.**	○ 1	○ 2	○ 3	○ 4
b	**There is an adult who tells you when you do a good job.**	○ 1	○ 2	○ 3	○ 4
c	**There is an adult who notices when you are upset about something.**	○ 1	○ 2	○ 3	○ 4
d	**There is an adult who always wants you to do your best.**	○ 1	○ 2	○ 3	○ 4
e	**There is an adult who believes that you will be a success.**	○ 1	○ 2	○ 3	○ 4
f	**There is an adult whom you trust.**	○ 1	○ 2	○ 3	○ 4

FAMILY AND HOME LIFE

Now we would like to change topics. The questions below are about your <u>family and home life</u>. When answering them, try to think only about your family or other adults you live with.

16. **How often does your parent or guardian participate in the following?**

Mark one answer for each row.

	Never	1-2 times a year	3-4 times a year	About one a month or more often
a **Your parent or guardian attends meetings at school specifically about how you are doing at school**	1 ○	2 ○	3 ○	4 ○
b **Your parent or guardian attends other meetings or events at your school**	1 ○	2 ○	3 ○	4 ○

17. **How true are these statements about your <u>home</u> and the parents or the adults who live with you?**

Mark one answer for each row.

In your <u>home</u>...

	Not at all true	A little true	Pretty much true	Very much true
a **There is a parent/ adult who expects you to follow the rules.**	1 ○	2 ○	3 ○	4 ○
b **There is a parent/ adult who is interested in your schoolwork.**	1 ○	2 ○	3 ○	4 ○
c **There is a parent/ adult who believes you will be a success.**	1 ○	2 ○	3 ○	4 ○
d **There is a parent/ adult who talks with you about your problems.**	1 ○	2 ○	3 ○	4 ○
e **There is a parent/ adult who always wants you to do your best.**	1 ○	2 ○	3 ○	4 ○
f **There is a parent/ adult who listens to you when you have something to say.**	1 ○	2 ○	3 ○	4 ○
g **There is a parent/ adult with who you do fun things with or go to fun places.**	1 ○	2 ○	3 ○	4 ○

FAMILY AND HOME LIFE (CONTINUED)

18.

Since the start of this school year, have any of the following happened to you and your family?

Mark all that apply.

- a ○ **Your family moved to a new home this school year.**
- b ○ **One of your parents got married this school year.**
- c ○ **Your parents got divorced or separated this school year.**
- d ○ **Your mother lost her job/ Your father lost his job this school year.**
- e ○ **Your mother started work/ Your father started work this school year.**
- f ○ **Your father died/ Your mother died/ A close relative died this school year.**
- g ○ **A family member became seriously ill or disabled this school year.**
- h ○ **Your family was homeless for a period of time this school year.**
- i ○ **Other event?** *Please describe* →
- j ○ **None of these things happened**

WORK

19.

Please answer the following questions about work.

Mark one answer for each row.

	YES	NO
a **Do you currently have a paid job?**	○ 1	○ 2
b **Do you currently do any voluntary or unpaid work outside of your home for an organization or group?**	○ 1	○ 2
c **Do you babysit or take care of your own child, younger brothers or sisters, or other relatives?**	○ 1	○ 2

Thank you for your help!

You may now close this booklet and wait for it to be collected.

Appendix Figure C.3

School Leader Survey (Summer 2013)

CIS National Evaluation

Student Needs and Support SurveyThank you for your participation in the MDRC study of Communities In Schools. This survey is designed to help the research team learn more about your school. This survey includes questions about your experience at your school, challenges that students may face at your school, and the organization of your school's student support services. The survey will also ask you to provide some details regarding the types of services that may be offered at your school. Although we understand that CIS staff are often considered members of school staff, for the purposes of this survey please treat CIS staff as separate from school staff.   This survey is completely voluntary. You do not have to answer any question you do not want to answer. Your answers will be kept confidential and secure, and only researchers working on this project will see them. School officials, teachers, and others in your community will not have access to the information you provide.   Your responses will be automatically saved after you complete each page. You may return to this survey through the link provided in your email to complete any unfinished items or to edit responses to a submitted survey.

Background: In this section of the survey, please provide some basic information about your experience in your school.

1. School Name

....

2. Please select your position or role from the list below:

○   Principal

○   Assistant Principal

○   Head of Guidance/Student Services

○   Guidance Counselor

○   School Social Worker

Other (please specify):

....

(continued)

3. Please list 3-5 of your most important job responsibilities:

a.

....

b.

....

c.

....

d.

....

e.

....

4. How long have you held your position at this school? (include this year, e.g., if this is your third year, please enter "3")

Years:

....

5. How long have you worked at this school in any position?

 Years:

....

6. How long have you been working in schools?

 Years:

....

School Information This section of the survey asks about some key challenges and issues that students may face at your school. We'd like to understand to what degree students face these challenges at your school, and if they do, how your school might address some of these issues and what supports are available to students.   For each item, please provide your best estimate or description to answer each question. There are up to 5 parts to each item. Part A asks about the percent of students at your school who face a given issue or challenge, and part B asks whether there are services provided to address the issue at your school. If this is an issue at your school and there are services provided, parts C-E will ask about the priority of the issue at your school, the approximate number of students who receive services, and how well the services match the needs of students who receive them.

Challenge or issue that may affect students:

7. Poor academic performance

(continued)

a. How many students at your school face this issue? (Please do your best to provide an estimate)

○ about 0%

○ about 10%

○ about 20%

○ about 30%

○ about 40%

○ about 50%

○ about 60%

○ about 70%

○ about 80%

○ about 90%

○ about 100%

b. Are there services provided to address this challenge at your school? (Check all that apply)

☐ Yes, by school staff

☐ Yes, by CIS (or CIS partners)

☐ Yes, by other providers

☐ No

	c. How much of a priority is this issue at your school?	d. How many students for whom this is an issue receive services that attempt to address this issue?	e. For students receiving services, how well do the services address this issue?
	○ Not a priority ○ Low priority ○ High priority	○ All or almost all students facing this issue ○ Most students facing this issue ○ Some students facing this issue ○ Few or none of the students facing this issue	○ Services address this issue well ○ Services partially address this issue, more support is needed ○ Services don't address this issue, services are not appropriate for need

8. Poor attendance

(continued)

a. How many students at your school face this issue? (Please do your best to provide an estimate)

○ about 0%

○ about 10%

○ about 20%

○ about 30%

○ about 40%

○ about 50%

○ about 60%

○ about 70%

○ about 80%

○ about 90%

○ about 100%

b. Are there services provided to address this challenge at your school? (Check all that apply)

☐ Yes, by school staff

☐ Yes, by CIS (or CIS partners)

☐ Yes, by other providers

☐ No

	c. How much of a priority is this issue at your school?	d. How many students for whom this is an issue receive services that attempt to address this issue?	e. For students receiving services, how well do the services address this issue?
	○ Not a priority ○ Low priority ○ High priority	○ All or almost all students facing this issue ○ Most students facing this issue ○ Some students facing this issue ○ Few or none of the students facing this issue	○ Services address this issue well ○ Services partially address this issue, more support is needed ○ Services don't address this issue, services are not appropriate for need

9. Behavior/discipline problems

a. How many students at your school face this issue? (Please do your best to provide an estimate)

- ○ about 0%
- ○ about 10%
- ○ about 20%
- ○ about 30%
- ○ about 40%
- ○ about 50%
- ○ about 60%
- ○ about 70%
- ○ about 80%
- ○ about 90%
- ○ about 100%

b. Are there services provided to address this challenge at your school? (Check all that apply)

- ☐ Yes, by school staff
- ☐ Yes, by CIS (or CIS partners)
- ☐ Yes, by other providers
- ☐ No

	c. How much of a priority is this issue at your school?	d. How many students for whom this is an issue receive services that attempt to address this issue?	e. For students receiving services, how well do the services address this issue?
	○ Not a priority ○ Low priority ○ High priority	○ All or almost all students facing this issue ○ Most students facing this issue ○ Some students facing this issue ○ Few or none of the students facing this issue	○ Services address this issue well ○ Services partially address this issue, more support is needed ○ Services don't address this issue, services are not appropriate for need

10. High-risk social behavior (e.g. drug use, gang participation, sexual activity)

(continued)

a. How many students at your school face this issue? (Please do your best to provide an estimate)

- ○ about 0%
- ○ about 10%
- ○ about 20%
- ○ about 30%
- ○ about 40%
- ○ about 50%
- ○ about 60%
- ○ about 70%
- ○ about 80%
- ○ about 90%
- ○ about 100%

b. Are there services provided to address this challenge at your school?

