

Tool 29

Classified Staff (Instructional) Focus Group

District/School:	Interviewees:	Grade/Subject:
Date:		
Time:		
Interviewer(s):		

Question #	Trait	Question	Response
1		Overall, how is _____ School doing?	
2		Is the school meeting the academic needs of all students?	
3	2D3	When students need extra help, do they know how to access it? What are these services? Are there barriers to students' use of that help?	
4	4E1	How is school leadership shared, with whom, and based on what?	
5	4I1	How easy is it to meet with school administrators?	
6	4K2	What opportunities do you have to engage in a structured process of peer observation and feedback?	
7	4K3	How often does structured peer observation and feedback occur?	
8	5E2	How did the planning team gather input from classified staff members during the strategic planning process?	
9	6C4	How does the school support your professional development needs?	
10	6E1	Please describe recent professional development in cultural understanding. Why was it effective or ineffective?	

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Question #	Trait	Question	Response
11	6E3	Are there cultural issues that adversely impact student achievement?	
12	8B4	How familiar and comfortable are you with the procedures described in the school safety plan? How often do you practice these procedures?	
13		Is there anything you think we should know about but have not asked?	