

*National Longitudinal Study of
Adolescent Health*

*Wave I
School Administrator Questionnaire
Code Book*



Carolina Population Center
University of North Carolina at Chapel Hill

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School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/ Length
Month Questionnaire Completed			AMONTH	num 2
6	1	January		
5	2	February		
7	3	March		
3	4	April		
1	5	May		
1	6	June		
14	8	August		
77	9	September		
25	10	October		
16	11	November		
9	12	December		
8	●	missing		
Day Questionnaire Completed			ADAY	num 2
7	1	1		
7	2	2		
8	3	3		
3	4	4		
4	5	5		
9	6	6		
13	7	7		
5	8	8		
5	9	9		
3	10	10		
4	11	11		
7	12	12		
8	13	13		
6	14	14		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
4	15	15		
3	16	16		
3	17	17		
4	18	18		
10	19	19		
5	20	20		
2	21	21		
1	22	22		
4	23	23		
4	24	24		
2	25	25		
4	26	26		
6	27	27		
3	28	28		
5	29	29		
6	30	30		
9	31	31		
8	●	missing		
Year Questionnaire Completed			AYEAR	num 2
141	94	1994		
23	95	1995		
8	●	missing		
1. Check each grade level included in your school. <i>(If your school is ungraded, check the grade levels that are comparable to the levels taught in your school.)</i>				
PK			A1A	num 1
151	0	not checked		
13	1	checked		
8	●	missing		
K			A1B	num 1

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
143	0	not checked		
21	1	checked		
8	●	missing		
1			A1C	num 1
143	0	not checked		
21	1	checked		
8	●	missing		
2			A1D	num 1
143	0	not checked		
21	1	checked		
8	●	missing		
3			A1E	num 1
143	0	not checked		
21	1	checked		
8	●	missing		
4			A1F	num 1
143	0	not checked		
21	1	checked		
8	●	missing		
5			A1G	num 1
140	0	not checked		
24	1	checked		
8	●	missing		
6			A1H	num 1
103	0	not checked		
61	1	checked		
8	●	missing		
7			A1I	num 1

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
80	0	not checked		
84	1	checked		
8	●	missing		
8			A1J	num 1
78	0	not checked		
86	1	checked		
8	●	missing		
9			A1K	num 1
63	0	not checked		
101	1	checked		
8	●	missing		
10			A1L	num 1
59	0	not checked		
105	1	checked		
8	●	missing		
11			A1M	num 1
59	0	not checked		
105	1	checked		
8	●	missing		
12			A1N	num 1
59	0	not checked		
105	1	checked		
8	●	missing		
13+			A1O	num 1
159	0	not checked		
5	1	checked		
8	●	missing		
2. Which of these characterize your school? Mark all that apply. (CIRCLE ONE ANSWER ON EACH LINE)				

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
a. Comprehensive public school (not including magnet school or school of choice)			A2A	num 1
33	0	no		
131	1	yes		
8	●	missing		
b. Public magnet school (e.g., whole school, magnet program, school within a school)			A2B	num 1
146	0	no		
18	1	yes		
8	●	missing		
c. Public school of choice (open enrollment/non-specialized curriculum)			A2C	num 1
111	0	no		
53	1	yes		
8	●	missing		
d. Year-round school			A2D	num 1
158	0	no		
6	1	yes		
8	●	missing		
e. Area vocational school			A2E	num 1
159	0	no		
5	1	yes		
8	●	missing		
f. Other technical or vocational school			A2F	num 1
156	0	no		
8	1	yes		
8	●	missing		
g. Catholic diocesan			A2G	num 1
160	0	no		
4	1	yes		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
8	●	missing		
h. Catholic parish			A2H	num 1
162	0	no		
2	1	yes		
8	●	missing		
i. Catholic religious order			A2I	num 1
161	0	no		
3	1	yes		
8	●	missing		
j. Other private, religious affiliation			A2J	num 1
157	0	no		
7	1	yes		
8	●	missing		
k. Private school, no religious affiliation			A2K	num 1
160	0	no		
4	1	yes		
8	●	missing		
l. Boarding school			A2L	num 1
163	0	no		
1	1	yes		
8	●	missing		
m. Indian reservation school			A2M	num 1
164	0	no		
8	●	missing		
n. Military academy			A2N	num 1
164	0	no		
8	●	missing		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
o. Alternative/Stay-in-School/Dropout Prevention School			A2O	num 1
162	0	no		
2	1	yes		
8	●	missing		
3. Which of the following best describes the practices for assignment of students to your school? (CIRCLE ONLY ONE ANSWER)			A3	num 1
112	1	a. All pupils in a particular geographic area (or district) attend this school		
22	2	b. Pupils in a particular geographic area (or district) are generally assigned to this school but transfers are frequently allowed (i.e., transfers make up more than 10% of the student body)		
7	3	c. Pupils are assigned from several geographic areas in order to achieve a desired racial or ethnic composition in the school		
4	4	d. Pupils are assigned based on an entrance test or other achievement criteria		
18	5	e. Other (SPECIFY BELOW)		
1	9	multiple response (categories 1 & 2)		
8	●	missing		
4. Is your school a general (comprehensive) school, or is it specialized in some way (i.e., organized for special purposes, or around a special group of students)? (CIRCLE ONLY ONE ANSWER)			A4	num 1
152	1	a. General/comprehensive, including college preparatory (skip to Q.5)		
12	2	b. Specialized		
8	●	missing		
4a. Please indicate the type of specialization. (CIRCLE ALL THAT APPLY)				
a. Science/technology			A4AA	num 1
8	0	not circled		
4	1	circled		
152	7	legitimate skip/not applicable		
8	●	missing		
b. Arts			A4AB	num 1
10	0	not circled		