- ☐ Yes, by school staff
- ☐ Yes, by CIS (or CIS partners)
- ☐ Yes, by other providers
- ☐ No

	c. How much of a priority is this issue at your school?	d. How many students for whom this is an issue receive services that attempt to address this issue?	e. For students receiving services, how well do the services address this issue?
	○ Not a priority ○ Low priority ○ High priority	○ All or almost all students facing this issue ○ Most students facing this issue ○ Some students facing this issue ○ Few or none of the students facing this issue	○ Services address this issue well ○ Services partially address this issue, more support is needed ○ Services don't address this issue, services are not appropriate for need

11. Lack of parental involvement/support

(continued)

Appendix Figure C.3 (continued)

a. How many students at your school face this issue? (Please do your best to provide an estimate)
○ about 0%
○ about 10%
○ about 20%
○ about 30%
○ about 40%
○ about 50%
○ about 60%
○ about 70%
○ about 80%
○ about 90%
○ about 100%

b. Are there services provided to address this challenge at your school? (Check all that apply)
☐ Yes, by school staff
☐ Yes, by CIS (or CIS partners)
☐ Yes, by other providers
☐ No

	c. How much of a priority is this issue at your school?	d. How many students for whom this is an issue receive services that attempt to address this issue?	e. For students receiving services, how well do the services address this issue?
	○ Not a priority ○ Low priority ○ High priority	○ All or almost all students facing this issue ○ Most students facing this issue ○ Some students facing this issue ○ Few or none of the students facing this issue	○ Services address this issue well ○ Services partially address this issue, more support is needed ○ Services don't address this issue, services are not appropriate for need

12. Family instability (e.g., mobility, changes in custody or guardianship, parental incarceration)

(continued)

Appendix Figure C.3 (continued)

a. How many students at your school face this issue? (Please do your best to provide an estimate)

- ○ about 0%
- ○ about 10%
- ○ about 20%
- ○ about 30%
- ○ about 40%
- ○ about 50%
- ○ about 60%
- ○ about 70%
- ○ about 80%
- ○ about 90%
- ○ about 100%

b. Are there services provided to address this challenge at your school? (Check all that apply)

- ☐ Yes, by school staff
- ☐ Yes, by CIS (or CIS partners)
- ☐ Yes, by other providers
- ☐ No

	c. How much of a priority is this issue at your school?	d. How many students for whom this is an issue receive services that attempt to address this issue?	e. For students receiving services, how well do the services address this issue?
	○ Not a priority ○ Low priority ○ High priority	○ All or almost all students facing this issue ○ Most students facing this issue ○ Some students facing this issue ○ Few or none of the students facing this issue	○ Services address this issue well ○ Services partially address this issue, more support is needed ○ Services don't address this issue, services are not appropriate for need

13. Other (if applicable):

....

(continued)

Appendix Figure C.3 (continued)

a. How many students at your school face this issue? (Please do your best to provide an estimate)

- ○ about 0%
- ○ about 10%
- ○ about 20%
- ○ about 30%
- ○ about 40%
- ○ about 50%
- ○ about 60%
- ○ about 70%
- ○ about 80%
- ○ about 90%
- ○ about 100%

b. Are there services provided to address this challenge at your school? (Check all that apply)

- ☐ Yes, by school staff
- ☐ Yes, by CIS (or CIS partners)
- ☐ Yes, by other providers
- ☐ No

	c. How much of a priority is this issue at your school?	d. How many students for whom this is an issue receive services that attempt to address this issue?	e. For students receiving services, how well do the services address this issue?
	○ Not a priority ○ Low priority ○ High priority	○ All or almost all students facing this issue ○ Most students facing this issue ○ Some students facing this issue ○ Few or none of the students facing this issue	○ Services address this issue well ○ Services partially address this issue, more support is needed ○ Services don't address this issue, services are not appropriate for need

14. Other (if applicable):

....

a. How many students at your school face this issue? (Please do your best to provide an estimate)

○   about 0%

○   about 10%

○   about 20%

○   about 30%

○   about 40%

○   about 50%

○   about 60%

○   about 70%

○   about 80%

○   about 90%

○   about 100%

b. Are there services provided to address this challenge at your school? (Check all that apply)

☐   Yes, by school staff

☐   Yes, by CIS (or CIS partners)

☐   Yes, by other providers

☐   No

	c. How much of a priority is this issue at your school?	d. How many students for whom this is an issue receive services that attempt to address this issue?	e. For students receiving services, how well do the services address this issue?
	○ Not a priority ○ Low priority ○ High priority	○ All or almost all students facing this issue ○ Most students facing this issue ○ Some students facing this issue ○ Few or none of the students facing this issue	○ Services address this issue well ○ Services partially address this issue, more support is needed ○ Services don't address this issue, services are not appropriate for need

15. Please list up to 3 things that make it easier for you to provide support services for students facing these issues:

a.

....

b.

....

c.

....

38

16. Please list up to 3 things that make it difficult to address these needs in your school:

a.

....

b.

....

c.

....

17. What is the student mobility rate in your school? (please provide your best estimate)

Percent:

....

18. Of all students at your school, what percentage would you describe as being at risk of dropping out?

○ about 0%

○ about 10%

○ about 20%

○ about 30%

○ about 40%

○ about 50%

○ about 60%

○ about 70%

○ about 80%

○ about 90%

○ about 100%

Organization of student support services: This section of the survey asks about the organization and provision of student support services at your school, such as student counseling, guidance, social work, and pupil personnel services.

19. Are there staff members at your school whose responsibility it is to direct, oversee or manage student support services in your school?

○ Yes

○ No

Who are the staff members who have this management responsibility for student support services in your school? (Please provide job titles rather than names of specific staff members.)

a. Job Title

....

b. Job Title

....

c. Job Title

....

How are student support services managed at your school?

....
....
....
....

20. For each of the student support positions below, please enter the number of full time equivalent employees (FTE), new FTE employees, and average caseloads at your school. (If you do not know the exact number, an approximation is fine.) If the position is not offered at your school, please check the box in the first column and leave the remaining items in the row blank. To provide us with the most complete picture of student services, please include any other student support positions at your school in the space below.

	My school does not have this position	FTE	How many of these FTE employees were new to your school in 2012-13?	Average caseload or number of students served per FTE:
Guidance Counselor	☐	....	....	....
Social Worker	☐	....	....	....
CIS staff member	☐	....	....	....

You may add up to 3 other student support positions or titles below.

	Student Support position	FTE	How many of these FTE employees were new to your school in 2012-13?	Average caseload or number of students served per FTE:
1.	....	....	....	....
2.	....	....	....	....
3.	....	....	....	....

(continued)

21. Please select how counselors are assigned to students at your school:

   ○ By student grade

   ○ By student last name or student ID number

   ○ By subject area or groups of teachers (such as homeroom assignment, English class assignment)

   ○ By specific programs, such as IB/Honors

Other (please describe):

....

Please enter the number of FTE counselors serving each student grade:

12th grade:

....

11th grade:

....

10th grade:

....

9th grade:

....

8th grade:

....

7th grade:

....

6th grade:

....

(Optional) Please provide any additional information about guidance assignment at your school:

....
....
....
....

22. Do students work with the same counselor throughout their time at your school?

   ○ Yes

   ○ No

When are students reassigned a counselor? (Check all that apply)

☐ Students change counselors each school year

☐ Students change counselors less often than each school year (e.g., same counselor for 9th and 10th grade)

Other (please specify):

....

