

## Survey for Instructional Staff

As you are aware, school districts in the State of Alabama evaluate the work of school administrators. One aspect of these evaluations includes the use of surveys to gather information from instructional staff who work in a principal's school. This information is used to assist in assessing the effectiveness of the principal in areas of leadership, management, communication, and community relations.

Because you are an instructional staff member in the school of the principal named on the front cover, you have been randomly selected to complete this survey. It will take around 15-20 minutes to complete. Your responses are important and will remain confidential. Therefore, do not place your name on this survey. When you have finished, return the survey in the enclosed envelope to the contact person named on the cover of this survey. If you have any questions, you may call the contact person.

Please respond to all statements by circling one number or letter to the right of the statement. Respond from your own knowledge about this principal using the following rating scale with the corresponding response choices:

- 1 - rarely
- 2 - sometimes
- 3 - usually
- 4 - almost always
- x - don't know

<u>Statement</u>	<i>rarely</i>	<i>sometimes</i>	<i>usually</i>	<i>almost always</i>	<i>don't know</i>
1. My principal keeps me informed of school matters pertinent to me.	1	2	3	4	x
2. I am given the opportunity to provide input on school matters that affect me.	1	2	3	4	x
3. My principal is good at identifying and overcoming barriers to teaching and learning.	1	2	3	4	x
4. My principal requires that we as a school examine what we are doing, how we are doing it, and why we are doing it.	1	2	3	4	x
5. My principal uses information about student performance to improve schoolwide instruction.	1	2	3	4	x
6. My principal is knowledgeable of laws and policies that govern the school and school system.	1	2	3	4	x
7. My principal is good at identifying and solving problems.	1	2	3	4	x
8. My principal finds new ways to do things better.	1	2	3	4	x
9. This school is a good place to work	1	2	3	4	x

<u>Statement</u>	<i>rarely</i>	<i>sometimes</i>	<i>usually</i>	<i>almost always</i>	<i>don't know</i>
10. My principal delegates leadership to teachers and others in the school and helps us achieve success in these activities.	1	2	3	4	x
11. My principal leads us in celebrating academic improvement.	1	2	3	4	x
12. My principal maintains open, two-way communication with school staff.	1	2	3	4	x
13. My principal sets high standards for staff and student performance.	1	2	3	4	x
14. My principal actively seeks resources for our school.	1	2	3	4	x
15. My principal communicates information clearly and succinctly.	1	2	3	4	x
16. My principal actively leads us in developing and implementing school policies and procedures.	1	2	3	4	x
17. My principal takes an active role in improving curriculum and instruction.	1	2	3	4	x
18. My principal ensures that the school is a place for learning.	1	2	3	4	x
19. My principal promotes the importance of measuring student progress systematically.	1	2	3	4	x
20. My principal performs duties in a professional manner.	1	2	3	4	x
21. My principal makes faculty and staff a part of the decision making process.	1	2	3	4	x
22. My principal communicates the importance of focusing on the needs of students and parents.	1	2	3	4	x
23. My principal actively promotes the school.	1	2	3	4	x
24. My principal promotes and supports innovations.	1	2	3	4	x
25. My principal uses information gained from a variety of sources to lead us in making changes in the school.	1	2	3	4	x
26. My principal manages available funds well.	1	2	3	4	x

<b><u>Statement</u></b>	<i>rarely</i>	<i>sometimes</i>	<i>usually</i>	<i>almost always</i>	<i>don't know</i>
27. My principal promotes the use of technology in all aspects of the school.	1	2	3	4	x
28. My principal is a positive person who maintains his/her composure.	1	2	3	4	x
29. My principal monitors programs and improvement in our school.	1	2	3	4	x
30. My principal establishes school routines and procedures that contribute to learning and teaching.	1	2	3	4	x
31. My principal creates opportunities for faculty, staff, parents, and others to share ideas, suggestions, etc.	1	2	3	4	x
32. My principal provides me with professional growth opportunities.	1	2	3	4	x
33. My principal provides assistance to me in utilizing technology in the classroom.	1	2	3	4	x
34. My principal evaluates my teaching in accordance with established procedures.	1	2	3	4	x
35. This school is a safe and secure place to work.	1	2	3	4	x

## Survey for Students: Grades 4-6

From time to time, schools in the State of Alabama have students respond to questions about their school. Because you go to this school, you have been chosen to answer some questions about your principal. It will take around 15-20 minutes to complete these questions. No one will know how you answer the questions. **Do not** place your name on this survey.

Please respond to all questions by circling your answer to the right of the question. Respond from your own knowledge about your principal and school.

