

## **Students in External Placements**

### **Sample Selection Process**

We would like your district to complete three (3) questionnaires entitled *Information About a Special Education Student With an External Placement*. Each questionnaire should refer to one randomly selected special education student who is served by a school that is not operated by your district. Different respondents may complete these questionnaires.

There are two ways to randomly select these students:

- Call us and let us select the sample for you in a three-minute phone call → **Go to Option 1**
- Select the sample yourself → **Go to Option 2**

#### **Option 1. Selecting the sample by phone**

Please call the help desk at (888) 414-6828 and we will help you select the sample in a three-minute phone call. If you prefer, you can e-mail us at [seep@air.org](mailto:seep@air.org) — please include your phone number and a preferred time for us to contact you. We will call you back and help you select the sample.

#### **Option 2. Selecting the sample yourself**

1. Please obtain a list of all of the special education students in your district who are placed externally (including preschool students). This includes students who are served in public or non-public private day schools, private residential facilities, home or hospital programs, and preschool programs. *For our purposes, it does not matter what order the students are in.*

How many students are on your list? \_\_\_\_\_ students

2. Use the chart on the next page to select the students. Column **A** is the number of students on your list. Column **B** tells you which students to pick.

**Example:** There are 19 students with external placements on your list. Start with Column A, which represents the number of students. Since you have 19 students, you would go to row 19. Then you would go across to Column B where you would pick the 5<sup>th</sup>, 6<sup>th</sup>, and 14<sup>th</sup> students on your roster. You would then fill out an *Information About a Special Education Student with an External Placement* form for each of these three students.

<b>A</b>	<b>B</b>
<b>Number of students</b>	<b>Students to be selected</b>
1	1 <sup>st</sup> student
2	All
3	All
4	2 <sup>nd</sup> , 3 <sup>rd</sup> , 4 <sup>th</sup>
5	2 <sup>nd</sup> , 4 <sup>th</sup> , 5 <sup>th</sup>
6	2 <sup>nd</sup> , 4 <sup>th</sup> , 6 <sup>th</sup>
7	3 <sup>rd</sup> , 5 <sup>th</sup> , 7 <sup>th</sup>
8	3 <sup>rd</sup> , 6 <sup>th</sup> , 8 <sup>th</sup>
9	3 <sup>rd</sup> , 6 <sup>th</sup> , 9 <sup>th</sup>
10	4 <sup>th</sup> , 7 <sup>th</sup> , 10 <sup>th</sup>
11	4 <sup>th</sup> , 8 <sup>th</sup> , 11 <sup>th</sup>
12	4 <sup>th</sup> , 8 <sup>th</sup> , 12 <sup>th</sup>
13	4 <sup>th</sup> , 9 <sup>th</sup> , 13 <sup>th</sup>
14	5 <sup>th</sup> , 9 <sup>th</sup> , 14 <sup>th</sup>
15	5 <sup>th</sup> , 10 <sup>th</sup> , 15 <sup>th</sup>
16	5 <sup>th</sup> , 11 <sup>th</sup> , 16 <sup>th</sup>
17	6 <sup>th</sup> , 11 <sup>th</sup> , 17 <sup>th</sup>
18	6 <sup>th</sup> , 12 <sup>th</sup> , 18 <sup>th</sup>
19	6 <sup>th</sup> , 13 <sup>th</sup> , 19 <sup>th</sup>
20	7 <sup>th</sup> , 13 <sup>th</sup> , 20 <sup>th</sup>
21-25	7 <sup>th</sup> , 14 <sup>th</sup> , 21 <sup>st</sup>
26-30	8 <sup>th</sup> , 17 <sup>th</sup> , 26 <sup>th</sup>
31-40	10 <sup>th</sup> , 20 <sup>th</sup> , 30 <sup>th</sup>
41-50	13 <sup>th</sup> , 27 <sup>th</sup> , 40 <sup>th</sup>
51-65	16 <sup>th</sup> , 33 <sup>rd</sup> , 50 <sup>th</sup>
66-90	21 <sup>st</sup> , 43 <sup>rd</sup> , 65 <sup>th</sup>
91-130	28 <sup>th</sup> , 59 <sup>th</sup> , 89 <sup>th</sup>
131-200	41 <sup>st</sup> , 84 <sup>th</sup> , 128 <sup>th</sup>

**Once you have completed this form, please return it to the designated SEEP study coordinator for your district in the envelope provided to you.**