23. Sometimes key staff members focus on certain populations for additional services beyond classroom instruction. At your school, are there one or more student support staff members who have special responsibility outside of classroom instruction for the following issues or groups of students? (Check all that apply)

☐ College and career support/planning

☐ English Language Learners

☐ Special Education students

☐ Honors/Gifted students

☐ Family outreach/family support

☐ Students at risk of dropping out

a. Other group of students:

....

b. Other group of students:

....

c. Other group of students:

....

24. Are student support services detailed specifically in your School Improvement Plan or other publicly available document that includes school goals?

○ Yes

○ No

25. Does your school provide professional development (PD) for student support staff specific to their job responsibilities?

○ Yes

○ No

26. Does your school provide PD for non-student support staff (e.g., content area teachers) focused on student support services?

○ Yes

○ No

Check if PD is provided in the following areas:

☐ Direct support to students for issues outside of classroom instruction and management

☐ Training for staff on best practices for working with school counselors, social workers, etc.

Other (please describe):

....

27. Which of the following best describes facilities available to student support services?

○ Individual offices scattered throughout the school

○ Centralized offices in 1 or 2 locations

Other:

....

28. Which of the following describes how support staff office space is used in your school? (Check all that apply)

☐ Meeting with students

☐ Providing information and resources, such as flyers

☐ Completing administrative tasks (computer work, record keeping, etc.)

Other (please describe):

....

29. Services available to students Earlier in the survey we asked you about challenges faced by students in your school and whether there were services available to address them. In the following questions we'll ask you to focus on specific services that may be offered at your school. In the following questions, please choose the appropriate description of each student service at your school. If a service is not offered at your school, please check the box in the first column and leave the remaining items in the row blank.

Matrix: part 1 of 2				
	This service is not offered at my school	What percentage of students at your school receive this service?	Service Availability	How often is this service provided or available?
Service Type	☐	◯ about 0% ◯ about 10% ◯ about 20% ◯ about 30% ◯ about 40% ◯ about 50% ◯ about 60% ◯ about 70% ◯ about 80% ◯ about 90% ◯ about 100%	◯ Available to all students ◯ Available to a designated set of students	◯ One or more times a week ◯ 1-2 times a month ◯ Less than once a month ◯ Once or twice a year
a. Academic assistance (tutoring, homework help)	☐	◯ about 0% ◯ about 10% ◯ about 20% ◯ about 30% ◯ about 40% ◯ about 50% ◯ about 60% ◯ about 70% ◯ about 80% ◯ about 90% ◯ about 100%	◯ Available to all students ◯ Available to a designated set of students	◯ One or more times a week ◯ 1-2 times a month ◯ Less than once a month ◯ Once or twice a year
b. Mentoring	☐	◯ about 0% ◯ about 10% ◯ about 20% ◯ about 30% ◯ about 40% ◯ about 50% ◯ about 60% ◯ about 70% ◯ about 80% ◯ about 90% ◯ about 100%	◯ Available to all students ◯ Available to a designated set of students	◯ One or more times a week ◯ 1-2 times a month ◯ Less than once a month ◯ Once or twice a year
c. Community Service/Service Learning	☐	◯ about 0% ◯ about 10% ◯ about 20% ◯ about 30% ◯ about 40% ◯ about 50% ◯ about 60% ◯ about 70% ◯ about 80% ◯ about 90% ◯ about 100%	◯ Available to all students ◯ Available to a designated set of students	◯ One or more times a week ◯ 1-2 times a month ◯ Less than once a month ◯ Once or twice a year
d. College planning and preparation	☐	◯ about 0% ◯ about 10% ◯ about 20% ◯ about 30% ◯ about 40% ◯ about 50% ◯ about 60% ◯ about 70% ◯ about 80% ◯ about 90% ◯ about 100%	◯ Available to all students ◯ Available to a designated set of students	◯ One or more times a week ◯ 1-2 times a month ◯ Less than once a month ◯ Once or twice a year

e. Career development/readiness programs	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	○ Available to all students ○ Available to a designated set of students	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year
f. Job shadowing or internship	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	○ Available to all students ○ Available to a designated set of students	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year
g. After or before-school programs	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	○ Available to all students ○ Available to a designated set of students	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year

Matrix: part 2 of 2

	School staff	Key service providers (mark all that apply) CIS or CIS partners	Other providers
Service Type	☐	☐	☐
a. Academic assistance (tutoring, homework help)	☐	☐	☐
b. Mentoring	☐	☐	☐
c. Community Service/Service Learning	☐	☐	☐
d. College planning and preparation	☐	☐	☐
e. Career development/readiness programs	☐	☐	☐
f. Job shadowing or internship	☐	☐	☐
g. After or before-school programs	☐	☐	☐

(continued)

Matrix: part 1 of 2

	This service is not offered at my school	What percentage of students at your school receive this service?	Service Availability	How often is this service provided or available?
h. Exercise class or club/ Obesity intervention and prevention	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	○ Available to all students ○ Available to a designated set of students	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year
i. Truancy prevention activities	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	○ Available to all students ○ Available to a designated set of students	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year
j. Gang intervention/prevention	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	○ Available to all students ○ Available to a designated set of students	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year
k. Pregnancy prevention	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	○ Available to all students ○ Available to a designated set of students	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year
l. Bullying Prevention	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	○ Available to all students ○ Available to a designated set of students	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year

(continued)

Appendix Figure C.5 *eqpvkpwgf +

		○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	○ Available to all students ○ Available to a designated set of students	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year
m. Drug abuse prevention	☐			

Matrix: part 2 of 2

	School staff	Key service providers (mark all that apply) CIS or CIS partners	Other providers
h. Exercise class or club/ Obesity intervention and prevention	☐	☐	☐
i. Truancy prevention activities	☐	☐	☐
j. Gang intervention/prevention	☐	☐	☐
k. Pregnancy prevention	☐	☐	☐
l. Bullying Prevention	☐	☐	☐
m. Drug abuse prevention	☐	☐	☐

(continued)

Matrix: part 1 of 2				
	This service is not offered at my school	What percentage of students at your school receive this service?	Service Availability	How often is this service provided or available?
n. Linkages to basic needs/resources (food/clothing/financial)	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	○ Available to all students ○ Available to a designated set of students	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year
o. Physical health screening	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	○ Available to all students ○ Available to a designated set of students	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year
p. Individual family engagement activities (e.g. student and parent meetings)	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	○ Available to all students ○ Available to a designated set of students	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year
q. Parent group meetings and input activities	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	○ Available to all students ○ Available to a designated set of students	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year
r. School-sponsored activities for students and their families	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	○ Available to all students ○ Available to a designated set of students	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year

(continued)

Matrix: part 2 of 2			
	School staff	Key service providers (mark all that apply) CIS or CIS partners	Other providers
n. Linkages to basic needs/resources (food/clothing/financial)	☐	☐	☐
o. Physical health screening	☐	☐	☐
p. Individual family engagement activities (e.g. student and parent meetings)	☐	☐	☐
q. Parent group meetings and input activities	☐	☐	☐
r. School-sponsored activities for students and their families	☐	☐	☐

30. Schools often provide support to students involving closer contact with an adult, either through small groups or one-on-one meetings.   In the following table, please choose the appropriate description of each student service at your school. If a service is not offered at your school, please check the box in the first column and leave the remaining items in the row blank.