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Frequency	Code	Response	Variable Name	Type/Length
2	1	circled		
152	7	legitimate skip/not applicable		
8	●	missing		
c. Vocational			A4AC	num 1
10	0	not circled		
2	1	circled		
152	7	legitimate skip/not applicable		
8	●	missing		
d. Handicapped			A4AD	num 1
9	0	not circled		
3	1	circled		
152	7	legitimate skip/not applicable		
8	●	missing		
e. Gifted			A4AE	num 1
10	0	not circled		
2	1	circled		
152	7	legitimate skip/not applicable		
8	●	missing		
f. Foreign language or other humanities			A4AF	num 1
12	0	not circled		
152	7	legitimate skip/not applicable		
8	●	missing		
g. Other (SPECIFY BELOW)			A4AG	num 1
8	0	not circled		
4	1	circled		
152	7	legitimate skip/not applicable		
8	●	missing		
5. What is the approximate average daily attendance level in your school? (CIRCLE ONLY ONE ANSWER)			A5	num 1

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
71	1	a. 95% or more		
68	2	b. 90% to 94%		
14	3	c. 85% to 89%		
9	4	d. 80% to 84%		
2	5	e. 75% to 79%		
8	●	missing		
6. How many people work as full-time classroom teachers in your school (excluding teacher aides)? (WRITE IN NUMBER)			A6	num 3
164		number of full-time classroom teachers—range 5-182		
8	●	missing		
7. What is the average class size in your school (not counting study hall, band, etc.)? (WRITE IN NUMBER)			A7	num 3
164		average class size—range 10-39		
8	●	missing		
8. Approximately what percentage of your full-time classroom teachers are of each of the following races? (WRITE IN THE PERCENT)				
a. White			A8A	num 3
164		% White—range 00-100%		
8	●	missing		
b. Black or African American			A8B	num 3
164		% Black or African American—range 00-100%		
8	●	missing		
c. American Indian or Native American			A8C	num 3
164		% American Indian or Native American—range 00-16%		
8	●	missing		
d. Asian or Pacific Islander			A8D	num 3
164		% Asian or Pacific Islander—range 00-56%		
8	●	missing		
e. Other			A8E	num 3
164		% Other—range 00-52%		

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Frequency	Code	Response	Variable Name	Type/Length
8	●	missing		
9. Approximately what percentage of your full-time classroom teachers are of Hispanic or Spanish origin? (WRITE IN PERCENT)			A9	num 3
162		% of teachers who are of Hispanic or Spanish origin—range 00-52%		
10	●	missing		
10. Approximately what percentage of your full-time classroom teachers are women? (WRITE IN PERCENT)			A10	num 3
164		% of full-time teachers who are women—range 23-100%		
8	●	missing		
11. Approximately what percentage of your full-time classroom teachers have worked at your school for five years or more? (Circle “N.A.” if your school is not at least five years old.) (WRITE IN PERCENT)			A11	num 3
157		% of full-time teachers at school 5 years or more—range 1-100%		
7	997	legitimate skip/not applicable. The school is less than five years old.		
8	●	missing		
12. Approximately what percentage of your full-time classroom teachers are new (i.e., began teaching at this school during the present school year)? (WRITE IN PERCENT)			A12	num 3
164		% of teachers who are new—range 00-99%		
8	●	missing		
13. Approximately what percentage of your full-time classroom teachers hold Master’s degrees or higher? (WRITE IN PERCENT)			A13	num 3
162		% of teachers with Master’s degree—range 00-100%		
10	●	missing		
14. Does your school or school district have a policy that prohibits its teachers and other school personnel from smoking on school premises?			A14	num 1
30	0	no		
134	1	yes (skip to Q.16)		
8	●	missing		
15. Approximately what percentage of your full-time classroom teachers smoke cigarettes at school? (WRITE IN PERCENT)			A15	num 3
29		% of teachers who smoke at school—range 00-25%		

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Frequency	Code	Response	Variable Name	Type/Length
134	997	legitimate skip/not applicable		
1	998	don't know		
8	●	missing		
16. Does your school have a parent-teacher organization or other organization of parents? (CIRCLE ONLY ONE ANSWER)			A16	num 1
15	0	no (skip to Q.18)		
149	1	yes		
8	●	missing		
17. Considering all of the children in your school, approximately what percentage have family members in the parent-teacher organization or other organization of parents? (If you do not know exactly, please give us your best guess.) (WRITE IN PERCENT)			A17	num 3
148		% of children with family in parent organization—range 01-100%		
15	997	legitimate skip/not applicable		
9	●	missing		
18. On average, what percentage of the students in each grade, who were enrolled in your school at the beginning of the school year in 1993, dropped out of school before the end of the school year? (Do not count students who have transferred to another school or who have been expelled. If you do not know exactly, please give us your best estimate. For any grade that is not included in your school, circle "N.A.") (WRITE IN PERCENT)				
a. 7th grade			A18A	num 3
67	0	No 7th grade students dropped out.		
16		% of students who dropped out—range 01-10%		
80	997	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
9	●	missing		
b. 8th grade			A18B	num 3
59	0	No 8th grade students dropped out.		
26		% of students who dropped out—range 01-10%		
79	997	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
8	●	missing		
c. 9th grade			A18C	num 3

