



Portland Public Schools

State/Federal Ethnicity & Race Data Collection Form

Name: _____ **Employee ID#** _____ **Date:** _____

Beginning Spring 2010, there are two questions that every employee is asked regarding Ethnicity and Race, and both questions must be answered in order for a staff record to be considered complete by the Oregon Department of Education and the Federal Government.

Question #1—Ethnicity:

Are you Latino or Hispanic? Yes No

Persons of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

All persons answering “Yes” to this question will be identified as Latino or Hispanic for reporting purposes, regardless of their answer to the race question below. However, they must still answer the race question, which is required to make a record complete.

Question #2—Race:

How would you describe your racial identity? Please choose all racial categories that apply to you:
All persons who identify with more than one of the below five races will be identified as “Two or More Races” for reporting purposes.

- American Indian or Alaska Native**
Persons having origins in any of the original peoples of North and South America (including Central America) and who maintain a tribal affiliation or community attachment.

- Asian**
Persons having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

- Black or African American**
Persons having origins in any of the original peoples of the Black racial groups of Africa.

- Native Hawaiian or Pacific Islander**
Persons having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Island.

- White**
Persons having origins in any of the original peoples of Europe, the Middle East, or North Africa.

- I decline to answer**
If you do not self-identify, federal law requires that the District designate another staff person to choose one or more categories for you based on prior knowledge and observation; this practice is known as Observer-Identification. We firmly believe self-identification is preferable, but are required to implement Observer-Identification as a last resort to complete a record.

Employee Signature _____
 (Required, even if declined to answer)

TO BE USED BY VISUAL ASSESSMENT OF OBSERVER-IDENTIFICATION ONLY

- | | | |
|--|--------------------------------|--|
| <input type="checkbox"/> American Indian or Alaska Native | <input type="checkbox"/> Asian | <input type="checkbox"/> Black or African American |
| <input type="checkbox"/> Native Hawaiian or Other Pacific Islander | <input type="checkbox"/> White | |

Position _____ Signature _____ Date _____