(continued)

Matrix: part 1 of 2

	This service is not offered at my school	What percentage of students at your school receive this service?	Meeting type One on one meeting with an adult	Group meeting with adult and peers
Service Type	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
a. Meeting with adult staff to discuss academic goals	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
b. Substance abuse support programs	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
c. Pregnancy/Parenting support programs	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
d. Programs for adjudicated youth	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐

e. Grief support programs	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
f. Programs for LGBT youth	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
g. Behavior intervention	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
h. Anger management/conflict resolution	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐

(continued)

Matrix: part 2 of 2

	How often is this service provided or available?	School staff	Key service providers (mark all that apply) CIS or CIS partners	Other providers
Service Type	◯ One or more times a week ◯ 1-2 times a month ◯ Less than once a month ◯ Once or twice a year	☐	☐	☐
a. Meeting with adult staff to discuss academic goals	◯ One or more times a week ◯ 1-2 times a month ◯ Less than once a month ◯ Once or twice a year	☐	☐	☐
b. Substance abuse support programs	◯ One or more times a week ◯ 1-2 times a month ◯ Less than once a month ◯ Once or twice a year	☐	☐	☐
c. Pregnancy/Parenting support programs	◯ One or more times a week ◯ 1-2 times a month ◯ Less than once a month ◯ Once or twice a year	☐	☐	☐
d. Programs for adjudicated youth	◯ One or more times a week ◯ 1-2 times a month ◯ Less than once a month ◯ Once or twice a year	☐	☐	☐
e. Grief support programs	◯ One or more times a week ◯ 1-2 times a month ◯ Less than once a month ◯ Once or twice a year	☐	☐	☐
f. Programs for LGBT youth	◯ One or more times a week ◯ 1-2 times a month ◯ Less than once a month ◯ Once or twice a year	☐	☐	☐
g. Behavior intervention	◯ One or more times a week ◯ 1-2 times a month ◯ Less than once a month ◯ Once or twice a year	☐	☐	☐

(continued)

h. Anger management/conflict resolution	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐

31. When determining services to offer students, from which of the following sources do you seek input? (Check all that apply)

☐   Students

☐   Teachers

☐   Parents/Family

☐   School Administrators

☐   Other school faculty (e.g. guidance counselors)

☐   Government agencies (e.g. juvenile justice)

Other

....

32. (Optional) Please provide your contact information below to assist us in processing compensation. Payment will be sent in the form of an Amazon.com gift card to the email address you provide below.

Name:

....

Email address:

....

Phone number:

....

Thank you for your time! Please click "Submit" to save and submit your survey responses. You may return to your submitted survey to review and update your answers by following the link provided in your email.

Appendix Figure C.4

Site Coordinator Survey (Summer 2013)

CIS National Evaluation

Case Management Survey

Thank you for your participation in the MDRC study of Communities In Schools. This survey is designed to help the research team learn more about CIS case management in your school. This survey includes questions about your experience in CIS, challenges that students may face at your school, and the delivery of student support services. This survey is completely voluntary. You do not have to answer any question you do not want to answer. Your answers will be kept confidential and secure, and only researchers working on this project will see them. School or CIS officials, teachers, and others in your community will not have access to the information you provide.

Your responses will be automatically saved after you complete each page. You may return to this survey through the link provided in your email to complete any unfinished items or to edit responses to a submitted survey.

Please note that the language regarding case management varies across the affiliates in the study. We have done our best to make the terminology in this survey appropriate for all the participating CIS affiliates, and we appreciate your understanding. Feel free to reach out to our team if you have any questions at all.

Background:

In this section of the survey, please provide some basic information about yourself and your experience in your school.

CIS Affiliate Name:

School Name:

....

How long have you held your position at this school? (include this year, e.g., if this is your third year, please enter "3")

Years:

....

(continued)

How long have you worked as a Site Coordinator/Program Manager/Student Support Specialist in any school?
Years:
....

How long have you worked for Communities in Schools?
Years:
....

Education background:

Please list your undergraduate major:
....

Do you hold a graduate degree?
○　Yes
○　No, but currently pursuing a degree
○　No, not currently pursuing a degree

Please list your graduate school major/degree:
....

Are you fluent in any languages other than English?
☐　No
☐　Yes, Spanish
Yes, other:
....

What is the total number of students on your case management list (Level 2) this year?
....

(continued)

Is this number the same as in previous years?

○ Yes

○ No

○ N/A

How many students, on average, have been on your case management list in previous years?

....

In a typical week, how do you spend your time in school? (Please enter the percent of time you spend on each item, with a total of 100% across all items)

Planning for and/or providing Level 1 or school-wide activities that CIS staff (including interns) provide

....

Planning for and/or providing Level 2 activities that CIS staff (including interns) provide

....

Working with / Managing external or community partners who provide Level 1 services

....

Working with / Managing external or community partners who provide Level 2 services

....

CIS-related administrative work (record-keeping, report provision, other tasks, etc.)

....

Other responsibilities

....

Total

....

CIS Case Managed Student Service Planning and Provision

This section of the survey asks about some key challenges and issues that students may face at your school. We'd like to understand to what degree students face these challenges at your school, and if they do, how CIS might address some of these issues.

For each item, please provide information about student needs at your school. There are up to 6 parts to each item. Parts A and B ask about the percent of students at your school and on your caseload who face a given issue or challenge, and part C asks if services are available to address the issue at your school. If this is an issue at your school and there are services provided, parts D-F ask about the priority of the issue for CIS at your school, how many case managed students receive services, and how well the services match the needs of students who receive them.

Challenge or issue that may affect students:

Poor academic performance

a. How many of all students at your school face this issue? (Please provide your best estimate)

- ○ about 0%
- ○ about 10%
- ○ about 20%
- ○ about 30%
- ○ about 40%
- ○ about 50%
- ○ about 60%
- ○ about 70%
- ○ about 80%
- ○ about 90%
- ○ about 100%

b. How many of CIS case managed students at your school face this issue? (Please provide your best estimate)

- ○ about 0%
- ○ about 10%
- ○ about 20%
- ○ about 30%
- ○ about 40%
- ○ about 50%
- ○ about 60%
- ○ about 70%
- ○ about 80%
- ○ about 90%
- ○ about 100%

(continued)

Appendix Figure C.4 (continued)

	c. Are there services provided to address this challenge at your school? (Check all that apply)

c. Are there services provided to address this challenge at your school? (Check all that apply)

☐ Yes, by school staff

☐ Yes, by CIS (or CIS partners)

☐ Yes, by other providers

☐ No

	d. How much of a priority is this issue for CIS at your school?	e. How many CIS case managed students for whom this is an issue receive any services that address this issue?	f. For CIS case managed students receiving services, how well do the services address this issue?
	○ Not a priority ○ Low priority ○ High priority	○ All or almost all students facing this issue ○ Most students facing this issue ○ Some students facing this issue ○ Few or none of the students facing this issue	○ Services address this issue well ○ Services partially address this issue, more support is needed ○ Services don't address this issue, services are not appropriate for need

Poor attendance

a. How many of all students at your school face this issue? (Please provide your best estimate)

○ about 0%

○ about 10%

○ about 20%

○ about 30%

○ about 40%

○ about 50%

○ about 60%

○ about 70%

○ about 80%

○ about 90%

○ about 100%

(continued)

58

b. How many of CIS case managed students at your school face this issue? (Please provide your best estimate)

○ about 0%

○ about 10%

○ about 20%

○ about 30%

○ about 40%

○ about 50%

○ about 60%

○ about 70%

○ about 80%

○ about 90%

○ about 100%

c. Are there services provided to address this challenge at your school? (Check all that apply)

☐ Yes, by school staff

☐ Yes, by CIS (or CIS partners)

☐ Yes, by other providers

☐ No

	d.How much of a priority is this issue for CIS at your school?	e.How many CIS case managed students for whom this is an issue receive any services that address this issue?	f. For CIS case managed students receiving services, how well do the services address this issue?
	○ Not a priority ○ Low priority ○ High priority	○ All or almost all students facing this issue ○ Most students facing this issue ○ Some students facing this issue ○ Few or none of the students facing this issue	○ Services address this issue well ○ Services partially address this issue, more support is needed ○ Services don't address this issue, services are not appropriate for need

Behavior/discipline problems

a. How many of all students at your school face this issue? (Please provide your best estimate)

○ about 0%

○ about 10%

○ about 20%

○ about 30%

○ about 40%

○ about 50%

○ about 60%

○ about 70%

○ about 80%

○ about 90%

○ about 100%

b. How many of CIS case managed students at your school face this issue? (Please provide your best estimate)