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Frequency	Code	Response	Variable Name	Type/Length
35	0	No 9th grade students dropped out.		
59		% of students who dropped out—range 01-31%		
65	997	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
13	●	missing		
d. 10th grade			A18D	num 3
29	0	No 10th grade students dropped out.		
68		% of students who dropped out—range 01-24%		
61	997	not applicable. School does not have this grade or is ungraded.		
14	●	missing		
e. 11th grade			A18E	num 3
20	0	No 11th grade students dropped out.		
77		% of students who dropped out—range 01-24%		
61	997	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
14	●	missing		
f. 12th grade			A18F	num 3
20	0	No 12th grade students dropped out.		
78		% of students who dropped out—range 01-21%		
61	997	legitimate skip/not applicable. School does not have this grade or is an ungraded school..		
13	●	missing		
g. If school is ungraded, indicate total percentage of students who dropped out.			A18G	num 3
1	0	No students at this ungraded school dropped out.		
1	1	1% of students at this ungraded school dropped out.		
2	4	% of students who dropped out. <i>These are 2 graded schools that gave one, combined drop-out percentage.</i>		
160	997	legitimate skip/not applicable—graded schools		
8	●	missing		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
19. On average, what percentage of the students in 1993 who were enrolled in each grade at the beginning of the school year were retained in the same grade (that is, held back) for the next school year? (For any grade that is not included in your school, circle "N.A.") (WRITE IN PERCENT)				
a. 7th grade			A19A	num 3
33	0	No 7th grade students retained.		
51		% of students who were retained—range 01-30%		
80	997	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
8	●	missing		
b. 8th grade			A19B	num 3
37	0	No 8th grade students retained.		
48		% of students who were retained—range 01-20%		
79	997	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
8	●	missing		
c. 9th grade			A19C	num 3
38	0	No 9th grade students retained.		
59		% of students who were retained—range 01-70%		
65	997	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
10	●	missing		
d. 10th grade			A19D	num 3
40	0	No 10th grade students retained.		
60		% of students who were retained—range 01-50%		
61	997	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
11	●	missing		
e. 11th grade			A19E	num 3
36	0	No 11th grade students retained.		
64		% of students who were retained—range 01-25%		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
61	997	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
11	●	missing		
f.	12th grade		A19F	num 3
41	0	No 12th grade students retained.		
59		% of students who were retained—range 01-12%		
61	997	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
11	●	missing		
g.	If school is ungraded, indicate total percentage of students who were retained at the same level.		A19G	num 3
2	0	No students retained at this ungraded school.		
162	997	legitimate skip/not applicable—graded schools		
8	●	missing		
20. According to standardized achievement tests, approximately what percentage of all students at this school are testing: <i>(Circle “N.A.” if your school does not administer standardized achievement tests.)</i> (WRITE IN PERCENT)				
a.	at grade level		A20A	num 3
128		% of students testing at grade level—range 00-100%		
36	997	legitimate skip/not applicable. School does not have this grade.		
8	●	missing		
b.	one or more grade levels below		A20B	num 3
128		% of students testing one or more grade levels below—range 00-100%		
36	997	legitimate skip/not applicable. School does not have this grade.		
8	●	missing		
c.	one or more grade levels above		A20C	num 3
128		% of students testing at least one grade above—range 00-98%		
36	997	legitimate skip/not applicable. School does not have this grade.		
8	●	missing		

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Frequency	Code	Response	Variable Name	Type/Length
21. If your school contains a 12th grade, what percentage of 12th graders currently enrolled will attend a two- or four-year college next year? <i>(If you do not know exactly, please give us your best guess.)</i> (WRITE IN PERCENT)				
			A21	num 3
104		% of 12th graders who will attend college—range 05-100%		
60	997	legitimate skip/not applicable. School does not have this grade.		
8	●	missing		
22. Approximately what percentage of your 12th-grade students are in each of the following instructional programs? <i>(If there is no 12th grade, respond for the highest grade level in your school.)</i> (WRITE IN PERCENT)				
a. academic or college preparatory			A22A	num 3
46	0	No students in this instructional program.		
118		% of students in this instructional program—range 08-100%		
8	●	missing		
b. vocational or occupational preparation			A22B	num 3
75	0	No students in this instructional program.		
89		% of students in this instructional program—range 01-100%		
8	●	missing		
c. general program/no program divisions			A22C	num 3
38	0	No students in this instructional program.		
126		% of students in this instructional program—range 01-100%		
8	●	missing		
d. other			A22D	num 3
140	0	No students in this instructional program.		
24		% of students in this instructional program—range 01-35%		
8	●	missing		
23. For English or language arts, does your school group classes according to ability or achievement? (CIRCLE ONE ANSWER ON EACH LINE)				
a. 7th grade			A23A	num 1
62	0	no		
22	1	yes		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
80	7	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
8	●	missing		
b. 8th grade			A23B	num 1
59	0	no		
26	1	yes		
79	7	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
8	●	missing		
c. 9th grade			A23C	num 1
49	0	no		
49	1	yes		
65	7	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
9	●	missing		
d. 10th grade			A23D	num 1
44	0	no		
58	1	yes		
61	7	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
9	●	missing		
e. 11th grade			A23E	num 1
44	0	no		
58	1	yes		
61	7	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
9	●	missing		
f. 12th grade			A23F	num 1
43	0	no		
59	1	yes		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
61	7	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
9	●	missing		
g. If school is ungraded, respond for total student body			A23G	num 1
1	0	no		
1	1	yes		
162	7	legitimate skip/not applicable. School is graded.		
8	●	missing		
24. Does your school offer sex education, or family life education, or education about human sexuality and/or AIDS or other sexually transmitted diseases? (CIRCLE ONLY ONE ANSWER)			A24	num 1
11	0	no (skip to Q.28)		
153	1	yes		
8	●	missing		
25. In which grades is such instruction offered? (If your school is ungraded, check the grade levels that are comparable to the levels taught in your school.)				
7th			A25A	num 1
16	0	Sex education not offered in this grade.		
59	1	Sex education offered in this grade.		
89	7	legitimate skip/not applicable. School does not have this grade or school does not offer sex education.		
8	●	missing		
8th			A25B	num 1
20	0	Sex education not offered in this grade.		
57	1	Sex education offered in this grade.		
87	7	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
8	●	missing		
9th			A25C	num 1
25	0	Sex education not offered in this grade.		
70	1	Sex education offered in this grade.		

