



SANTA ROSA INDEPENDENT SCHOOL DISTRICT
EXIT INTERVIEW/SURVEY FORM

(For use with voluntary separations)

Work Location

- High school Middle school Elementary school Central office Other _____

Position

- Administrator Teacher Other Campus Professional Instructional Paraprofessional
 Noninstructional Paraprofessional Auxiliary Other _____

Length of employment in the district

- 1 year or less 2-4 years 5-9 years 10-14 years 15 years or more

What initially attracted you to our district?

Did your job duties turn out as you expected? Yes No

If no, please explain:

Did you receive adequate support to do your job? Yes No

If no, please explain:

How was your workload?

- Too much About right Too light

Main reason for leaving (check ONE)

- Better compensation Opportunity for advancement Dissatisfaction with supervisor Dissatisfaction with coworkers
 Career change Return to school Retirement Working conditions
 Personal/family obligations Relocation/transfer of family member Other _____

Other reasons for leaving (check all that apply)

- Better compensation Opportunity for advancement Dissatisfaction with supervisor Dissatisfaction with coworkers
 Career change Return to school Retirement Working conditions
 Personal/family obligations Relocation/transfer of family member Other _____

Did you leave to go to work in another district? Yes No

If yes, which one? _____

If you are leaving to work in another district, why did you choose that district? (check all that apply)

- Pay increase Work schedule Working conditions Advancement opportunity
 Benefits Shorter commute Other _____



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How would you rate your experience in Santa Rosa ISD?

	<i>Excellent</i>	<i>Good</i>	<i>Fair</i>	<i>Poor</i>
Working relationship with supervisor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working relationship with coworkers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Training provided to you	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Salary	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Benefits (e.g., health insurance, leave)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Facilities and safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supplies and equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Evaluation procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Opportunity for advancement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Supervisor support	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall employment experience	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

How would you rate your supervisor?

	<i>Almost Always</i>	<i>Sometimes</i>	<i>Seldom</i>
Treated me fairly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treated me with respect	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recognized effort and good work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Encouraged cooperation and teamwork	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Encouraged/listened to suggestions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Responded to complaints and problems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Managed employee issues appropriately	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

What did you like most about Santa Rosa ISD and your job?

What did you like least about the district and your job?

Do you have any suggestions for improvement for Santa Rosa ISD or your department/school?

Is there anything that has not been asked that you would like to share?

Would you recommend Santa Rosa ISD to others as a good place to work?

- Yes No

Would you recommend your school or department to others as a good place to work?

- Yes No



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Print Name/Signature

Date



Check Out List

Employee Name: _____ Campus/Department: _____ Room: _____

***Please have the appropriate person initial for checkout.**

Custodian

_____ Classroom Cleared

Library

_____ Damaged Lost/Books Paid

Athletic Director

_____ Coach is Cleared

PIEMS

_____ Attendance Sheets Completed

_____ Grades Completed

_____ Report Card Copies (Elementary Only)

_____ Retention Forms (Elementary Only)

_____ Gum Labels Completed (Elementary Only)

Technology

_____ Audio Visual Equipment

_____ Teacher Laptop/Tablets

Nurse

_____ Emergency Backpacks

Secretary

_____ Classroom Inventory

_____ Summer Address/Telephone #

_____ Maintenance/Technology Request

_____ Emergency Procedures Quick Reference Guide

_____ Keys turned in and labeled

Dean of Instruction

_____ Lesson Plans Completed

_____ Contact Logs

_____ Textbook Report/Inventory

_____ Gradebook Completed

_____ STAAR Manuals

_____ Special Programs Documentation

_____ Grouping Cards (Elementary Only)

Principal

_____ T-Tess Final Observation

_____ SLO

_____ Exit Interview/Final Clearance

Principal Signature

Date