○ about 0%

○ about 10%

○ about 20%

○ about 30%

○ about 40%

○ about 50%

○ about 60%

○ about 70%

○ about 80%

○ about 90%

○ about 100%

c. Are there services provided to address this challenge at your school? (Check all that apply)

☐ Yes, by school staff

☐ Yes, by CIS (or CIS partners)

☐ Yes, by other providers

☐ No

	d.How much of a priority is this issue for CIS at your school?	e.How many CIS case managed students for whom this is an issue receive any services that address this issue?	f. For CIS case managed students receiving services, how well do the services address this issue?
	○ Not a priority ○ Low priority ○ High priority	○ All or almost all students facing this issue ○ Most students facing this issue ○ Some students facing this issue ○ Few or none of the students facing this issue	○ Services address this issue well ○ Services partially address this issue, more support is needed ○ Services don't address this issue, services are not appropriate for need

High-risk social behavior (e.g. drug use, gang participation, sexual activity)

a. How many of all students at your school face this issue? (Please provide your best estimate)

○ about 0%

○ about 10%

○ about 20%

○ about 30%

○ about 40%

○ about 50%

○ about 60%

○ about 70%

○ about 80%

○ about 90%

○ about 100%

b. How many of CIS case managed students at your school face this issue? (Please provide your best estimate)

○ about 0%

○ about 10%

○ about 20%

○ about 30%

○ about 40%

○ about 50%

○ about 60%

○ about 70%

○ about 80%

○ about 90%

○ about 100%

c. Are there services provided to address this challenge at your school? (Check all that apply)

☐ Yes, by school staff

☐ Yes, by CIS (or CIS partners)

☐ Yes, by other providers

☐ No

	d.How much of a priority is this issue for CIS at your school?	e.How many CIS case managed students for whom this is an issue receive any services that address this issue?	f. For CIS case managed students receiving services, how well do the services address this issue?
	○ Not a priority ○ Low priority ○ High priority	○ All or almost all students facing this issue ○ Most students facing this issue ○ Some students facing this issue ○ Few or none of the students facing this issue	○ Services address this issue well ○ Services partially address this issue, more support is needed ○ Services don't address this issue, services are not appropriate for need

Lack of parental involvement/support

a. How many of all students at your school face this issue? (Please provide your best estimate)

○ about 0%

○ about 10%

○ about 20%

○ about 30%

○ about 40%

○ about 50%

○ about 60%

○ about 70%

○ about 80%

○ about 90%

○ about 100%

(continued)

b. How many of CIS case managed students at your school face this issue? (Please provide your best estimate)

- ○ about 0%
- ○ about 10%
- ○ about 20%
- ○ about 30%
- ○ about 40%
- ○ about 50%
- ○ about 60%
- ○ about 70%
- ○ about 80%
- ○ about 90%
- ○ about 100%

c. Are there services provided to address this challenge at your school? (Check all that apply)

- ☐ Yes, by school staff
- ☐ Yes, by CIS (or CIS partners)
- ☐ Yes, by other providers
- ☐ No

	d.How much of a priority is this issue for CIS at your school?	e.How many CIS case managed students for whom this is an issue receive any services that address this issue?	f. For CIS case managed students receiving services, how well do the services address this issue?
	○ Not a priority ○ Low priority ○ High priority	○ All or almost all students facing this issue ○ Most students facing this issue ○ Some students facing this issue ○ Few or none of the students facing this issue	○ Services address this issue well ○ Services partially address this issue, more support is needed ○ Services don't address this issue, services are not appropriate for need

Family instability (e.g., mobility, changes in custody or guardianship, parental incarceration)

a. How many of all students at your school face this issue? (Please provide your best estimate)

○ about 0%

○ about 10%

○ about 20%

○ about 30%

○ about 40%

○ about 50%

○ about 60%

○ about 70%

○ about 80%

○ about 90%

○ about 100%

b. How many of CIS case managed students at your school face this issue? (Please provide your best estimate)

○ about 0%

○ about 10%

○ about 20%

○ about 30%

○ about 40%

○ about 50%

○ about 60%

○ about 70%

○ about 80%

○ about 90%

○ about 100%

c. Are there services provided to address this challenge at your school? (Check all that apply)

☐ Yes, by school staff

☐ Yes, by CIS (or CIS partners)

☐ Yes, by other providers

☐ No

	d.How much of a priority is this issue for CIS at your school?	e.How many CIS case managed students for whom this is an issue receive any services that address this issue?	f. For CIS case managed students receiving services, how well do the services address this issue?
	○ Not a priority ○ Low priority ○ High priority	○ All or almost all students facing this issue ○ Most students facing this issue ○ Some students facing this issue ○ Few or none of the students facing this issue	○ Services address this issue well ○ Services partially address this issue, more support is needed ○ Services don't address this issue, services are not appropriate for need

(Optional) Other challenge or issue:
....

a. How many of all students at your school face this issue? (Please provide your best estimate)
○   about 0%
○   about 10%
○   about 20%
○   about 30%
○   about 40%
○   about 50%
○   about 60%
○   about 70%
○   about 80%
○   about 90%
○   about 100%

(continued)

b. How many of CIS case managed students at your school face this issue? (Please provide your best estimate)

- ○ about 0%
- ○ about 10%
- ○ about 20%
- ○ about 30%
- ○ about 40%
- ○ about 50%
- ○ about 60%
- ○ about 70%
- ○ about 80%
- ○ about 90%
- ○ about 100%

c. Are there services provided to address this challenge at your school? (Check all that apply)

- ☐ Yes, by school staff
- ☐ Yes, by CIS (or CIS partners)
- ☐ Yes, by other providers
- ☐ No

	d.How much of a priority is this issue for CIS at your school?	e.How many CIS case managed students for whom this is an issue receive any services that address this issue?	f. For CIS case managed students receiving services, how well do the services address this issue?
	○ Not a priority ○ Low priority ○ High priority	○ All or almost all students facing this issue ○ Most students facing this issue ○ Some students facing this issue ○ Few or none of the students facing this issue	○ Services address this issue well ○ Services partially address this issue, more support is needed ○ Services don't address this issue, services are not appropriate for need

(Optional) Please provide any additional information about student needs and challenges at your school in the space below:

....

....

....

....

66

Of all students at your school, what percentage would you describe as being at risk of dropping out?

○ about 0%

○ about 10%

○ about 20%

○ about 30%

○ about 40%

○ about 50%

○ about 60%

○ about 70%

○ about 80%

○ about 90%

○ about 100%

Of all CIS case managed students at your school, what percentage would you describe as being at risk of dropping out?

○ about 0%

○ about 10%

○ about 20%

○ about 30%

○ about 40%

○ about 50%

○ about 60%

○ about 70%

○ about 80%

○ about 90%

○ about 100%

CIS Case Managed Student Service Provision: Level 2 Services

(continued)

Earlier in the survey we asked you about challenges faced by students in your school and whether there were services available to address them. In the following questions, we ask you to focus on specific services that may be offered at your school.

The following questions provide a list of services, and ask you to describe the provision of these services for Level 2, or case managed students. In the next section you will be asked about Level 1 or whole-school service provision. If a service is offered as both a Level 1 and Level 2 service at your school, please enter information for that service in both sections.

We are only asking about services that CIS either provides, facilitates, or brokers at your school. For example, CIS staff may refer students to in-school tutoring, or provide students with a mentor from an outside organization; both of these activities should be included. Service providers may be CIS staff, school staff, CIS partners (e.g., people and organizations CIS brings into the school or formally works with outside of the school), or other providers (e.g., other organizations or resources to which CIS staff may refer students.) If a service is not offered by CIS at your school, or if CIS is not involved in facilitating the service, then please check the box in the first column and leave the remaining items in the row blank.