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Frequency	Code	Response	Variable Name	Type/Length
69	7	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
8	●	missing		
10th			A25D	num 1
29	0	Sex education not offered in this grade.		
69	1	Sex education offered in this grade.		
66	7	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
8	●	missing		
11th			A25E	num 1
51	0	Sex education not offered in this grade.		
47	1	Sex education offered in this grade.		
66	7	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
8	●	missing		
12th			A25F	num 1
55	0	Sex education not offered in this grade.		
43	1	Sex education offered in this grade.		
66	7	legitimate skip/not applicable. School does not have this grade or is an ungraded school.		
8	●	missing		
26. Do you have a written curriculum guide for teaching sex education or family life education at your school? (CIRCLE ONLY ONE ANSWER)			A26	num 1
25	0	no		
128	1	yes		
11	7	legitimate skip. School does not offer sex education.		
8	●	missing		
27. In the past five years, have parents ever been formally involved in planning the sex education or family life education curriculum at your school? (CIRCLE ONLY ONE ANSWER)			A27	num 1
71	0	no		

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Frequency	Code	Response	Variable Name	Type/Length
82	1	yes		
11	7	legitimate skip. School does not offer sex education.		
8	●	missing		
28. For each of the following health-related services, please indicate whether it is provided at your school, is provided by your school district but not at your school, referred to other providers, or neither provided nor referred. <i>(If a service is not applicable to your student body—for example, prenatal/postpartum health care—indicate that it is “neither provided nor referred.”)</i> (CIRCLE ONE ANSWER ON EACH LINE)				
a. athletic physical			A28A	num 1
75	1	provided on school premises		
10	2	provided by district, at another school		
61	3	referred to other providers		
16	4	neither provided or referred		
2	9	multiple response		
8	●	missing		
b. non-athletic physical			A28B	num 1
30	1	provided on school premises		
3	2	provided by district, at another school		
57	3	referred to other providers		
74	4	neither provided or referred		
8	●	missing		
c. treatment for minor illnesses and injuries			A28C	num 1
96	1	provided on school premises		
2	2	provided by district, at another school		
33	3	referred to other providers		
30	4	neither provided or referred		
3	9	multiple response		
8	●	missing		
d. diagnostic screenings (e.g., sickle cell anemia, sexually transmitted diseases)			A28D	num 1
14	1	provided on school premises		

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Frequency	Code	Response	Variable Name	Type/Length
1	2	provided by district, at another school		
78	3	referred to other providers		
70	4	neither provided or referred		
1	9	multiple response		
8	●	missing		
e. treatment for sexually transmitted diseases			A28E	num 1
5	1	provided on school premises		
88	3	referred to other providers		
71	4	neither provided or referred		
8	●	missing		
f. immunizations			A28F	num 1
14	1	provided on school premises		
6	2	provided by district, at another school		
119	3	referred to other providers		
24	4	neither provided or referred		
1	9	multiple response		
8	●	missing		
g. family planning counseling			A28G	num 1
15	1	provided on school premises		
1	2	provided by district, at another school		
83	3	referred to other providers		
64	4	neither provided or referred		
1	9	multiple response		
8	●	missing		
h. family planning services			A28H	num 1
5	1	provided on school premises		
2	2	provided by district, at another school		
82	3	referred to other providers		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
75	4	neither provided or referred		
8	●	missing		
i. prenatal/postpartum health care			A28I	num 1
5	1	provided on school premises		
7	2	provided by district, at another school		
63	3	referred to other providers		
88	4	neither provided or referred		
9	●	missing		
j. drug awareness and resistance education program			A28J	num 1
137	1	provided on school premises		
3	2	provided by district, at another school		
17	3	referred to other providers		
4	4	neither provided or referred		
3	9	multiple response		
8	●	missing		
k. drug abuse program			A28K	num 1
67	1	provided on school premises		
4	2	provided by district, at another school		
70	3	referred to other providers		
20	4	neither provided or referred		
3	9	multiple response		
8	●	missing		
l. alcohol abuse program			A28L	num 1
64	1	provided on school premises		
4	2	provided by district, at another school		
73	3	referred to other providers		
21	4	neither provided or referred		
2	9	multiple response		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
8	●	missing		
m. nutrition/weight loss program			A28M	num 1
26	1	provided on school premises		
4	2	provided by district, at another school		
75	3	referred to other providers		
58	4	neither provided or referred		
1	9	multiple response		
8	●	missing		
n. emotional counseling			A28N	num 1
96	1	provided on school premises		
1	2	provided by district, at another school		
56	3	referred to other providers		
9	4	neither provided or referred		
2	9	multiple response		
8	●	missing		
o. rape counseling program			A28O	num 1
17	1	provided on school premises		
114	3	referred to other providers		
32	4	neither provided or referred		
1	9	multiple response		
8	●	missing		
p. physical violence program (e.g., family violence, partner abuse)			A28P	num 1
14	1	provided on school premises		
112	3	referred to other providers		
37	4	neither provided or referred		
1	9	multiple response		
8	●	missing		
q. day care for children of currently enrolled students			A28Q	num 1

