

## Selecting The Sample Of Special Education Students

We would like you to complete the form titled *Information About a Special Education Student* for each of two (2) **randomly** selected special education students in your class or caseload at this school (the school through which you received these surveys).

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. Prepare a list of all of the special education students to whom you provide services in this school. If you are a special class teacher, this should include your class roster. If you are a resource teacher/specialist, consulting teacher, or related service provider, the list should include all students in your caseload. *For our purposes, it does not matter how the students are listed.*

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

2. Which title best describes you?

- Special class teacher  → **SKIP TO ITEM 3**  
Resource teacher/specialist  → **GO TO ITEM A**  
Consulting teacher  → **GO TO ITEM B**  
Related service provider  → **GO TO ITEM C**

- A. **Resource teacher/specialist:** Please cross out the students on your list who are not eligible for special education or who are served by a special class teacher.

How many students are left? \_\_\_\_\_ students → **SKIP TO ITEM 3**

- B. **Consulting teacher:** Please cross out the students on your list who are not eligible for special education, or are served by a special class teacher or a resource teacher/specialist.

How many students are left? \_\_\_\_\_ students → **SKIP TO ITEM 3**

C. **Related service provider:** Please cross out the students on your list who are not eligible for special education, or are served by a special class teacher, resource teacher/specialist, or consulting teacher.

How many students are left? \_\_\_\_\_ students → **GO TO ITEM 3**

3. A. Please mark all of the students on your list who have **rare (low-incidence) disabilities**.  
(PLEASE NOTE: If a student on your list has both a rare (low-incidence) and a more common (high-incidence) disability, please classify that student as having the rare disability.)

- Hearing impairment
- Visual impairment
- Multiple disabilities
- Deaf-blindness
- Orthopedic impairment
- Other health impairment
- Traumatic brain injury
- Autism

How many students did you mark? \_\_\_\_\_ students with rare disabilities

B. The remaining students have more **common (high-incidence) disabilities**:

- Specific learning disability
- Mental retardation
- Emotional disturbance
- Speech/language impairment
- Developmental delay

4. **Randomly pick two students.** Use the chart on the next page to select the students. Column A is the number of students from your list in each category (rare or common disabilities). Columns B and C tell you which student(s) to pick in different situations.

- (a) If you have only **one student with rare disabilities and the rest have common disabilities**, pick the student with rare disabilities and pick one student with common disabilities using Column **B**.
- (b) If you have **two students with rare disabilities** on your list, pick these two for the sample.
- (c) If you have **three or more students with rare disabilities** on your list, pick two of these students using Column **C**.
- (d) If you have **only students with common disabilities** on your list, pick two of these students using Column **C**.

**Example:** You have 3 students with rare disabilities and 11 students with common disabilities. This matches situation (c) above. Start with Column A, the number of students in a category. Since you have 3 students with rare disabilities, you would go to row 3. Then you would go across to Column C, which indicates that the 1<sup>st</sup> and 3<sup>rd</sup> students should be selected. This means that you would pick the 1<sup>st</sup> and 3<sup>rd</sup> students with rare disabilities on your roster. You would then fill out an *Information About a Special Education Student* form for each of these two students.

<b>A</b>	<b>B</b>	<b>C</b>
<b>Number of students in a category</b>	<b>Student to be selected</b>	<b>Students to be selected</b>
1	1 <sup>st</sup> student	1 <sup>st</sup> student
2	1 <sup>st</sup>	1 <sup>st</sup> , 2 <sup>nd</sup>
3	1 <sup>st</sup>	2 <sup>nd</sup> , 3 <sup>rd</sup>
4	3 <sup>rd</sup>	2 <sup>nd</sup> , 4 <sup>th</sup>
5	3 <sup>rd</sup>	3 <sup>rd</sup> , 5 <sup>th</sup>
6	1 <sup>st</sup>	3 <sup>rd</sup> , 6 <sup>th</sup>
7	5 <sup>th</sup>	4 <sup>th</sup> , 7 <sup>th</sup>
8	7 <sup>th</sup>	4 <sup>th</sup> , 8 <sup>th</sup>
9	6 <sup>th</sup>	4 <sup>th</sup> , 9 <sup>th</sup>
10	3 <sup>rd</sup>	5 <sup>th</sup> , 10 <sup>th</sup>
11	8 <sup>th</sup>	5 <sup>th</sup> , 11 <sup>th</sup>
12	11 <sup>th</sup>	6 <sup>th</sup> , 12 <sup>th</sup>
13	9 <sup>st</sup>	6 <sup>th</sup> , 13 <sup>th</sup>
14	1 <sup>st</sup>	7 <sup>th</sup> , 14 <sup>th</sup>
15	1 <sup>st</sup>	7 <sup>th</sup> , 15 <sup>th</sup>
16	1 <sup>st</sup>	8 <sup>th</sup> , 16 <sup>th</sup>
17	13 <sup>th</sup>	8 <sup>th</sup> , 17 <sup>th</sup>
18	2 <sup>nd</sup>	8 <sup>th</sup> , 17 <sup>th</sup>
19	17 <sup>th</sup>	9 <sup>th</sup> , 18 <sup>th</sup>
20	7 <sup>th</sup>	9 <sup>th</sup> , 19 <sup>th</sup>
21-25	14 <sup>th</sup>	10 <sup>th</sup> , 20 <sup>th</sup>
26-30	16 <sup>th</sup>	12 <sup>th</sup> , 25 <sup>th</sup>
31-40	19 <sup>th</sup>	14 <sup>th</sup> , 29 <sup>th</sup>
41-50	36 <sup>th</sup>	19 <sup>th</sup> , 39 <sup>th</sup>

**Once you have completed this form, please return it in the envelope provided to the designated SEEP study coordinator at your school, along with your *Special Education Teacher and Related Service Provider Questionnaire* and the two forms *Information About A Special Education Student*.**