Academic support and other planning activities:

Matrix: part 1 of 3

	CIS does not provide or coordinate this activity as a Level 2 service at my school	What percentage of CIS case managed students receive this Level 2 service?	Level 2 Service Format: One on one meeting with adult	Group meeting with adult and peers
Level 2 Service:	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
a. Academic assistance (tutoring, homework help)	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
b. Mentoring	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
c. Community Service/Service Learning	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐

d. College planning and preparation	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
e. Career development/readiness programs	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
f. Job shadowing or internship	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
g. Meeting with adult staff to discuss academic goals	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐

Academic support and other planning activities:				
Matrix: part 2 of 3				
	Frequency of Level 2 Service Provision:	CIS staff	Key Level 2 Service Providers (check all that apply) CIS partners	School staff
Level 2 Service:	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
a. Academic assistance (tutoring, homework help)	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
b. Mentoring	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
c. Community Service/Service Learning	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
d. College planning and preparation	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
e. Career development/readiness programs	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
f. Job shadowing or internship	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
g. Meeting with adult staff to discuss academic goals	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐

(continued)

Academic support and other planning activities:	
Matrix: part 3 of 3	
	Other providers
Level 2 Service:	☐
a. Academic assistance (tutoring, homework help)	☐
b. Mentoring	☐
c. Community Service/Service Learning	☐
d. College planning and preparation	☐
e. Career development/readiness programs	☐
f. Job shadowing or internship	☐
g. Meeting with adult staff to discuss academic goals	☐

Prevention activities:

Matrix: part 1 of 3

	CIS does not provide or coordinate this activity as a Level 2 service at my school	What percentage of CIS case managed students receive this Level 2 service?	Level 2 Service Format: One on one meeting with adult	Group meeting with adult and peers
h. Exercise class or club/ Obesity intervention and prevention	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
i. Truancy prevention activities	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
j. Gang intervention/prevention	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
k. Pregnancy prevention	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐

l. Bullying Prevention	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
m. Drug abuse prevention	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐

(continued)

Prevention activities:				
Matrix: part 2 of 3				
	Frequency of Level 2 Service Provision:	CIS staff	Key Level 2 Service Providers (check all that apply) CIS partners	School staff
h. Exercise class or club/ Obesity intervention and prevention	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
i. Truancy prevention activities	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
j. Gang intervention/prevention	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
k. Pregnancy prevention	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
l. Bullying Prevention	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
m. Drug abuse prevention	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐

(continued)

Appendix Figure C.6 *eqpvkpwgf +

Prevention activities:	
Matrix: part 3 of 3	
	Other providers
h. Exercise class or club/ Obesity intervention and prevention	☐
i. Truancy prevention activities	☐
j. Gang intervention/prevention	☐
k. Pregnancy prevention	☐
l. Bullying Prevention	☐
m. Drug abuse prevention	☐

Basic needs, health, and family activities:

Matrix: part 1 of 3

	CIS does not provide or coordinate this activity as a Level 2 service at my school	What percentage of CIS case managed students receive this Level 2 service?	Level 2 Service Format: One on one meeting with adult	Group meeting with adult and peers
n. Linkages to basic needs/resources (food/clothing/financial)	☐	◯ about 0% ◯ about 10% ◯ about 20% ◯ about 30% ◯ about 40% ◯ about 50% ◯ about 60% ◯ about 70% ◯ about 80% ◯ about 90% ◯ about 100%	☐	☐
o. Physical health screening	☐	◯ about 0% ◯ about 10% ◯ about 20% ◯ about 30% ◯ about 40% ◯ about 50% ◯ about 60% ◯ about 70% ◯ about 80% ◯ about 90% ◯ about 100%	☐	☐
p. Individual family engagement activities (e.g., student and parent meetings)	☐	◯ about 0% ◯ about 10% ◯ about 20% ◯ about 30% ◯ about 40% ◯ about 50% ◯ about 60% ◯ about 70% ◯ about 80% ◯ about 90% ◯ about 100%	☐	☐
q. Parent group meetings and input activities	☐	◯ about 0% ◯ about 10% ◯ about 20% ◯ about 30% ◯ about 40% ◯ about 50% ◯ about 60% ◯ about 70% ◯ about 80% ◯ about 90% ◯ about 100%	☐	☐

(continued)

		Frequency of Level 2 Service Provision:			
r. School-sponsored activities for students and their families	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐

Basic needs, health, and family activities:

Matrix: part 2 of 3

	Frequency of Level 2 Service Provision:	CIS staff	Key Level 2 Service Providers (check all that apply) CIS partners	School staff
n. Linkages to basic needs/resources (food/clothing/financial)	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
o. Physical health screening	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
p. Individual family engagement activities (e.g., student and parent meetings)	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
q. Parent group meetings and input activities	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
r. School-sponsored activities for students and their families	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐

(continued)

Appendix Figure C.6 *‎eqpv‎kpwgf‎ +

Basic needs, health, and family activities:		
Matrix: part 3 of 3		
	Other providers	
n. Linkages to basic needs/resources (food/clothing/financial)	☐	
o. Physical health screening	☐	
p. Individual family engagement activities (e.g., student and parent meetings)	☐	
q. Parent group meetings and input activities	☐	
r. School-sponsored activities for students and their families	☐	

(continued)

Support services and other programs:

Matrix: part 1 of 3

	CIS does not provide or coordinate this activity as a Level 2 service at my school	What percentage of CIS case managed students receive this Level 2 service?	Level 2 Service Format: One on one meeting with adult	Group meeting with adult and peers
s. After or before-school programs	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
t. Substance abuse support programs	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
u. Pregnancy/Parent support programs	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
v. Programs for adjudicated youth	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐

(continued)

w. Grief support programs	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
x. Programs for LGBT youth	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
y. Behavior Intervention	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
z. Anger management/conflict resolution	☐	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐

(continued)

Support services and other programs:				
Matrix: part 2 of 3				
			Key Level 2 Service Providers (check all that apply)	
	Frequency of Level 2 Service Provision:	CIS staff	CIS partners	School staff
s. After or before-school programs	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
t. Substance abuse support programs	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
u. Pregnancy/Parent support programs	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
v. Programs for adjudicated youth	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
w. Grief support programs	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
x. Programs for LGBT youth	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
y. Behavior intervention	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
z. Anger management/conflict resolution	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐

(continued)

Support services and other programs:

Matrix: part 3 of 3

	Other providers
s. After or before-school programs	☐
t. Substance abuse support programs	☐
u. Pregnancy/Parent support programs	☐
v. Programs for adjudicated youth	☐
w. Grief support programs	☐
x. Programs for LGBT youth	☐
y. Behavior intervention	☐
z. Anger management/conflict resolution	☐

(Optional) Other services:

Matrix: part 1 of 3

	Service Name:	What percentage of CIS case managed students receive this Level 2 service?	Level 2 Service Format:	
			One on one meeting with adult	Group meeting with adult and peers
1.	....	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
2.	....	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐
3.	....	○ about 0% ○ about 10% ○ about 20% ○ about 30% ○ about 40% ○ about 50% ○ about 60% ○ about 70% ○ about 80% ○ about 90% ○ about 100%	☐	☐

(continued)

(Optional) Other services:

Matrix: part 2 of 3

	Frequency of Level 2 Service Provision:	CIS staff	Key Level 2 Service Providers (check all that apply) CIS partners	School staff
1.	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
2.	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐
3.	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	☐	☐	☐

(Optional) Other services:

Matrix: part 3 of 3

	Other providers
1.	☐
2.	☐
3.	☐

CIS Case Managed Student Service Provision: Level 1 Services

On the previous pages, we asked you about services as they are provided for Level 2 or case managed students. For the following list of services, please choose the appropriate description of Level 1 or whole-school service provision at your school. If a service is offered as both a Level 1 and Level 2 service at your school, please enter information for that service in both this and the previous section.

We are only asking about services that CIS either provides, facilitates, or brokers at your school. Service providers may be CIS staff, school staff, CIS partners (e.g., people and organizations CIS brings into the school or formally works with outside of the school), or other providers (e.g., other organizations or resources to which CIS staff may refer students.) If a service is not offered by CIS at your school, or if CIS is not involved in facilitating the service, then please check the box in the first column and leave the remaining items in the row blank.