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
12	1	provided on school premises		
15	2	provided by district, at another school		
41	3	referred to other providers		
96	4	neither provided or referred		
8	●	missing		
r. physical fitness/recreation center			A28R	num 1
69	1	provided on school premises		
1	2	provided by district, at another school		
35	3	referred to other providers		
59	4	neither provided or referred		
8	●	missing		
29. In your school, if a student becomes pregnant is she: (CIRCLE ONE ANSWER ON EACH LINE)				
a. allowed to continue in her regular classes?			A29A	num 1
11	0	no		
149	1	yes		
2	7	legitimate skip/not applicable. Student body is all male.		
10	●	missing		
b. taught in separate classes?			A29B	num 1
155	0	no		
4	1	yes		
2	7	legitimate skip/not applicable. Student body is all male.		
1	9	multiple response		
10	●	missing		
c. enrolled in a separate school (include home tutoring)?			A29C	num 1
109	0	no		
50	1	yes		
2	7	legitimate skip/not applicable. Student body is all male.		
1	9	multiple response		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
10	●	missing		
d. offered for-credit courses in parenting?			A29D	num 1
126	0	no		
32	1	yes		
2	7	legitimate skip/not applicable. Student body is all male.		
1	9	multiple response		
11	●	missing		
e. offered counseling?			A29E	num 1
24	0	no		
135	1	yes		
2	7	legitimate skip/not applicable. Student body is all male.		
1	9	multiple response		
10	●	missing		
30. To the best of your knowledge, how many students at your school became pregnant during the past school year? <i>(If you do not know exactly, please give us your best guess.)</i> (WRITE IN NUMBER)			A30	num 3
160		Number of students who became pregnant—range 0-150.		
2	997	legitimate skip/not applicable. Student body is all male.		
10	●	missing		
31. In your school, what happens to a student who is caught:				
a. Cheating, first occurrence			A31A	num 2
11	1	no policy		
28	3	verbal warning		
90	4	minor action		
25	5	in-school suspension ¹		
7	6	out-of-school suspension ²		
1	97	legitimate skip/not applicable		
2	99	multiple response		
8	●	missing		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
b. Cheating, second occurrence			A31B	num 2
11	1	no policy		
1	3	verbal warning		
52	4	minor action		
73	5	in-school suspension ¹		
21	6	out-of-school suspension ²		
4	7	expulsion ³		
1	97	legitimate skip/not applicable		
1	99	multiple response		
8	●	missing		
c. Fighting with another student, first occurrence			A31C	num 2
4	3	verbal warning		
8	4	minor action		
41	5	in-school suspension ¹		
107	6	out-of-school suspension ²		
1	7	expulsion ³		
3	99	multiple response		
8	●	missing		
d. Fighting with another student, second occurrence			A31D	num 2
4	4	minor action		
16	5	in-school suspension ¹		
120	6	out-of-school suspension ²		
19	7	expulsion ³		
1	97	legitimate skip/not applicable. Student expelled after 1st offense.		
4	99	multiple response		
8	●	missing		
e. Injuring another student, first occurrence			A31E	num 2
2	3	verbal warning		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
13	4	minor action		
35	5	in-school suspension ¹		
101	6	out-of-school suspension ²		
8	7	expulsion ³		
5	99	multiple response		
8	●	missing		
f. Injuring another student, second occurrence			A31F	num 2
4	4	minor action		
10	5	in-school suspension ¹		
95	6	out-of-school suspension ²		
42	7	expulsion ³		
8	97	legitimate skip/not applicable. Student expelled after 1st offense.		
5	99	multiple response		
8	●	missing		
g. Possessing alcohol, first occurrence			A31G	num 2
4	4	minor action		
19	5	in-school suspension ¹		
116	6	out-of-school suspension ²		
22	7	expulsion ³		
2	99	multiple response		
9	●	missing		
h. Possessing alcohol, second occurrence			A31H	num 2
2	4	minor action		
5	5	in-school suspension ¹		
81	6	out-of-school suspension ²		
51	7	expulsion ³		
22	97	legitimate skip/not applicable. Student expelled after 1st offense.		
3	99	multiple response		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
8	●	missing		
i. Possessing an illegal drug, first occurrence			A31I	num 2
1	4	minor action		
8	5	in-school suspension ¹		
104	6	out-of-school suspension ²		
48	7	expulsion ³		
3	99	multiple response		
8	●	missing		
j. Possessing an illegal drug, second occurrence			A31J	num 2
1	5	in-school suspension ¹		
49	6	out-of-school suspension ²		
63	7	expulsion ³		
48	97	legitimate skip/not applicable. Student expelled after 1st offense.		
3	99	multiple response		
8	●	missing		
k. Possessing a weapon, first occurrence			A31K	num 2
2	5	in-school suspension ¹		
41	6	out-of-school suspension ²		
114	7	expulsion ³		
7	99	multiple response		
8	●	missing		
l. Possessing a weapon, second occurrence			A31L	num 2
14	6	out-of-school suspension ²		
32	7	expulsion ³		
114	97	legitimate skip/not applicable. Student expelled after 1st offense.		
4	99	multiple response		
8	●	missing		
m. Drinking alcohol at school, first occurrence			A31M	num 2

