

Date: June 13, 2018  
For ACTION: \_\_\_\_\_  
For INFORMATION: X\_\_\_\_\_  
Board Agenda: Yes \_\_\_\_\_  
No X\_\_\_\_\_

**FROM:** Joseph Makolandra, Chief Human Resources Officer

**THROUGH:** Lois Berlin, Ed.D., Interim Superintendent

**TO:** The Honorable Ramee Gentry, Chairman, and Members of the Alexandria City School Board

**TOPIC:** **Administrator Survey**

This memo is a follow-up to the Board request for additional information pertaining to the supplementary leadership survey. The leadership survey is part of the Administrator Growth and Assessment System (AGAS) used in evaluating our principals and is administered in the years following the TELL survey. Where the TELL's focus is on the multiple parts that create a school's culture, this survey provides feedback that is specific to the leadership of an administrator. However, it is important to note that the information gathered in this survey is used to assist administrators in focusing their efforts on the working environment (culture) results that were reflected in the TELL survey.

Like the TELL survey, we take measures to ensure confidentiality in completing the Leadership survey. We request that employees not include their name on this on-line survey. We remind employees that the survey results/feedback will be shared with each administrator and the administrator (principal, Director, or Chief) will use the data for growth and reflection. We ask staff to answer all questions as honestly as possible. The office of Human Resources provides to employees any assistance needed, which may include providing the survey in paper form. We communicate to employees that HR is open to feedback regarding the manner in which this survey is being conducted or if the employees want to provide any additional statements that are not included in the survey.

Attached to this memo is the leadership survey as well as the results from 2018 TELL survey. The results from the TELL survey can also be found at <https://tellacps.org/index>.

**CONTACT PERSON:** Joseph Makolandra, Chief Human Resources Officer

**ATTACHMENTS:** 1. ACPS Administrator Staff Survey  
2. ACPS TELL Survey Results 2018