Academic support and other planning activities:

	CIS does not provide or coordinate this activity as a Level 1 service at my school	Frequency of Level 1 Service Provision	Who generally participates in these Level 1 activities?
Level 1 Service:	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
a. Academic assistance (tutoring, homework help)	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
b. Mentoring	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
c. Community Service/Service Learning	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
d. College planning and preparation	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
e. Career development/readiness programs	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
f. Job shadowing or internship	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know

(continued)

	CIS does not provide or coordinate this activity as a Level 1 service at my school	Frequency of Level 1 Service Provision	Who generally participates in these Level 1 activities?
g. Meeting with adult staff to discuss academic goals	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know

Prevention activities:

	CIS does not provide or coordinate this activity as a Level 1 service at my school	Frequency of Level 1 Service Provision	Who generally participates in these Level 1 activities?
h. Exercise class or club/ Obesity intervention and prevention	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
i. Truancy prevention activities	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
j. Gang intervention/prevention	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
k. Pregnancy prevention	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
l. Bullying Prevention	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
m. Drug abuse prevention	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know

(continued)

**Appendix Figure C.6 *(cqvkpwgf +* **

Basic needs, health, and family activities:			
	CIS does not provide or coordinate this activity as a Level 1 service at my school	Frequency of Level 1 Service Provision	Who generally participates in these Level 1 activities?
n. Linkages to basic needs/resources (food/clothing/financial)	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
o. Physical health screening	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
p. Individual family engagement activities (e.g., student and parent meetings)	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
q. Parent group meetings and input activities	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
r. School-sponsored activities for students and their families	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know

(continued)

Support services and other programs:

	CIS does not provide or coordinate this activity as a Level 1 service at my school	Frequency of Level 1 Service Provision	Who generally participates in these Level 1 activities?
s. After or before school programs	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
t. Substance abuse support programs	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
u. Pregnancy/Parent support programs	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
v. Programs for adjudicated youth	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
w. Grief support programs	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
x. Programs for LGBT youth	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
y. Behavior intervention	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know

(continued)

		Frequency of Level 1 Service Provision	Who generally participates in these Level 1 activities?
z. Anger management/conflict resolution	☐	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know

(Optional) Other services:

	Service Name:	Frequency of Level 1 Service Provision	Who generally participates in these Level 1 activities?
1.	....	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
2.	....	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know
3.	....	○ One or more times a week ○ 1-2 times a month ○ Less than once a month ○ Once or twice a year	○ Mostly CIS case managed students ○ Mostly non-case managed students ○ An even mix of case managed and non-case managed students ○ I don't know

Student Needs Assessment, Case Plan and Service Documentation

Does CIS conduct an assessment of individual student needs for students who may receive case management at your school?

○ Yes

○ No

Appendix Figure C.6 *cqvkpwgf +

When you conduct individual student needs assessments, for how many students do you consider input from the following sources?					
	Never consider input	Consider input for a few students	For about half of the students	For most of the students	For all of the students
Input Source:	○	○	○	○	○
Student being assessed	○	○	○	○	○
Teachers	○	○	○	○	○
Parents/Family	○	○	○	○	○
School Administrators	○	○	○	○	○
Other school faculty (e.g. guidance counselors)	○	○	○	○	○
Community service providers	○	○	○	○	○
Government agencies (e.g. juvenile justice)	○	○	○	○	○

Matrix: part 1 of 2				
	Source:	Never consider input	Consider input for a few case managed students	For about half of my case managed students
(Optional) Other:	....	○	○	○

Matrix: part 2 of 2		
	For most of my case managed students	For all of my case managed students
(Optional) Other:	○	○

Do you have access to student data (such as grades, attendance, and behavior records)?

○ Yes

○ No

Do you use this data as part of individual student needs assessments?

○ Yes

○ No

Do you use this data to track progress/as part of your programming and planning with students the rest of the year?

○ Yes

○ No

(continued)

Appendix Figure C.6 *eqpvkpwgf +

Can you monitor students' data continuously, or only at the end of a grading period?

- ○ Continuously
- ○ Only at the end of grading period

Other

....

Do you have a documented, individualized case plan or service plan for each of your case managed students (in writing or electronically)?

- ○ Yes
- ○ No

What is included in each student's plan? (Please select all that apply)

- ☐ Student needs
- ☐ Goals set for/with student
- ☐ Services students should receive
- ☐ Who should provide services
- ☐ Rewards/incentives

Other

....

Are there any students for whom you did not or were unable to develop a case plan or service plan this year?

- ○ Yes
- ○ No

If yes, please list the number of students:

....

On average, how often is each student's plan revised or updated during the year?

- ○ Never
- ○ Once per year
- ○ Once per semester
- ○ Once per grading period
- ○ More than once per grading period

(continued)

Appendix Figure C.6 *eqpvkpwgf +

How often do students see their plan?

○ Never

○ Once per year

○ Once per semester

○ Once per grading period

○ More than once per grading period

Please describe how you plan for service delivery, and how this plan may change throughout the year.

....

....

....

....

On average, how often do you change the services a student receives (adding services, dropping services, modifying services)?

○ Never

○ Once per year

○ Once per semester

○ Once per grading period

○ More than once per grading period

When you change the services a case managed student receives, where is that change documented? (Check all that apply)

☐ Not documented

☐ Student's case plan or service plan

☐ CIS electronic database (CISDM, Key, etc.)

Other

....

Appendix Figure C.6 *eqpvkpwgf +

How regularly do you enter service changes into a student's case plan or service plan?

- ○ Always
- ○ Usually
- ○ Sometimes
- ○ Rarely
- ○ Never

How regularly do you enter service changes into a CIS electronic database (CISDM, Key, etc.)?

- ○ Always
- ○ Usually
- ○ Sometimes
- ○ Rarely
- ○ Never

How regularly do you enter service changes into the other documentation you specified above?

- ○ Always
- ○ Usually
- ○ Sometimes
- ○ Rarely
- ○ Never

General School Context

When are you permitted to work with students? (check all that apply)

- ☐ Before school
- ☐ After school
- ☐ At any time during the school day
- ☐ During lunch periods
- ☐ During core course instructional periods
- ☐ During electives
- ☐ During study halls

Other

....

Are there any times when you are not permitted to work with students? If so, please describe:

....

....

....

....

How long do students typically stay enrolled in CIS case management (i.e., remain on caseload)?

○   One school year or less

○   Two school years

○   As long as the student is in this school

Other (please specify):

....

(Optional) Please provide your contact information below to assist us in processing compensation. Payment will be sent in the form of an Amazon.com gift card to the email address you provide below.

Name:

....

Email address:

....

Phone number:

....

Thank you for your time! Please click "Submit" to save and submit your survey responses. You may return to your submitted survey to review and update your answers by following the link provided in your email.

Appendix D

Communities In Schools
Management Information System Data

This appendix is supplemental to the service receipt tables (Tables 4.3 and 4.5) in Chapter 4 of the main report.[1] It provides more information about the national Communities In Schools Data Management system (CISDM) and other Communities In Schools service provision databases for the year 2012-2013, as well as coding decisions made by the research team regarding particular data elements.

Management Information System Data

Management information system (MIS) data were provided to the research team for students in the case-managed group. The data varied by affiliate — the Communities In Schools national office provided information for the three affiliates that use the national MIS database (CISDM) and two affiliates provided MIS data from their own affiliate or state systems. In order to compare service provision information across the three different data systems, the research team collapsed the MIS data into eight service types. Not all service types were available in each data source, however. All data sources provided academic, behavior, and social or life skills service types; the basic needs and resources, college and career preparation, enrichment or motivation, and family-related service types were available for 84.3 percent of student records; and the attendance service type was available for 58.1 percent of student records. Appendix Tables D.1 and D.2 show service receipt in these eight categories for the full MIS sample for case-managed students overall and for case-managed students by risk group, respectively.

