Climate Protocol Process (CPP) Survey Questions – Collected samples.

These questions are rated Strongly Agree to Strongly Disagree.

* My principal is transparent and seeks input from staff when making building decisions.
* My principal communicates in a professional manner.
* Weekly Friday collaboration time “MTSS/PLC” with my principal is beneficial to my practice.
* My principal trusts my work ethic and that I will do my job effectively.
* When my principal assigns tasks or projects there if follow-through to completion.
* I feel supported by my principal in addressing the behaviors in my classroom.
* My principal provides information in a timely manner.
* I feel that my principal models and has the capacity to address the cultural and racial needs at our school.
* I feel my principal values my opinions.
* I am considering not returning to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ for the 2018-2019 school year. (This question only used Agree, Disagree, and Neither for responses.

All questions included a comment field that captured the stories and examples experienced by staff.

Climate Review Plan Survey Questions DRAFT

**Addressing Conflicts** in the building

*(1-Strongly Disagree, 2-Disagree, 3-Neutral, 4-Agree, 5-Strongly agree)*

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| 1. When there is a problem in the building, I trust that it will be addressed. | 1 - 2 - 3 - 4 - 5 |
| 2. I feel comfortable working with teachers in my department to solve problems. | 1 - 2 - 3 - 4 - 5 |
| 3. I feel comfortable working with the principal to solve problems. | 1 - 2 - 3 - 4 - 5 |
| 4. I feel comfortable working with teachers who see similar students as I do during the day to solve problems. | 1 - 2 - 3 - 4 - 5 |
| 5. I feel comfortable working with support staff to solve problems. | 1 - 2 - 3 - 4 - 5 |
| 6. I feel that there are systems in place for addressing problems in our building. | 1 - 2 - 3 - 4 - 5 |
| 7. Please comment on any aspect of Addressing Conflicts | |

Building Systems, Procedures, Policies

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| Rank the effectiveness of the following building systems.  *(1 – no system in place, 2 –ineffective, 3 – sometimes works, 4 – usually effective, 5 – always effective)* | |
| 1. Email communication | 1 - 2 - 3 - 4 - 5 |
| 2. Staff Meeting Communication | 1 - 2 - 3 - 4 - 5 |
| 3. Committee Notes/Minutes distributed by email | 1 - 2 - 3 - 4 - 5 |
| 4. Distributed Leadership (Teachers serving on committees to make decisions) | 1 - 2 - 3 - 4 - 5 |
| 5. PD Planning around CSIP Goals | 1 - 2 - 3 - 4 - 5 |
| 6. Safety and Security | 1 - 2 - 3 - 4 - 5 |
| 7. Promoting students | 1 - 2 - 3 - 4 - 5 |
| 8. Attendance | 1 - 2 - 3 - 4 - 5 |
| 9. Creating the Master Schedule | 1 - 2 - 3 - 4 - 5 |
| 10. Inclusion of CBO’s in building decisions | 1 - 2 - 3 - 4 - 5 |
| 11. Inclusion of Families in decisions that affect students | 1 - 2 - 3 - 4 - 5 |
| 12. Meetings follow Agendas | 1 - 2 - 3 - 4 - 5 |
| 13. Follow-up for Action Items at Meetings | 1 - 2 - 3 - 4 - 5 |
| 14. Please comment on any of the systems listed above. | |
| 15. Building systems, procedures, and policies support positive school climate for students, their families, staff, and CBO’s.  *(1-Strongly Disagree, 2-Disagree, 3-Neutral, 4-Agree, 5-Strongly agree)* | 1 - 2 - 3 - 4 - 5 |
| 16. I trust my principal’s decisions and follow through on building practices and procedures. *(1-Strongly Disagree, 2-Disagree, 3-Neutral, 4-Agree, 5-Strongly agree)* | 1 - 2 - 3 - 4 - 5 |
| 17. I trust my colleagues decisions on building practices and procedures. *(1-Strongly Disagree, 2-Disagree, 3-Neutral, 4-Agree, 5-Strongly agree)* | 1 - 2 - 3 - 4 - 5 |
| 18. Do you think reorganizing building systems or our committees could improve building climate? Yes/No Please explain. | |