### Statement

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|--|-----|----|------------|
| 1. Does this school let your parents know how you are doing in school?                     | Yes | No | Don't Know |
| 2. Can students help make rules and decisions in this school?                              | Yes | No | Don't Know |
| 3. Do you feel safe in this school?  | Yes | No | Don't Know |
| 4. Do students have computers to use at this school?                                       | Yes | No | Don't Know |
| 5. Is your school building kept clean?   | Yes | No | Don't Know |
| 6. Do you know what to do if there is a fire drill or storm alert at this school?          | Yes | No | Don't Know |
| 7. Are students encouraged to use computers in their school work?                          | Yes | No | Don't Know |
| 8. Does this principal expect you to follow school rules?                                  | Yes | No | Don't Know |
| 9. Do students get in trouble at school if they don't follow school rules?                 | Yes | No | Don't Know |
| 10. Does this school have special events and programs to honor students and teachers?      | Yes | No | Don't Know |
| 11. Does the principal in this school let students know that they should do well in class? | Yes | No | Don't Know |
| 12. If something about this school bothers you, do you know who to talk to at this school? | Yes | No | Don't Know |

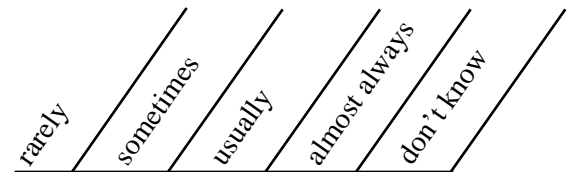
## Survey for Students: Grades 7-12

On a regular basis, school districts in the State of Alabama evaluate the work of school administrators. One aspect of these evaluations includes the use of surveys to gather information from students enrolled in a principal's school. This information is used to assist in determining how well a principal is doing his or her job.

Because you are enrolled in this school, you have been randomly selected to complete this survey about your principal. It will take around 15-20 minutes to complete. Your responses are important and will remain confidential. Therefore, **do not** place your name on this survey.

Please respond to all statements by circling one number or letter to the right of the statement. Respond from your own knowledge about your principal and school using the following rating scale with the corresponding response choices:

- 1 - rarely
- 2 - sometimes
- 3 - usually
- 4 - almost always
- x - don't know



<u>Statement</u>	1	2	3	4	x
1. This school lets my parents know how I am doing in school.	1	2	3	4	x
2. Students at this school help make rules and decisions that affect the school.	1	2	3	4	x
3. I feel safe in this school.	1	2	3	4	x
4. Students have access to computers in this school.	1	2	3	4	x
5. This school building is kept clean.	1	2	3	4	x
6. Students in this school know procedures to follow in case of an emergency.	1	2	3	4	x
7. Students are encouraged to use computers in their work.	1	2	3	4	x
8. This school lets students know how well they are doing academically.	1	2	3	4	x
9. Students think that this is a good school.	1	2	3	4	x
10. This school keeps students informed of activities and matters that affect them.	1	2	3	4	x

**Statement**

<i>rarely</i>	<i>sometimes</i>	<i>usually</i>	<i>almost always</i>	<i>don't know</i>
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11. This school has special ceremonies and programs to honor students and teachers accomplishments.	1	2	3	4	x
12. If I have a question or concern about a school matter, I know who, on the school staff, I can go to about it.	1	2	3	4	x
13. The principal of this school lets students know the importance of doing well at whatever they do.	1	2	3	4	x
14. The principal of this school encourages academic activities such as math contests, science fairs, forensic tournaments, etc.	1	2	3	4	x
15. Students are able to provide suggestions about what is needed in this school.	1	2	3	4	x
16. I am required to follow the rules and procedures of this school	1	2	3	4	x

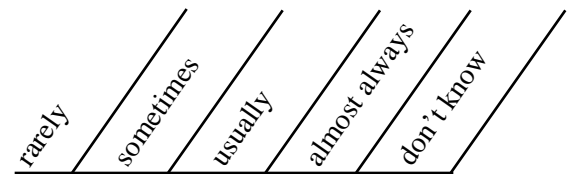
## Survey for Parents/Guardians

On a regular basis, school districts in the State of Alabama evaluate the work of school administrators. One aspect of these evaluations includes the use of surveys to gather information from parents or guardians of students enrolled in a principal's school. This information is used to assist in assessing the effectiveness of the principal in areas of leadership, management, communication, and community relations.

Because you have a child enrolled in the school of the principal named on the front cover, you have been randomly selected to complete this survey. It will take around 15-20 minutes to complete. Your responses are important and will remain confidential. Therefore, do not place your name on this survey. When you have finished, return the survey in the enclosed, stamped envelope. If you have any questions, call the contact person named on the cover of this survey.

Please respond to all statements by circling one number or letter to the right of the statement. Respond from your own knowledge about this principal using the following rating scale with the corresponding response choices:

- 1 - rarely
- 2 - sometimes
- 3 - usually
- 4 - almost always
- x - don't know



<b><u>Statement</u></b>	<i>rarely</i>	<i>sometimes</i>	<i>usually</i>	<i>almost always</i>	<i>don't know</i>
1. This principal keeps parents informed of school matters pertinent to them.	1	2	3	4	x
2. Parents are given the opportunity to provide input on school matters that affect them.	1	2	3	4	x
3. This principal is good at identifying and overcoming barriers to the education of our children.	1	2	3	4	x
4. This principal leads parents or parent groups in examination of what the school is doing, how it is being done, and why it is being done.	1	2	3	4	x
5. This principal engages parents or parent groups in school improvement planning.	1	2	3	4	x
6. This principal informs parents about current laws and policies that affect the education of their children.	1	2	3	4	x
7. This principal is good at identifying and solving problems.	1	2	3	4	x
8. This principal finds new ways to do things better.	1	2	3	4	x
9. This school is a good place to send my children.	1	2	3	4	x

