



State of Arizona  
Department of Education

## FAQ for LEAs

### **Q1: What is the LEA (District/Charter) Survey Project?**

**A:** With the acknowledgement of the value of 360° feedback (i.e., parent, student, and teacher surveys) for continuous improvement in school climate, ADE would like to explore a 360° feedback loop at the LEA level by initiating a survey study in January/February 2013 to examine the relationship between district stakeholders' perceptions and student academic progress. The 40 largest school districts and 50 charter holders are selected to participate in this study.

### **Q2: What surveys should be administered for this project?**

**A:** Student, parent, and teacher surveys should be administered for this project.

### **Q3: What are the student surveys being used as part of this project?**

**A:** Two student surveys will be used in this project. One is for grades 3-5 and the other is for grades 6-12. They were tested as reliable by Colorado Department of Education.

### **Q4: What is the parent survey being used as part of this project?**

**A:** The parent survey used in this project has been developed by ADE staff and was piloted and tested as reliable and valid last year.

### **Q5: What is the teacher survey being used as part of this project?**

**A:** The teacher survey used in this project is Standards Assessment Inventory (SAI). It is a validated on-line survey developed by Learning Forward for schools and school districts/charter holders to use to assess perceptions of the conditions that support effective staff development for teachers.

### **Q6: Do you have Spanish versions available for these three surveys?**

**A:** Only the ADE parent survey has a Spanish version available. The student and teacher surveys are English only.





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**Q7: Are these surveys reliable?**

**A:** Yes. The ADE parent survey was piloted and tested as reliable and valid last year. The student surveys were piloted and tested as reliable by Colorado Department of Education. The Standard Learning Assessment (SAI) teacher survey is a national-wide survey and was tested as reliable.

**Q8: How many questions are there on these surveys?**

**A:** There are 14 questions in the ADE parent survey. There are 50 questions in the SAI teacher survey. There are 34 questions in grades 3-5 student survey and 37 questions in grades 6-12 survey.

**Q9: What is the main focus of each survey?**

**A:** The ADE parent survey has questions focusing on the school climate. The SAI teacher survey focused on conditions known to support teacher professional learning. The student surveys focused on student learning and engagement.

**Q10: When should I administer these three surveys?**

**A:** You are asked to choose one of three windows (Jan. 21- Feb. 3; Feb. 4 - Feb. 17; Feb. 18 - Mar. 3) during which you will post the survey URLs on your websites and send the links to parents and students. You are encouraged to complete the administration of the SAI teacher survey by the end of March. If you had administered SAI teacher survey sometime in the current school year, you don't need to administer it again.

**Q11: Where can I submit the contact information of our logistics coordinator?**

**A:** Please click this link: <http://tinyurl.com/leasurveyproject> to submit the contact information of your LEA logistics coordinator and feel free to submit your questions using this form. ADE staff will respond to you in a timely manner.

**Q12: What is the responsibility of our survey logistics coordinator?**

**A:** The logistics coordinator will attend a training webinar given by ADE on January 14, 2013 at 2pm-3pm and receive detailed instructions regarding administration of each confidential survey. The coordinator will arrange for digital dissemination of our instructions and survey links to teachers, parents and students. Details on the webinar will be sent directly to the logistics coordinators.





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**Q13: Do we draw samples to take these three surveys?**

**A:** No. Parent, student and teacher surveys are conducted as censuses.

**Q14: How do I administer these three surveys?**

**A:** For the parent and student survey administration, you can place the survey URLs on your district website (front page is recommended) and email the links to your parents and students (the template messages for the emails sending to parents and students are provided by ADE and posted on the webpage: <http://www.azed.gov/research-evaluation/lea-satisfaction-survey/>). They can take the surveys at any time so as not to disrupt classroom time. For the teacher survey administration, please send an email to [PDInbox@azed.gov](mailto:PDInbox@azed.gov) to request information and school access to administer the SAI. After the SAI survey administration is completed, please send an email to [PDInbox@azed.gov](mailto:PDInbox@azed.gov) to request access to the results for your school and LEA. Please administer the SAI survey by the end of March. At that time, we will use the data in the system for this project. ADE will hold a webinar on January 14, 2013 at 2pm-3pm to give you specific instructions regarding how to administer these three surveys.

**Q15: How will the information you collect from this survey be used?**

**A:** The survey results will be aggregated to the district level and shared with each participating district individually. Additionally, we will recognize the top rated school districts on the ADE's website. The survey results across the participating charter schools will be combined for one Charter LEA rating and will be posted on the ADE's website next to the top rated school districts.

**Q16: Where can I submit the preferred survey administration window?**

**A:** Please click this link: <http://tinyurl.com/testwindow> to submit the preferred survey administration window by Jan. 16, 2013

**Q17: Who can I contact for more information?**

**A:** If you have any questions about the LEA survey project, please contact the Arizona Department of Education by email at [LEASurveyProject@azed.gov](mailto:LEASurveyProject@azed.gov).





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**Q18: Is it mandated for the selected LEA to participate in this study? Can I refuse to participate in this project?**

A: Yes. You can refuse to participate in this study. However, ADE strongly encourages you to participate in this study. Your cooperation is crucial to the effectiveness and validity of this study.

**Q19: Can I use the survey items in other survey projects?**

A: The parent and student survey items are in the public domain now. Please feel free to use them. However, the SAI teacher survey items are copyrighted.

**Q20: How do I send the survey links to the parents and students in my LEA if I don't have their email addresses?**

A: Please print out the template messages provided by ADE and send them home with students.

