

Administrative Exit Interview Question

Directions: Each candidate will be asked one question from each standard.
 Mastery of each standard must be demonstrated with a score of “3” or “4”
 Should a standard not be mastered, a second question is asked.
 If the standard is still not mastered, the candidate will be asked to demonstrate mastery with the portfolio

<i>Standard</i>						<i>Question</i>	<i>Mastery Level</i>	<i>Comments</i>
1	2	3	4	5	6		Excellent =4 Good = 3 Fair = 2 Poor = 1	
1.1						1. Explain and justify your leadership style relating your comments to theoretical and practical concerns.		
1.3						2. What steps would you take when developing a budget for your school?		
1.2					6.2	3. How would you involve the professional staff in making decisions? Why?		
1.2						4. How would you go about establishing long range goals for your school? (process)		
1.2		3.4				5. How would you go about establishing operational goals for your school? (process)		
	2.2 2.3 2.4					6. Describe supervisory techniques that might lead to overall improved instructional performance.		
	2.3					7. What staff evaluation procedures would you establish? Relate to your overall understanding of evaluation models.		

	2.2					8. Discuss your understanding of curriculum transformation and relate it to the activities and responsibilities of the principal.		
	2.2	3.3 3.4				9. What methods would you use to evaluate your school and its programs?		
	2.1	3.3				10. What approach would you take to integrate and support special programs and activities to address individual differences in your school (i.e., special ed., bilingual, counseling, gifted, etc.).		
	2.3	3.3 3.4				11. What would be your approaches to staff development?		
	2.1				6.2	12. How would you organize and conduct school meetings?		
		3				13. What major qualities do you seek in a new teacher? Why?		
		3.1 3.3				14. How would you describe the appearance of an effective classroom?		
		3.2 3.4				15. How would you organize the administrative staff at your school? Explain and justify.		
1.2		3.1		5.2		16. What would be your operating philosophy for establishing a motivating school climate for students and staff?		
		3.1 3.2 3.3 3.4				17. What specific working conditions would you seek to improve for teachers? What innovations would you work toward? How would you implement them?		
				5.2		18. What process would you use to understand problem situations and make decisions regarding them?		

			4.2			19. How would you resolve parental complaints and grievances?		
			4.1 4.3			20. How would you describe an effective public relations program for a school?		
				5.2		21. Describe time management strategies you would employ as a school principal.		
1.2				5.3		22. What concepts would you try to include in the educational philosophy of your school?		
	2.1			5.1		23. What steps would you take to eliminate sexual and ethnic stereotyping at your school?		
1.3						24. What factors would you consider when allocating money for the educational programs		
	2.1	3.2 3.3	4.5	5.1	6.1 6.2	25. How would you resolve conflicts between staff members, between staff and community, between staff and students?		
	2.3				6.1	26. What legal issues would you emphasize in terms of staff education?		
1.2 1.3	2.1 2.2 2.4	3.2 3.3 3.4	4.2	5.1 5.2 5.4	6.1 6.2	27. You have been assigned to a Program Improve School that is 70% Title I, 40% ELL and staffed by highly unionized veteran teachers. What leadership strategies would you use to improve student achievement.		
				5.1 5.2	6.2	28 Two members of your organization have fallen into a conflict that has become a serious distraction to the rest of the team. As the leader of the organization, what steps would you take		
1.1 1.2	2.3 2.4	3.3		5.2 5.4		29. As the leader of a successful organization that has failed to sustain improvement, how would you transition the group from “good” to “great”?		

					6.1	30 What are the sources of school law, and how do they impact school officials and students”		
					6.1	31. How has case law impacted schools? Give specific examples of landmark cases		
		3.1			6.1	32. How would a leader use the law to handle a serious disciplinary matter involving students?		
					6.1	33. How have California politics in the past two decades impacted school finance and focus?		