

## New Teacher Survey

Answer the following questions expressing your level of knowledge with the following activities and information. Use the following ranking system:

- 1 = Very Knowledgeable
- 2 = Knowledgeable
- 3 = Somewhat Knowledgeable
- 4 = Somewhat Confused
- 5 = Very Confused
- NA = Not Applicable at My Grade Level

When it comes to this activity I am ...

### **Administrative Duties**

1. After School Assistance Program (ASAP)
2. Budget
3. Crisis Plan
4. Emergency Procedure Form
5. Field Trips
6. Inventory
7. Maintenance Work Request
8. Negotiated Agreement
9. Parent/Teacher Conference
10. Professional Organizations
11. Requesting a Substitute
12. Requisition Form/Purchase Orders
13. Social Fund
14. Summer School
15. Supplies
16. Support Personnel Schedule
17. Teacher Evaluation

### **Assessment**

18. ACT Test Prep
19. MAPS
20. State Assessment
21. Local Assessments

### **Classroom Procedures**

22. Advisory Group
23. Eligibility Report
24. Handbook
25. Lesson Plan (Unit/Weekly)
26. Library Usage
27. Out of Classroom Responsibilities
28. PowerGrade and PowerSchool
29. Progress Report
30. RTI Team
31. Student Portfolio Box
32. Title Services

### **Professional Development**

33. Greenbush Services
34. Kansas Performance Assessment
35. PDP Toolbox
36. Re-Licensure

### **Technology**

37. Computer use
38. Copy machine
39. Curriculum Alignment (Greenbush)
40. Email
41. Kan Ed
42. KERC

- 43. Novell Network
- 44. Phone system
- 45. Projector
- 46. Smart Board
- 47. VPL

### **School Improvement**

- 48. Committees (PDC, Site Council)
- 49. QPA
- 50. SIP
- 51. Strategies for Improvement

### **Special Education**

- 52. WebKids
- 53. IEP meetings
- 54. Para scheduling
- 55. Para expectations
- 56. Para evaluations
- 57. IEP writing
- 58. Community involvement
- 59. Meetings – type and who to invite
- 60. Social worker
- 61. Behavior plans
- 62. State assessments
- 63. Alternate assessments
- 64. Documentation
- 65. Observation of students
- 66. Confidentiality