



Frequently Asked Questions

What is "TELL Ohio"?

TELL Ohio is a survey of all school-based licensed educators and is an on-going process for using the results from the survey in annual school improvement planning. The state's education leaders want to ensure that every Ohio educator has the supportive environment necessary to help students achieve at the highest levels!

What is the purpose of the 2013 TELL Ohio Survey?

The 2013 TELL Ohio Survey is a statewide opportunity for all licensed school-based educators to provide input on teaching conditions such as:

- Time during the day for collaborative instructional planning
- School and teacher leadership
- Facilities and resources
- Professional development
- And other supports needed for educators to do their jobs well.

The main intent is to provide additional data for school and district improvements. Results are also expected to inform state level policy.

Why are teaching conditions important?

Teaching conditions matter:

- For student achievement and school improvement
- For teacher success and professional well-being
- For research-based school decisions

Who are the Partners supporting TELL Ohio?

The TELL Ohio Partners are a coalition of diverse stakeholders and policy makers who share a clear understanding of the purpose of the survey and how the results will be disseminated and used.

- Ohio Federation of Teachers
- Ohio Education Association
- Ohio Department of Education
- Ohio Alliance for Public Charter Schools
- Ohio Association of Secondary School Administrators
- Buckeye Association of School Administrators
- Ohio Association of Elementary School Administrators
- TELL Ohio

Visit www.tellohio.org to view the Partner's statement.

What are the basics of the survey?

- Anonymous, online survey of every licensed school-based educator in Ohio.
- The survey will be live from March 18-April 12, 2013.
- Any Internet location, using an individual, anonymous access code.
- Anyone can view the response rate at any school during the survey window to make sure every school reaches the minimum response rate needed for data (50%). Results will be available for schools reaching the 50% minimum response rate and minimum of 5 educators.

How may I take the survey?

Once you receive your anonymous access code, visit www.tellohio.org

- 24 hours/day
- Use any Internet location
- View the survey questions
- Read about the research
- Take the survey!

How will teachers and administrators receive their anonymous access codes?

The administrator in each school will receive a packet of letters the week of March 11th; a Letter of Instruction will be included. The administrator is asked to work with the OEA Representative or other teacher leader and:

- Set up a faculty meeting to take place on March 15th or 18th.
- Share key talking points about the TELL Ohio Survey.
- Disseminate the letters randomly. Teachers can switch their letters once received with other licensed educators based in their same school.
- Meet personally with anyone not in attendance to explain the process.

Why is it important to complete the TELL Ohio Survey?

A growing body of research shows the importance of positive teaching conditions to student learning and teacher retention. (<http://www.newteachercenter.org/tlcsurvey/index.php#tlc>) Education leaders in Ohio want to hear from every teacher and administrator in order to make the best decisions about facilities and resources, professional development, time for collaboration, and ways for improving instruction. TELL Ohio will provide that data and much more. YOUR voice will help inform the decisions that are made not only at your school, but also in your district.

Who can participate in the survey?

- All licensed school-based educators (teachers, administrators, media coordinators, counselors, etc.) in the state.
- Itinerant teachers should complete a survey for their home-based school but may also complete a survey for any other school in which he/she works.
- Licensed school-based part-time teachers can participate.

Are central office licensed personnel included?

No – only school-based licensed educators.

Do administrators receive separate codes?

No. There are no distinct access codes for administrators or teachers. All anonymous access codes will be in the packet of letters that is sent to the school representative.

Do administrators take the same survey as teachers?

No. They will use the same website (www.tellohio.org) to access the survey using one of the anonymous access codes on the letter. At the very beginning of the survey the participant will be asked to select his/her school position.

When the principal selects “Administrator” he/she will then receive many of the same questions as teachers, but will receive an additional bank of questions that have been specifically designed for administrators. These additional questions are intended for administrators to help assess district level supports needed to do their jobs well.

How are the administrator results reported?

To ensure anonymity of all respondents, all responses for administrators are reported at the state level.

Can you ensure that the survey is anonymous?

- The survey is about the school environment - not about any one person or individual.
- There are NO questions asked that refer to an individual educator or administrator rather, questions refer to “leadership” at the school.
- There are no questions on the survey that specifically ask about subject areas or grade levels.
- When the school reports are released (for all schools that reach at least a 50% response rate and with a minimum 5 teachers) there is nothing to indicate any type of teacher or any one administrator in a school or district.
- While there are some demographic questions on the survey, the answers to these questions are only reported at the state level, and not at the district or school level.
- There is no way that any connection can be made that a teacher or principal at a certain school gave a certain response.