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
2	4	minor action		
15	5	in-school suspension ¹		
116	6	out-of-school suspension ²		
29	7	expulsion ³		
1	99	multiple response		
9	●	missing		
n. Drinking alcohol at school, second occurrence			A31N	num 2
1	4	minor action		
3	5	in-school suspension ¹		
69	6	out-of-school suspension ²		
60	7	expulsion ³		
29	97	legitimate skip/not applicable. Student expelled after 1st offense.		
2	99	multiple response		
8	●	missing		
o. Using an illegal drug at school, first occurrence			A31O	num 2
6	5	in-school suspension ¹		
102	6	out-of-school suspension ²		
52	7	expulsion ³		
3	99	multiple response		
9	●	missing		
p. Using an illegal drug at school, second occurrence			A31P	num 2
1	5	in-school suspension ¹		
46	6	out-of-school suspension ²		
61	7	expulsion ³		
52	97	legitimate skip/not applicable. Student expelled after 1st offense.		
4	99	multiple response		
8	●	missing		
q. Smoking at school, first occurrence			A31Q	num 2

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
9	3	verbal warning		
30	4	minor action		
63	5	in-school suspension ¹		
60	6	out-of-school suspension ²		
1	7	expulsion ³		
1	99	multiple response		
8	●	missing		
r. Smoking at school, second occurrence			A31R	num 2
1	3	verbal warning		
9	4	minor action		
35	5	in-school suspension ¹		
105	6	out-of-school suspension ²		
12	7	expulsion ³		
1	97	legitimate skip/not applicable. Student expelled after 1st offense.		
1	99	multiple response		
8	●	missing		
s. Verbally abusing a teacher, first occurrence			A31S	num 2
1	1	no policy		
9	3	verbal warning		
22	4	minor action		
53	5	in-school suspension ¹		
74	6	out-of-school suspension ²		
1	7	expulsion ³		
4	99	multiple response		
8	●	missing		
t. Verbally abusing a teacher, second occurrence			A31T	num 2
1	1	no policy		
10	4	minor action		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
17	5	in-school suspension ¹		
95	6	out-of-school suspension ²		
34	7	expulsion ³		
1	97	legitimate skip/not applicable. Student expelled after 1st offense.		
6	99	multiple response		
8	●	missing		
u. Physically injuring a teacher, first occurrence			A31U	num 2
4	5	in-school suspension ¹		
47	6	out-of-school suspension ²		
105	7	expulsion ³		
8	99	multiple response		
8	●	missing		
v. Physically injuring a teacher, second occurrence			A31V	num 2
1	5	in-school suspension ¹		
17	6	out-of-school suspension ²		
37	7	expulsion ³		
105	97	legitimate skip/not applicable. Student expelled after 1st offense.		
4	99	multiple response		
8	●	missing		
w. Stealing school property, first occurrence			A31W	num 2
1	1	no policy		
9	4	minor action		
38	5	in-school suspension ¹		
103	6	out-of-school suspension ²		
9	7	expulsion ³		
4	99	multiple response		
8	●	missing		
x. Stealing school property, second occurrence			A31X	num 2

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
1	1	no policy		
2	4	minor action		
5	5	in-school suspension ¹		
83	6	out-of-school suspension ²		
56	7	expulsion ³		
9	97	legitimate skip/not applicable. Student expelled after 1st offense.		
8	99	multiple response		
8	●	missing		
¹ <i>In-school suspension</i> means that the student does not attend classes, but comes to school. ² <i>Out-of-school suspension</i> means the student must stay out of school for a time. ³ <i>Expulsion</i> means the student must withdraw permanently.				
32. Listed below are rules that some schools have. Please indicate the grades for which these rules apply at your school. (CIRCLE ALL THAT APPLY ON EACH LINE)				
a. Hall passes are required—7th grade.			A32A7	num 1
75	1	yes		
9	3	not applicable. School does not have rule.		
80	7	not applicable. School does not have grade.		
8	●	missing		
a. Hall passes are required—8th grade.			A32A8	num 1
1	0	no		
77	1	yes		
8	3	not applicable. School does not have rule.		
78	7	not applicable. School does not have grade.		
8	●	missing		
a. Hall passes are required—9th grade.			A32A9	num 1
91	1	yes		
10	3	not applicable. School does not have rule.		
63	7	not applicable. School does not have grade.		
8	●	missing		
a. Hall passes are required—10th grade.			A32A10	num 1

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
95	1	yes		
10	3	not applicable. School does not have rule.		
59	7	not applicable. School does not have grade.		
8	●	missing		
a. Hall passes are required—11th grade.			A32A11	num 1
1	0	no		
94	1	yes		
10	3	not applicable. School does not have rule.		
59	7	not applicable. School does not have grade.		
8	●	missing		
a. Hall passes are required—12th grade.			A32A12	num 1
1	0	no		
94	1	yes		
10	3	not applicable. School does not have rule.		
59	7	not applicable. School does not have grade.		
8	●	missing		
b. Visitors must sign in at the main office—7th grade.			A32B7	num 1
82	1	yes		
2	3	not applicable. School does not have rule.		
80	7	not applicable. School does not have grade.		
8	●	missing		
b. Visitors must sign in at the main office—8th grade.			A32B8	num 1
1	0	no		
83	1	yes		
2	3	not applicable. School does not have rule.		
78	7	not applicable. School does not have grade.		
8	●	missing		
b. Visitors must sign in at the main office—9th grade.			A32B9	num 1