<b><u>Statement</u></b>	<i>rarely</i>	<i>sometimes</i>	<i>usually</i>	<i>almost always</i>	<i>don't know</i>
10. This principal delegates leadership roles to parents or parent groups and helps them achieve success in these roles.	1	2	3	4	x
11. This principal leads us in celebrating the achievements of our children.	1	2	3	4	x
12. This principal maintains open, two-way communication with parents.	1	2	3	4	x
13. This principal sets high standards for staff and student performance.	1	2	3	4	x
14. This principal actively seeks resources for our school.	1	2	3	4	x
15. This principal communicates information clearly and succinctly.	1	2	3	4	x
16. This principal actively involves parents or parent groups in developing and implementing school policies and procedures.	1	2	3	4	x
17. This principal takes an active role in improving instruction of our children	1	2	3	4	x
18. This principal ensures that the school is a place for learning.	1	2	3	4	x
19. This principal collects and shares data from parents about the needs in our school.	1	2	3	4	x
20. This principal responds to parents in a professional manner.	1	2	3	4	x
21. This principal makes parents a part of the decision making process.	1	2	3	4	x
22. This principal communicates the importance of focusing on the needs of students as well as parents.	1	2	3	4	x
23. This principal actively promotes the school.	1	2	3	4	x
24. This principal promotes and supports innovations.	1	2	3	4	x
25. Parents know what this principal expects of them.	1	2	3	4	x
26. This principal manages available funds well.	1	2	3	4	x
27. This school is a safe place for my children.	1	2	3	4	x

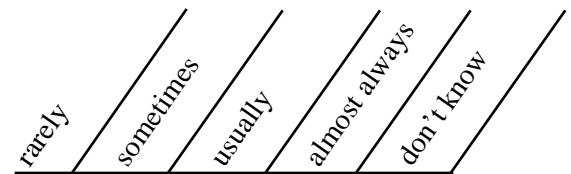
## Survey for Community Leaders

On a regular basis, school districts in the State of Alabama evaluate the work of school administrators. One aspect of these evaluations includes the use of surveys to gather information from community leaders or agency personnel who are familiar with a principal and his/her school. This information is used to assist in assessing the effectiveness of the principal in areas of leadership, management, communication, and community relations.

Because you have been identified as a community leader by the principal named on the front cover, you have been randomly selected to complete this survey. It will take around 15-20 minutes to complete. Your responses are important and will remain confidential. Therefore, do not place your name on this survey. When you have finished, return the survey in the enclosed, stamped envelope. If you have any questions, call the contact person named on the cover of this survey.

Please respond to all statements by circling one number or letter to the right of the statement. Respond from your own knowledge about this principal using the following rating scale with the corresponding response choices:

- 1 - rarely
- 2 - sometimes
- 3 - usually
- 4 - almost always
- x - don't know



<u>Statement</u>	1	2	3	4	x
1. This principal keeps the community informed of school matters pertinent to them.	1	2	3	4	x
2. The community is given the opportunity to provide input on school matters.	1	2	3	4	x
3. This principal resolves conflicts when they occur.	1	2	3	4	x
4. This principal leads the community in examination of what the school is doing, how it is being done, and why it is being done.	1	2	3	4	x
5. This principal engages the community in school improvement planning.	1	2	3	4	x
6. This principal makes sure that the community is knowledgeable about current laws and policies that affect local education.	1	2	3	4	x
7. This principal is good at identifying and solving problems.	1	2	3	4	x
8. This principal promotes new practices in the school.	1	2	3	4	x
9. This school is a good place to send children.	1	2	3	4	x

<u>Statement</u>	<i>rarely</i>	<i>sometimes</i>	<i>usually</i>	<i>almost always</i>	<i>don't know</i>
10. This principal delegates leadership roles in school matters to members of the community and helps them to achieve success in these roles	1	2	3	4	x
11. This principal leads the community in celebrating achievement of students.	1	2	3	4	x
12. This principal maintains open, two-way communication with the community.	1	2	3	4	x
13. This principal sets high standards for staff and student performance.	1	2	3	4	x
14. This principal actively seeks resources for the school.	1	2	3	4	x
15. This principal communicates information clearly and succinctly.	1	2	3	4	x
16. This principal involves the community in developing and implementing school policies and procedures.	1	2	3	4	x
17. This principal takes an active role in improving programs and instruction in the school.	1	2	3	4	x
18. This principal ensures that the school is a place for learning.	1	2	3	4	x
19. This principal has developed strong partnerships with the community agencies serving children and families.	1	2	3	4	x
20. This principal responds to the community in a professional manner.	1	2	3	4	x
21. This principal makes the community a part of the decision making process.	1	2	3	4	x
22. This principal communicates the importance of focusing on the needs of students and parents.	1	2	3	4	x
23. This principal actively promotes the school.	1	2	3	4	x
24. This principal promotes and supports innovations.	1	2	3	4	x