How will education policy makers use the results?

The survey is designed to provide information for school improvement planning and should become informational support as districts and schools plan and implement their improvement strategies. The data will inform state level policymakers about the teaching conditions currently in place across Ohio.

How can school district and school building staff use the results?

The New Teacher Center will provide specific tools and resources on how to use the data at the school and district levels. Additionally, NTC provides the new TELL Resource Library for Ohio educators <http://teachingconditions.org/>. NTC will provide a series of pre- and post-survey webinars specifically designed to address strategies for improvement in each of the areas on the survey. In addition, the higher the response rate on the survey for a school, the more beneficial the information will be to promote discussions about instruction, planning time, professional development, school improvement and related policy issues.

What if I’m the only new teacher? Or the only ESL teacher? How will my response really be anonymous?

There is a minimum sample size of at least 5 for any school level report. Unless there are at least 5 teachers within their first three years of teaching, no data will appear on the school report for the “New Teacher Section.”

Additionally, individuals can feel even more secure about their anonymity being protected because:

- It is not possible to view data by role, years of experience, or any other demographic information at the school or district level.
- Demographic data will only be reported at the state level.
- If the Department decides in the future to make raw data available to districts for further research, demographic information will be removed.

How do we know when a school reaches the 50% response rate needed for school-level data?

At www.tellohio.org you can click on any school and view a response rate tracker in real time. You can view the response rate by clicking on the "Response Rate" button.

How long does it take to complete the survey?

TELL Ohio takes approximately 30 minutes to complete. You must complete it in one session and be sure to click "submit" when you are finished.

When will the results be ready? How can they be viewed?

All data will be available (but embargoed for 10 days) on the www.tellOhio.org website approximately 4 weeks after the close of the survey window

- Results show answers to every question by district and by school for those schools reaching the minimum threshold of 50% response.
- Results can be downloaded in Excel spreadsheet format
- Information will be forthcoming on the embargo details
- There will be Guides posted on www.tellOhio.org for districts and schools on how to use the data for school improvement planning.
- Data will be further analyzed relative to student achievement, teacher retention, and other factors and will be available in Fall 2013.

Who is administering this survey?

The Ohio Department of Education has contracted with the New Teacher Center (NTC) to administer the state's survey. NTC is a national organization dedicated to supporting the development of a high-quality teaching force. NTC has conducted similar surveys in other states and provides induction and professional development for teachers and principals across the country.

Since 2008, the NTC has collected more than 760,000 surveys in 20 states, providing critical information to the faculty in more than 19,000 schools about issues such as planning time, facilities and resources, professional development, school and teacher leadership and other aspects of the school environment that can influence teacher effectiveness.

Learn more at: <http://www.newteachercenter.org/tlcsurvey/index.php>

What else can I see at www.tellohio.org?

- Entry to the survey via individualized, anonymous 6 digit access code through letters to schools.
- Real time response rates per school, LEA and state during the administration window.
- Help Desk via web, email and phone throughout survey.
- News Items
- Schedule of Events
- Date when the results will be available

What are access codes, and are they really random?

They are randomized codes that provide confidentiality for the educators, created by the New Teacher Center and associated to school buildings so that school can use the results from their own teachers.

- They are not linked to any individual.
- It is impossible to trace to an individual before, during, or after the survey is completed.
- It does not matter which educator uses a particular code within a school building.
- Each code can only be used once.

Who can I call if I need help, lose my access code, or didn't receive an access code?

Call the toll-free Help Desk number, 1-855-258-2818, Monday through Friday between 7:30 AM and 4:30 PM EST during the survey window. The Help Desk can also be accessed at any time through

- Email helpdesk@tellohio.org .
- Accessing the TELL Ohio website (www.tellohio.org)
- Anyone (principals or teachers) not receiving codes should contact the Help Desk during the survey window.

What if I misplaced or never received my anonymous access code?

Contact the Help Desk by one of three ways:

- Email the Help Desk at helpdesk@tellohio.org and request a code at any time, from any email address
- Call the toll free Help Desk number, 1-855-258-2818, between 7:30AM-4:30PM and request another code
- Use the Instant Message feature on the www.tellohio.org website during Help Desk hours 7:30AM-4:30PM

What should we do if the website has the incorrect number of people for my school?

All requests for headcount changes must be submitted via email by the administrator or OEA Representative.

- Email the Helpdesk at helpdesk@tellohio.org
- Include the name of the school and district as well as the corrected headcount

It may take as long as 48 hours for the change to be reflected on the website.