**Communication** is essential in building trust.

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| Please rate the effectiveness of systems of communication within the building.  *(1 – very ineffective, 2 – mostly ineffective, 3 – sometimes works, 4 – usually effective, 5 – always effective)* | |
| 1. General emails | 1 - 2 - 3 - 4 - 5 |
| 2. Weekly principal updates | 1 - 2 - 3 - 4 - 5 |
| 3. Outlook calendar notices | 1 - 2 - 3 - 4 - 5 |
| 4. Committee-meeting minutes (including departments, PLCs) | 1 - 2 - 3 - 4 - 5 |
| 5. Staff meeting discussions (2x’s each month) | 1 - 2 - 3 - 4 - 5 |
| 6. Informal discussions at lunch, waiting for copies, in the hallway, etc. | 1 - 2 - 3 - 4 - 5 |
| 7. One-on-one meetings with the Principal | 1 - 2 - 3 - 4 - 5 |
| 8. I feel safe sharing my ideas at meetings, including staff, department, PLC, etc. | 1 - 2 - 3 - 4 - 5 |
| 9. Do colleagues solicit and honor your feedback on instructional practices or building issues? Give specific examples. | Yes / No |
| 10. Does the principal solicit and honor your feedback on instructional practices or building issues? Give specific examples. | Yes / No |
| 11. Please share your ideas around how we can improve communication in our building. | |

**School Norms** can increase awareness around some behaviors and create a positive and productive environment for solving problems.

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| 1. Do you feel the current school norms promote respectful, collegial behavior amongst staff? | Yes / No |
| 2. Rate yourself on how well you follow the school norms.  *(1 – never, 2 –rarely, 3 – sometimes, 4 – usually, 5 – always)* | |
| a. I am a leader. | 1 - 2 - 3 - 4 - 5 |
| b. I am collaborative. | 1 - 2 - 3 - 4 - 5 |
| c. I am respectful. | 1 - 2 - 3 - 4 - 5 |
| d. I am ready to learn. | 1 - 2 - 3 - 4 - 5 |
| 2. Rate how well the school staff follow the school norms.  *(1 – never, 2 –rarely, 3 – sometimes, 4 – usually, 5 – always)* | |
| a. I am a leader. | 1 - 2 - 3 - 4 - 5 |
| b. I am collaborative. | 1 - 2 - 3 - 4 - 5 |
| c. I am respectful. | 1 - 2 - 3 - 4 - 5 |
| d. I am ready to learn. | 1 - 2 - 3 - 4 - 5 |
| 3. Would you like to add or change any norms? Yes / No Please explain. | |

Workload can significantly affect emotional health and interactions with others.

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| 1. What is your job or role at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_? |  |
| 2. Rate your workload. *(1 – very stressful, 2 –often stressful, 3 – sometimes stressful, 4 – usually stressful, 5 – always stressful)* | 1 - 2 - 3 - 4 - 5 |
| 3. How do you think your colleagues’ workload, who share a similar role in the school, compares to yours? *(1 – much more stressful, 2 –slightly more stressful, 3 – about the same, 4 – slightly less stressful, 5 – much less stressful)* | 1 - 2 - 3 - 4 - 5 |
| 4. Rate the factors listed below according to their contribution to your workload. *(1 – no additional work, 2 –slightly more work, 3 – more work but very manageable, 4 – lots more work, 5 – tremendous amounts of work)* | |
| a. number of students assigned to you | 1 - 2 - 3 - 4 - 5 |
| b. number of different classes you teach or support | 1 - 2 - 3 - 4 - 5 |
| c. supporting/teaching an Advisory | 1 - 2 - 3 - 4 - 5 |
| d. work for your department | 1 - 2 - 3 - 4 - 5 |
| e. committee work | 1 - 2 - 3 - 4 - 5 |
| f. PLC work | 1 - 2 - 3 - 4 - 5 |
| g. work for your evaluation | 1 - 2 - 3 - 4 - 5 |
| h. Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | 1 - 2 - 3 - 4 - 5 |
| 5. The extra time I put in to support students, staff, families, or CBO’s is recognized and respected by the principal.  *(1 – never, 2 –rarely, 3 – sometimes, 4 – usually, 5 – always)* | 1 - 2 - 3 - 4 - 5 |
| 6. The extra time I put in to support students, staff, families, or CBO’s is recognized and respected by my colleagues.  *(1 – never, 2 –rarely, 3 – sometimes, 4 – usually, 5 – always)* | 1 - 2 - 3 - 4 - 5 |
| 7. What do you think the building can do to reduce unnecessary work? | |