



LatinoNetwork



SF2020 Survey Administrator FAQs

1. “Who will see my answers?”

- All answers remain confidential and will not be shared outside of the research team. Individual responses and identifying information is not shared with SF2020 program staff, teachers, school administrators, parents or anyone else. Only the core team of researchers and data analysts will be able to see individual responses, including names. Also, if officials from Portland State University asked to audit our records, they would also be able to see individual responses, including names. This is not likely to happen. Once the surveys are collected, each survey is coded with a number so as few people as possible in the research team see individual names. All responses are compiled, aggregated and all identifiable information is removed before we share them with anyone outside the research team.

2. “Why do they need all this information?”

- We know that some questions are asking for information that may seem private or invasive. No one has to answer any question that they don't feel comfortable answering. However, we are only asking questions about topics that have been shown in prior research to be important influences on student success and partnership-building. Each question is important and necessary to our analysis, so we hope that participants respond to as many questions as they can.

3. “I don't understand this question/this question doesn't apply to me.”

- Please encourage participants to ask you if they don't understand a question. Part of your job is to help explain the questions in terms that make sense to each participant. However, there will be questions that aren't relevant to the experiences of some participants. In these cases, it's okay to tell a participant to skip a question and move on.

4. “Some of the questions refer to “identities” – why is that?”

- Within the paper survey, the survey indicates the plural of identity in case students select they are multiple races/ethnicities.
- The online survey will alter the questions by making identity singular or plural depending on how they select race and ethnicity.

5. “Why is there a focus on students and families of color in poverty?”

- Poverty is inextricably tied to race/ethnicity. Local data shows huge disparities for kids and families of color in terms of income, health outcomes, education and every other social determinant. The collaboration with SF2020 partners is focused on closing the gap and eliminating these disparities for communities of color in Multnomah County.

6. “A lot of the questions are about being a student of color. What about students who identify as white?”

- In this pilot year, we are aiming to generate data from students of color. This includes students who identify as Slavic.

7. “What if a parent signs the consent form, but the student doesn't?”

- If a student does not sign the consent form, we are not allowed to recruit them for the survey or access school records for the purposes of this study.

8. “If we have students and/or parents who need interpretation services, how do we schedule that?”

- We will have both Student and Parent/Guardian surveys translated in Spanish.
- For other languages, please contact Cassie Lovett with the number of students and/or families who need interpretation for each different language.



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9. “Why are we doing this study?”

- How culturally-specific and culturally-responsive organizations, when working together in SF2020, can make impacts in:
 - ✓ Academic achievement
 - ✓ Family engagement
 - ✓ School climate
 - ✓ Capacity to share information, work together and create a lasting partnership

10. “How much are we paying students and parents/guardians to do these surveys? How much can they potentially make?”

- For PRE Surveys (Fall 2016)
 - For students, they will receive \$5 for a completed survey.
 - For parents, they will receive \$10 for a completed survey.
- For POST Surveys (Spring 2017)
 - For students, they will receive \$10 for a completed survey.
 - For parents, they will receive \$20 for a completed survey.

11. “When and how will I receive the money for my time taking the survey?”

- SF2020 Program Staff at the school will give you stipend dollars within a week after you finishing the survey.
- The staff will give you your money and ask you to sign a sheet saying you received your compensation.
- If you cannot retrieve the money within a month from the school, we will have to figure out another way to get the money to you.

12. “If we change schools before we can get the money, can we still get it?”

- If you took part in the survey before leaving one of the schools and did not receive your compensation, we will work with you to figure out how we get the money to you. This is one reason why we ask for your contact information on the survey to reach you in ways other than through the school.

13. “The consent form says I won’t get any benefits for participating, Aren’t I receiving money for my time?”

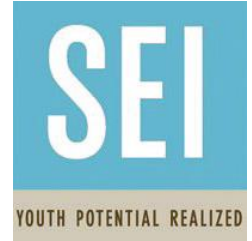
- Taking part in this research study benefits the broader community and will help us understand why programs you take part in work well for you and other students.
- The money you receive is a way for us to pay you for your time participating in this study, and is not considered a “special benefit” in research.

14. “Do we need to enter the paper survey answers into the online survey form?”

- No, you will just need to keep the surveys in a safe space, preferably a locked cabinet, until a researcher can pick them up from you. Researchers will input the data into the online surveys. We are urging English and Spanish speakers to take the surveys online to streamline the process.

15. “Are two parents or guardians able to each take a survey and receive compensation?”

- No. We only have enough in our budget to pay one parent or guardian for their time. We encourage parents who may both want to be involved in the surveys to talk about the questions and answer them together.



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16. “What if a parent has 2 or more children within the 3 schools in this study or at the same school?”

- A parent or caretaker should only take 1 survey. They should take the survey for their oldest child receiving SF2020 program services in one of the three schools.

17. “Will the online survey timeout or can students/parents go back to finish later?”

- There is no sign-on function for the online survey, however, the survey will save the work as a participant answers and maintain the responses as long as the browser remains open. The survey is set up to not timeout as long as the browser remains open.