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
95	1	yes		
6	3	not applicable. School does not have rule.		
63	7	not applicable. School does not have grade.		
8	●	missing		
b. Visitors must sign in at the main office—10th grade.			A32B10	num 1
99	1	yes		
6	3	not applicable. School does not have rule.		
59	7	not applicable. School does not have grade.		
8	●	missing		
b. Visitors must sign in at the main office—11th grade.			A32B11	num 1
99	1	yes		
6	3	not applicable. School does not have rule.		
59	7	not applicable. School does not have grade.		
8	●	missing		
b. Visitors must sign in at the main office—12th grade.			A32B12	num 1
99	1	yes		
6	3	not applicable. School does not have rule.		
59	7	not applicable. School does not have grade.		
8	●	missing		
c. Students may not leave the school grounds—7th grade.			A32C7	num 1
83	1	applies		
1	3	not applicable. School does not have rule.		
80	7	not applicable. School does not have grade.		
8	●	missing		
c. Students may not leave the school grounds—8th grade.			A32C8	num 1
1	0	doesn't apply		
84	1	applies		
1	3	not applicable. School does not have rule.		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
78	7	not applicable. School does not have grade.		
8	●	missing		
c. Students may not leave the school grounds—9th grade.			A32C9	num 1
1	0	doesn't apply		
87	1	applies		
13	3	not applicable. School does not have rule.		
63	7	not applicable. School does not have grade.		
8	●	missing		
c. Students may not leave the school grounds—10th grade.			A32C10	num 1
4	0	doesn't apply		
87	1	applies		
14	3	not applicable. School does not have rule.		
59	7	not applicable. School does not have grade.		
8	●	missing		
c. Students may not leave the school grounds—11th grade.			A32C11	num 1
10	0	doesn't apply		
81	1	applies		
14	3	not applicable. School does not have rule.		
59	7	not applicable. School does not have grade.		
8	●	missing		
c. Students may not leave the school grounds—12th grade.			A32C12	num 1
18	0	doesn't apply		
73	1	applies		
14	3	not applicable. School does not have rule.		
59	7	not applicable. School does not have grade.		
8	●	missing		
d. Students may not smoke at school—7th grade.			A32D7	num 1
84	1	applies		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
80	7	not applicable. School does not have grade.		
8	●	missing		
d. Students may not smoke at school—8th grade.			A32D8	num 1
1	0	doesn't apply		
85	1	applies		
78	7	not applicable. School does not have grade.		
8	●	missing		
d. Students may not smoke at school—9th grade.			A32D9	num 1
100	1	applies		
1	3	not applicable. School does not have rule.		
63	7	not applicable. School does not have grade.		
8	●	missing		
d. Students may not smoke at school—10th grade.			A32D10	num 1
104	1	applies		
1	3	not applicable. School does not have rule.		
59	7	not applicable. School does not have grade.		
d. Students may not smoke at school—11th grade.			A32D11	num 1
104	1	applies		
1	3	not applicable. School does not have rule.		
59	7	not applicable. School does not have grade.		
8	●	missing		
d. Students may not smoke at school—12th grade.			A32D12	num 1
104	1	applies		
1	3	not applicable. School does not have rule.		
59	7	not applicable. School does not have grade.		
8	●	missing		
e. Students must obey a dress code—7th grade.			A32E7	num 1
75	1	yes		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
9	3	not applicable. School does not have rule.		
80	7	not applicable. School does not have grade.		
8	●	missing		
e. Students must obey a dress code—8th grade.			A32E8	num 1
1	0	no		
76	1	yes		
9	3	not applicable. School does not have rule.		
78	7	not applicable. School does not have grade.		
8	●	missing		
e. Students must obey a dress code—9th grade.			A32E9	num 1
84	1	yes		
17	3	not applicable. School does not have rule.		
63	7	not applicable. School does not have grade.		
8	●	missing		
e. Students must obey a dress code—10th grade.			A32E10	num 1
87	1	yes		
18	3	not applicable. School does not have rule.		
59	7	not applicable. School does not have grade.		
8	●	missing		
e. Students must obey a dress code—11th grade.			A32E11	num 1
87	1	yes		
18	3	not applicable. School does not have rule.		
59	7	not applicable. School does not have grade.		
8	●	missing		
e. Students must obey a dress code—12th grade.			A32E12	num 1
87	1	yes		
18	3	not applicable. School does not have rule.		
59	7	not applicable. School does not have grade.		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
8	●	missing		
f. Students may not park their cars on school grounds—7th grade.			A32F7	num 1
19	1	applies		
65	3	not applicable. School does not have rule.		
80	7	not applicable. School does not have grade.		
8	●	missing		
f. Students may not park their cars on school grounds—8th grade.			A32F8	num 1
19	1	applies		
67	3	not applicable. School does not have rule.		
78	7	not applicable. School does not have grade.		
8	●	missing		
f. Students may not park their cars on school grounds—9th grade.			A32F9	num 1
2	0	doesn't apply		
23	1	applies		
76	3	not applicable. School does not have rule.		
63	7	not applicable. School does not have grade.		
8	●	missing		
f. Students may not park their cars on school grounds—10th grade.			A32F10	num 1
6	0	doesn't apply		
18	1	applies		
81	3	not applicable. School does not have rule.		
59	7	not applicable. School does not have grade.		
8	●	missing		
f. Students may not park their cars on school grounds— 11th grade.			A32F11	num 1
11	0	doesn't apply		
13	1	applies		
81	3	not applicable. School does not have rule.		
59	7	not applicable. School does not have grade.		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
8	●	missing		
f.		Students may not park their cars on school grounds— 12th grade.	A32F12	num 1
13	0	doesn't apply		
11	1	applies		
81	3	not applicable. School does not have rule.		
59	7	not applicable. School does not have grade.		
8	●	missing		
33.		Finally, we would appreciate receiving any brochures or annual reports that describe your school. If available, please send them along with the completed questionnaire. Also, if your school has a yearbook, we would like to purchase a copy. In the space provided below, please indicate the cost.	A33	num 3
98		range \$6-\$65		
2	997	not applicable		
72	●	missing		
School code			ASCHLCDE	num 3
Created variable indicating that the school is graded.			AGRADED	num 1
2	0	School does not have grades.		
162	1	School has grades.		
8	●	missing		
Created variable indicating that school only completed a School Administrator Questionnaire and did not participate in any other data collection effort.			APART	num 1
144	0	Participated in In-School survey		
18	1	School Administrator only/No In-School survey		
10	2	Roster only/No In-School survey		
Urbanicity*			AURBAN	num 1
56	1	Urban		
94	2	Suburban		
22	3	Rural		

