

Counselor Survey for Instructional Staff

As you are aware, school districts in the State of Alabama evaluate the work of educators. One aspect of these evaluations includes the use of surveys to gather information from instructional staff about the school counselor. This information is used to assist in assessing the effectiveness of the counselor.

Because you are an instructional staff member in the school of the counselor 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 counselor 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. This guidance counselor provided the faculty an orientation to the guidance program and curriculum.	1	2	3	4	x
2. This guidance counselor works with teachers to integrate guidance with the academic curriculum.	1	2	3	4	x
3. This guidance counselor provides a comprehensive guidance curriculum	1	2	3	4	x
4. This guidance counselor helps students assess their abilities, interests, and skills to develop appropriate educational and career plans.	1	2	3	4	x
5. This guidance counselor conducts individual planning with students.	1	2	3	4	x
6. This guidance counselor helps students find resources and support services when needed.	1	2	3	4	x
7. This guidance counselor works with teachers to identify strategies to help students.	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>
8. This guidance counselor provided the faculty an orientation to school counseling programs and services.	1	2	3	4	x
9. This guidance counselor assists in school crisis management planning and related activities.	1	2	3	4	x
10. This guidance counselor serves as a resource to faculty in student assessment and analysis of standardized test data.	1	2	3	4	x
11. This guidance counselor assists teachers and administrators in communicating and interpreting standardized test data.	1	2	3	4	x
12. This guidance counselor trains teachers to administer tests, when necessary.	1	2	3	4	x
13. This guidance counselor conducts research useful to the school.	1	2	3	4	x
14. This guidance counselor consults regularly with teachers to get feedback on students and his/her program.	1	2	3	4	x
15. This guidance counselor conducts assessments of students, staff, and parent needs.	1	2	3	4	x
16. This guidance counselor demonstrates respect, interest, and consideration for those with whom he/she interacts.	1	2	3	4	x
17. This guidance counselor adjusts his/her activities and schedules when necessary to accommodate other programs and activities.	1	2	3	4	x
18. This guidance counselor holds conferences at times convenient to all participants.	1	2	3	4	x

Statement

rarely / sometimes / usually / almost always / don't know

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|---|---|---|---|---|---|
| 19. This guidance counselor uses community resources to supplement school-based programs. | 1 | 2 | 3 | 4 | x |
| 20. This guidance counselor encourages parents to participate in the school. | 1 | 2 | 3 | 4 | x |
| 21. This guidance counselor promotes cooperation with parents/guardians. | 1 | 2 | 3 | 4 | x |

Counselor Survey for Students: Grades 7-12

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

Because you are enrolled in this school, you have been randomly selected to complete this survey about the school counselor. It will take around 10-15 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 the counselor 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 guidance counselor provides students information about the guidance program.	1	2	3	4	x
2. My guidance counselor helps students explore possible careers.	1	2	3	4	x
3. My guidance counselor helps students with educational decisions such as selection of courses, college and career choices, and ways to seek financial aid.	1	2	3	4	x
4. My guidance counselor is willing to listen to students' concerns and advise them.	1	2	3	4	x
5. My guidance counselor helps me plan what I want to do.	1	2	3	4	x
6. My guidance counselor has informed students that guidance and counseling services are available to all students.	1	2	3	4	x
7. My guidance counselor informs students about dealing with potential school emergencies and crises.	1	2	3	4	x
8. My guidance counselor helps students to understand their standardized test scores.	1	2	3	4	x
9. My guidance counselor is respectful and considerate of students.	1	2	3	4	x
10. My guidance counselor is available to conference with students.	1	2	3	4	x

Counselor 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 school counselor. It will take around 15 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 school counselor.

Statement

- | | | | |
|---|-----|----|------------|
| 1. My guidance counselor provides students information about the guidance program. | Yes | No | Don't Know |
| 2. My guidance counselor helps students explore possible careers. | Yes | No | Don't Know |
| 3. My guidance counselor helps students with educational decisions such as thinking about college or what I should study. | Yes | No | Don't Know |
| 4. My guidance counselor is willing to listen to students' concerns and advise them. | Yes | No | Don't Know |
| 5. My guidance counselor helps me plan what I want to do. | Yes | No | Don't Know |
| 6. My guidance counselor lets students know that guidance and counseling services are available to all students. | Yes | No | Don't Know |
| 7. My guidance counselor lets students know how to deal with school emergencies and crises. | Yes | No | Don't Know |
| 8. My guidance counselor helps students to understand their achievement test scores. | Yes | No | Don't Know |
| 9. My guidance counselor is respectful and considerate of students. | Yes | No | Don't Know |
| 10. My guidance counselor is available to conference with students. | Yes | No | Don't Know |

Counselor Survey for Parents/Guardians

On a regular basis, school districts in the State of Alabama evaluate the work of school personnel. One aspect of these evaluations includes the use of surveys to gather information from parents or guardians of students enrolled in a counselor's school. This information is used to assist in assessing the effectiveness of the counselor.

Because you have a child enrolled in the school of the counselor named on the front cover, you have been randomly selected to complete this survey. It will take approximately 10-15 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 counselor 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. This guidance counselor has information available to parents and the community about the school guidance program.	1	2	3	4	x
2. This guidance counselor has helped me explore career and educational decisions with my child.	1	2	3	4	x
3. This guidance counselor has helped my child explore careers.	1	2	3	4	x
4. This guidance counselor has helped my child with educational decisions such as selection of courses, career/college decisions, and ways to seek financial aid.	1	2	3	4	x
5. This guidance counselor is willing to hear concerns and offer suggestions to my child and me.	1	2	3	4	x
6. This guidance counselor has informed me of counseling and consultation opportunities available in the school and community.	1	2	3	4	x
7. This guidance counselor informs parents and the community about how the school ensures the safety of children while attending school or school events.	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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8. This guidance counselor reports test scores and other information about my child in a clear and concise manner.	1	2	3	4	x
9. This guidance counselor shows respect for and interest in my child and me.	1	2	3	4	x
10. This guidance counselor is willing and available to meet with me.	1	2	3	4	x
11. This guidance counselor encourages me to participate in school events.	1	2	3	4	x
12. This guidance counselor participates in parent meetings, when appropriate.	1	2	3	4	x