

SAMPLE LEA Personnel Survey

Title II, Part A Needs Assessment

School Name and/or District Name

Dear Staff Member,

Please take a few moments to answer the following questions. We value your feedback in our annual needs assessment process. Responses will be summarized and analyzed in order to plan for the next fiscal year. The estimated time to complete the survey is between 3-5 minutes.

1. The following best describes my role: (Please select all applicable answers).

- | | |
|--|---|
| <input type="checkbox"/> Paraprofessional | <input type="checkbox"/> Principal or Assistant Principal |
| <input type="checkbox"/> Pre-K Teacher | <input type="checkbox"/> Other School Leader |
| <input type="checkbox"/> Elementary Teacher | <input type="checkbox"/> District Leader |
| <input type="checkbox"/> Middle School Teacher | |
| <input type="checkbox"/> High School Teacher | |

2. I also work with the following students: (Please select all applicable answers).

- | | |
|---|---|
| <input type="checkbox"/> Students with Disabilities | <input type="checkbox"/> Gifted/ Talented |
| <input type="checkbox"/> English Learners | <input type="checkbox"/> Migrant |

3. Rate each area on the level at which targeted professional development would enhance your capacity to support students.

APD= Advanced PD Needed; IPD = Introductory PD Needed; N/A = Professional Development Not Applicable							
Diverse Needs of Students	APD	IPD	N/A	Academic Content Areas	APD	IPD	N/A
Students with Disabilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	English/ Language Arts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
English Learners	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Reading	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Gifted and Talented Students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mathematics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Migrant Students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Science	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Economically Disadvantaged Students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Social Science	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Minority Students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Foreign Language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Response to Intervention	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fine Arts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Early Childhood Students (Ages 0-8)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CATE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Supports and Intervention Programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Health and Physical Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Classroom Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other (Please specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (Please specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

3. Rate each area on the level at which you perceive its current effectiveness.

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VE= Very Effective; E = Effective; SE = Somewhat Effective; NE = Not Effective; N/A = Don't Know/ Not Applicable					
Professional Development	VE	E	SE	NE	DK/N/A
Professional Development for Student Support and Intervention Programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
High Quality, Evidence-Based Professional Development on Content and Pedagogy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
High Quality, Evidence-Based Professional Development on Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personalized Professional Development Opportunities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Method(s) of Providing Professional Development Opportunities (Job-embedded/ Coaching, PLCs, Virtual, Consultants, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
High Quality Professional Development Materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ongoing Support for Professional Development Implementation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personnel	VE	E	SE	NE	DK/N/A
Recruiting through Teacher and Leader Preparation Programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recruiting through Advertising (Websites, Publications, Radio, TV, Social Media, Other Media)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recruiting through Recruitment Fairs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Providing Job-Embedded Support for Teachers: Support Staff (Academic Coaches, PD Staff, Content Specialists)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Providing Job-Embedded Support for Teachers: Mentors/ Induction Activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Providing Job-Embedded Support for School Leaders: Mentors/ Induction Activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintaining a Positive School Climate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Retaining Effective Teachers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Retaining Effective School Leaders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Providing Advancement and Professional Growth Opportunities (Endorsements, Leadership Academies)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Providing Financial Incentives (linked to student progress & performance evaluations)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Factors that Impact the Learning and Work Environment	VE	E	SE	NE	DK/N/A
Ensuring Balanced and/ or Strategically Scheduled Class Sizes that Support Student Achievement and Equitable Opportunities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ensuring Highly Effective and Experienced Teachers are Equitably Distributed Across Content Courses and Grade Levels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ensuring Students (especially poor and minority) are Not Assigned to Inexperienced, Ineffective Teachers for Two Consecutive Grade Levels or Content Courses	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assigning Teachers Courses that are In-Field for their Professional Qualifications (Certification OR, if waived, Degree, Testing, Coursework)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Providing Students with Access to and Enrollment in Appropriate Supports and Interventions for Challenges that Impact Student Achievement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prioritizing Local, State, and Federal Funds in a Way that is Equitable, Promotes Student Achievement and is Fiscally Responsible	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Thank you very much for your time. Your feedback is greatly appreciated.