School Administrator Questionnaire Code Book

Frequency	Code	Response	Variable Name	Type/Length
Region			AREGION	num 1
32	1	West		
43	2	Midwest		
69	3	South		
28	4	Northeast		
Type of school			ATYPE	num 1
155	1	Public		
17	2	Private		
Size of school			ASIZE	num 1
39	1	Small (1-400 students)		
78	2	Medium (401-1000 students)		
55	3	Large (1001-4000 students)		

* AURBAN

The urban/suburban/rural designation in the School Administrator questionnaire comes from the QED data. According to the QED, the LOCALE variable from the NCES data was used to create the variable Add Health calls AURBAN.

The NCES web site has the following LOCALE designations.

1. Central city of a Consolidated Metropolitan Statistical Area (CMSA) or Metropolitan Statistical Area (MSA) with population of 250,000 or more.
2. Central city of a CMSA or MSA but not designated as a large central city.
3. Place within the CMSA or MSA of a large central city.
4. Place within the CMSA or MSA of a mid-size central city.
5. Place not within a CMSA or MSA but with population of 25,000 or more and defined as urban.
6. Place not within a CMSA or MSA with a population of at least 2,500 but less than 25,000.
7. Place not within a CMSA or MSA and designated as rural.
8. Place within a CMSA or MSA designated as rural (this code not available prior to 1998).

Using the above classifications, the tri-level urbanicity variable was created by the QED as follows.

Values 1,2 = urban

Values 3,4,5,6 = suburban

Values 7,8 = rural

The values for AURBAN are

1 = urban

2 = suburban

3 = rural

Guide to Recoded Variables

Three types of recodes were applied to the data—global, variable-specific, and school-specific. Examples of global changes include converting NORC special error codes to standard CPC format and recoding “no,” “unmarked,” and “does not apply” responses from 2 to 0. Variable-specific recodes were made to make responses between variables consistent. School-specific recodes added information which was missing from the original questionnaire. Variables which were recoded based on variable-specific or school-specific rationales are documented below.

Global Recodes

1. Questions with response categories of “no,” “unmarked,” and “does not apply” were recoded from a value of 2 to a value of 0.

Variables affected: A1A through A1O, A2A through A2O, A4AA through A4AG, A14, A16, A23A through A23G, A24, A25A through A25F, A26, A27, A29A through A29E, A32A7 through A32F12

Variable-Specific Recodes

Sets of variables were recoded to make them consist with each other in two cases. The first case dealt with grade-specific questions. For instance, if a school did not have a seventh grade, then questions specifically regarding the seventh grade were coded “7,” “97,” or “997” (legitimate skip). There were three types of grade-consistency recoding.

1. If the school had grades (was graded), responses regarding ungraded schools were assigned “7” or “997” (legitimate skip).

Variables affected: A18G, A19G, A23G

2. If the school did not have a particular grade, responses regarding that grade were assigned “7” (legitimate skip).

Variables affected: A23A through A23F, A25A through A25F, A32A7 through A32A12, A32B7 through A32B12, A32C7 through A32C12, A32D7 through A32D12, A32E7 through A32E12, A32F7 through A32F12

3. If the school did not have grades (was ungraded), responses regarding specific grades were assigned “7” or “997” (legitimate skip).

Variables affected: A18A through A18F, A19A through A19F, A23A through A23F

The second case of consistency recoding dealt with program-, rule-, or policy-specific questions.

1. If a school did not offer sex education (A24), then A25A through F (In which grades is such instruction offered?), A26 (Do you have a written curriculum guide for teaching sex education or family life education at your school?), and A27 (In the past five years, have

parents ever been formally involved in planning the sex education or family life education curriculum at your school?) were recoded as “7” (legitimate skip).

Variables affected: A25A through A25F, A26, A27

2. If the school expelled a student after a first offense, the response for the second offense was recoded as “97” (legitimate skip).

Variables affected: A31B, A31D, A31F, A31H, A31J, A31L, A31N, A31P, A31R, A31T, A31V, A31X

3. Question 32 (A32) asked administrators to mark for which grades various rules applied. If a school did not have the rule (they circled “NA” for the rule), the question was assigned a code of “3” (not applicable). If a school did not have the grade, the question was assigned “7” (legitimate skip).

Variables affected: A32A7 through A32A12, A32B7 through A32B12, A32C7 through A32C12, A32D7 through A32D12, A32E7 through A32E12, A32F7 through A32F12.

School-Specific Recodes

Questionnaires with missing data were identified and the following decisions were made as to recoding.

1. For schools 123 and 150 month and day of completion of the School Administrator survey was not given. For these schools, the date of administration of the In-School Questionnaire was used as the date of completion.
2. Schools 68 and 166 marked they were both comprehensive and specialized and gave areas of specialization. They were recoded to specialized only.