Recoding Procedures for Outlier Values

Three percent of program students' data gathered from CISDM and Communities In Schools service provision databases included outlier values for the total hours of service per number of total contacts. Communities In Schools staff confirmed that daylong trips are often logged as a full school day (seven hours). After performing sensitivity checks on the upper and lower limits of outlier values for total hours of service, the research team made a decision to allow an additional two hours as the maximum average hours per service contact to provide for the possibility that a field trip began or ended shortly before or after school. All instances in which the ratio of total hours of services to total service contacts exceeded 9 (that is, average service contact length was more than nine hours) were treated as outliers and recoded as missing for total hours of service and for total hours of service per each type of service. For example, if a

---

Evaluation of Communities In Schools

Appendix Table D.1

**Service Receipt for Case-Managed Students
in the Full MIS Sample**

Services Offered	Percentage of Students Receiving Service	Average Number of Times Service Received[a]	Average Total Hours of Service Received
Overall service receipt			
Any service type	87.5	NA	NA
Across all service types	NA	19.1	15.7
Service receipt by service type			
Academic	75.2	4.0	4.2
Behavior	49.1	4.8	4.6
Social/life skills	60.0	7.2	5.6
Basic needs/resources	55.6	2.0	1.6
College/career preparation	41.1	2.0	3.3
Enrichment/motivation	51.1	1.8	4.6
Family-related	47.5	1.2	0.4
Attendance	15.8	2.4	0.8
Number of students[b] (N=1,140)			

SOURCES: Data from Communities In Schools Data Management system (CISDM) and two local CIS service provision databases (2012-2013).

NOTES: The analyses above are for case-managed (program group) students only and are based on the full MIS sample, which includes all students with case management service records provided from CIS service provision databases. Outliers and students with missing data are excluded from the analyses.

   The services offered are not mutually exclusive; a student could have received more than one type of service over his or her enrolled period.

   Calculations for the percentage of students receiving a given service are based on a consistent denominator of 1,140 case-managed students. However, not all service types were available in each data source. All data sources provided academic, behavior, and social/life skills service types. The basic needs/resources, college/career preparation, enrichment/motivation, and family-related service types were available for 84.5 percent of student records. The attendance service type was available for 58.2 percent of student records.

   Rounding may cause slight discrepancies in averages and percentages.

   [a]The services were received over the entire time a student was enrolled in CIS case management during the 2012-2013 school year. The average number of days enrolled for case-managed students is 207. The averages presented for number of times and total hours of service include only those students who received the associated service.

   [b]Of all case-managed group students (N = 1,140), 12.5 percent did not receive direct case management services. In addition, 2 percent of all non-case-managed group students (N = 1,090) received case management services but are not included in this table.

Evaluation of Communities In Schools

Appendix Table D.2

**Service Receipt for Case-Managed Students in the
Full MIS Sample, by High- and Moderate-Risk Students**

Services Offered	Percentage of Students Receiving Service		Average Number of Times Service Received[a]		Average Total Hours of Service Received	
	High-Risk Students[b]	Moderate-Risk Students	High-Risk Students	Moderate-Risk Students	High-Risk Students	Moderate-Risk Students
Overall service receipt						
Any service type	90.4	85.6 **	NA	NA	NA	NA
Across all service types	NA	NA	18.9	19.2	15.5	15.8
Service receipt by service type						
Academic	75.6	74.9	4.5	3.7 ***	4.3	4.1
Behavior	54.5	45.5 ***	4.7	4.9	4.6	4.7
Social/life skills	64.7	56.8 ***	7.0	7.3	5.8	5.4
Basic needs/resources	53.6	57.0	1.8	2.1 *	1.6	1.7
College/career preparation	38.1	43.0 *	2.0	2.0	2.9	3.6 **
Enrichment/motivation	51.2	51.0	1.6	1.9 **	4.6	4.7
Family-related	47.3	47.7	1.2	1.1	0.4	0.4
Attendance	17.9	14.4	2.4	2.3	0.9	0.8
Number of students[c]	(N=459)	(N=681)				

(continued)

Appendix Table D.2 (continued)

SOURCES: Data from Communities In Schools Data Management system (CISDM) and two local CIS service provision databases (2012-2013).

NOTES: The analyses above are for case-managed (program group) students only and are based on the full MIS sample, which includes all students with case management service records provided from CIS service provision databases. Outliers and students with missing data are excluded from the analyses.

    The services offered are not mutually exclusive; a student could have received more than one type of service over his or her enrolled period.

    Calculations for the percentage of students receiving a given service are based on a consistent denominator of 459 high-risk students and 681 moderate-risk students. However, not all service types were available in each data source. All data sources provided academic, behavior, and social/life skills service types. The basic needs/resources, college/career preparation, enrichment/motivation, and family-related service types were available for 84.5 percent of student records. The attendance service type was available for 58.2 percent of student records.

    Rounding may cause slight discrepancies in averages and percentages.

    A t-test was conducted to test for differences between findings for high- and moderate-risk students. Statistical significance levels are indicated as: *** = 1 percent, ** = 5 percent, * = 10 percent.

    [a]The services were received over the entire time a student was enrolled in CIS case management during the 2012-2013 school year. The average number of days enrolled for case-managed students is 207. The averages presented for number of times and total hours of service include only those students who received the associated service.

    [b]High-risk students are defined as those who were chronically absent, who failed a core course, or who were ever suspended in the 2011-2012 school year. Moderate-risk students include those who were never chronically absent, never failed a core course, and were never suspended in the 2011-2012 school year.

    [c]Of all case-managed group students (N = 1,140), 12.5 percent did not receive direct case management services. In addition, 2 percent of all non-case-managed group students (N = 1,090) received case management services but are not included in this table.

student's ratio of total hours to total contacts had a value of 10.5, both total hours of service and total hours of service for each service type (for example, academic and behavior) were recoded to missing; however, total number of contacts and total number of contacts for each type of service for that student were retained as reported in the data source.

In addition, 1.7 percent of program students were reported to have received at least one service contact while their total number of service hours was reported to be zero. As confirmed by Communities In Schools staff, due to the MIS design at three of the Communities In Schools affiliates, each service contact logged resolved to zero hours of service unless a positive entry for hours of service had been made for that contact. Therefore, in those instances where the number of contacts exceeded zero, yet the corresponding total hours of service provided summed to zero, total hours of service were recoded to missing.

About MDRC

MDRC is a nonprofit, nonpartisan social and education policy research organization dedicated to learning what works to improve the well-being of low-income people. Through its research and the active communication of its findings, MDRC seeks to enhance the effectiveness of social and education policies and programs.

Founded in 1974 and located in New York City and Oakland, California, MDRC is best known for mounting rigorous, large-scale, real-world tests of new and existing policies and programs. Its projects are a mix of demonstrations (field tests of promising new program approaches) and evaluations of ongoing government and community initiatives. MDRC's staff bring an unusual combination of research and organizational experience to their work, providing expertise on the latest in qualitative and quantitative methods and on program design, development, implementation, and management. MDRC seeks to learn not just whether a program is effective but also how and why the program's effects occur. In addition, it tries to place each project's findings in the broader context of related research — in order to build knowledge about what works across the social and education policy fields. MDRC's findings, lessons, and best practices are proactively shared with a broad audience in the policy and practitioner community as well as with the general public and the media.

Over the years, MDRC has brought its unique approach to an ever-growing range of policy areas and target populations. Once known primarily for evaluations of state welfare-to-work programs, today MDRC is also studying public school reforms, employment programs for ex-offenders and people with disabilities, and programs to help low-income students succeed in college. MDRC's projects are organized into five areas:

- Promoting Family Well-Being and Children's Development
- Improving Public Education
- Raising Academic Achievement and Persistence in College
- Supporting Low-Wage Workers and Communities
- Overcoming Barriers to Employment

Working in almost every state, all of the nation's largest cities, and Canada and the United Kingdom, MDRC conducts its projects in partnership with national, state, and local governments, public school systems, community organizations, and numerous private philanthropies.