

**Administering the Student Questionnaire
(excerpted from the spring 2024 PBT TAM)**

Part IX



Administering the Student Questionnaire

**After Session 2 of the Grades 4 and 10 Mathematics Tests or
After Session 2 of the Grades 5 and 8 STE Tests**

Administering the Student Questionnaire

The student questionnaire is available in a PBT format for students participating in paper-based testing. Braille, large-print, and Spanish/English editions are not available; however, it is allowable to read aloud, sign, or translate questions and assist students to record their responses in their test & answer booklets.

Administering the student questionnaire is optional, but the Department encourages schools to do so because of the value of receiving data on school climate and learning. For any students who do not answer the questionnaire, collect their test & answer booklets to return to the principal or test coordinator.

The student questionnaire will take approximately 15 minutes to complete.

Administering the Questionnaire

1. Verify that students are at the correct part of their booklets to answer the questionnaire.

If you are administering

GRADE 4, the questionnaire is the final section of the Mathematics test & answer booklet, appearing after Session 2.

GRADE 5 OR 8, the questionnaire is the final section of the STE test & answer booklet, appearing after Session 2.

GRADE 10, the questionnaire is the final section of the Session 2 Mathematics test & answer booklet, appearing after Session 2.

2. If you are administering the questionnaire to students in

GRADE 4 OR 5, say:

“This questionnaire asks about what it’s like to be a student in our school. Students helped develop this questionnaire. There are no right or wrong answers. Your teachers and principal will not see your answers; your answers will be combined with those of your classmates. The school will use these combined answers to better understand what school life is like for students.

When you read each statement, think about the last 30 days in school. Please answer honestly so our school knows how you really feel.

You can ask me for help if you are not sure where or how to mark your answers to these questions.

You may begin completing the questionnaire now.”

GRADE 8 OR 10, say:

“The MCAS questionnaire provides students a voice on topics that are important to your education and learning environment. The first two questions on the questionnaire ask about your college and career plans. The remaining questions ask what it’s like to be a student in our school.

Students helped develop the questions about your school environment. There are no right or wrong answers. Your teachers and principal will not see your answers; your answers will be combined with those of your classmates. Our school will use these combined answers to better understand what school life is like for students.

Administering the Student Questionnaire

When you read each statement, think about the last 30 days in school. Please answer honestly so our school knows how you really feel.

You can ask me for help if you are not sure how to complete this questionnaire.

You may begin completing the questionnaire now.”

3. After students have completed the questionnaire, collect the test & answer booklets. Turn to page 76 to complete steps 29–31. **Remember that test & answer booklets are secure materials and must be accounted for on internal tracking forms when they are transported back to the secure central storage area.**