

Form A: School Community Council Meeting Evaluation

School Community Council Meeting Evaluation

Date: _____

Instructions:

Please take the time to complete this survey. This is your opportunity to improve future meetings.

Evaluation Scale:

“1” denotes “not at all” to “5” denoting “very much”

Questionnaire:

- | | | | | | |
|--|---|---|---|---|---|
| 1. Was the agenda of this meeting clear | 1 | 2 | 3 | 4 | 5 |
| 2. Were you encouraged to contribute? | 1 | 2 | 3 | 4 | 5 |
| 3. Did the atmosphere allow for free discussion? | 1 | 2 | 3 | 4 | 5 |
| 4. Was there enough time for discussion? | 1 | 2 | 3 | 4 | 5 |
| 5. Are you clear on what, if any, decision(s) was reached? | 1 | 2 | 3 | 4 | 5 |
| 6. Are you clear on the next steps being taken? | 1 | 2 | 3 | 4 | 5 |
| 7. Are you clear about who is responsible for taking the next steps? | 1 | 2 | 3 | 4 | 5 |
| 8. Do you think the purpose of this meeting was fulfilled? | 1 | 2 | 3 | 4 | 5 |

9. What aspects of this meeting were most appealing?

a. _____

b. _____

10. What aspects of this meeting were least appealing?

a. _____

b. _____

11. How did the Council Chair conduct the meeting?

12. Do you have suggestions for improving future meetings?

a. _____

b. _____

Name (optional): _____