

## Principal Interview Questions

### *Systems Change - Leadership*

1. What did you see as your role in facilitating implementation of PS/RtI in your building?

#### *Potential Prompts for Follow-Up:*

- Developing consensus among staff?
- Communication with staff?
- Liaison with SBLT and DBLT?
- Setting vision?
- Participation in meetings?
- Allocation of resources?
- Alignment with other initiatives?

2. What things facilitated implementation of PS/RtI in your building? What things acted as barriers?

#### *Potential Prompts for Follow-Up:*

- District policies and procedures?
- State policies and procedures?
- Professional development?
- Data systems?
- Scheduling?
- Time?
- Technology?
- Funding?
- Personnel?
- Support (e.g., coaches, district personnel, Project personnel)?

3. How did you see implementing PS/RtI as supporting your building's mission and goals? In what ways did you see the model as not supporting them?

#### *Potential Prompts for Follow-Up:*

- AYP?
- SIP?
- K-12 plan?
- School values and philosophy?
- Other initiatives?

4. What portion of the following was consistently dedicated to PS/RtI issues?

- Staff meetings?

- Grade-level team meetings?
  - SIP?
  - One on one meetings with staff?
5. What types of activities did you engage in with the District Leadership Team (DLT)? What supports did you receive from the DLT? What types of support from the DLT do you believe is important to implement PS/RtI in your building?

### *Coaching*

1. Describe your relationship with your PS/RtI Coach (i.e., how did you work with him/her to facilitate PS/RtI implementation?).

#### *Potential Prompts for Follow-Up:*

- Collaborative planning and problem solving?
  - Data analysis and use?
  - Regularly scheduled meetings?
  - Specific roles and responsibilities assigned/developed?
2. How important was your PS/RtI Coach to implementing the model in your building?

#### *Potential Prompts for Follow-Up:*

- In obtaining buy-in from staff?
  - In building the skills of staff?
  - Ensuring steps of the model were implemented during meetings?
3. In what activities did your coach engage that were critical to helping facilitate implementation? What would you have liked to see your coach do, or do more of, to facilitate implementation?

#### *Potential Prompts for Follow-Up:*

- Facilitating problem solving meetings?
- Professional development?
- Data collection, analysis and interpretation?
- Communication?
- Support to personnel engaging in problem solving activities?
- Planning and problems solving of implementation issues?

### *Parent Involvement*

1. In what ways have efforts been made to involve parents in your school's implementation of PS/RtI?

*Potential Prompts for Follow-Up:*

- What specifically has the school done to communicate with all parents about PS/RtI?
- What has the school done to communicate with parents of students who are receiving more intensive interventions?
- What has been done to coordinate with parents whose kids are getting intense interventions?
- How has input been solicited from parents?
- To what extent have parents participated in school initiatives and interventions relating to their children?

2. How have you promoted parental involvement in PS/RtI among the staff?

*Potential Prompts for Follow-Up:*

- How have you emphasized the importance of parent involvement to staff?
- To what extent have you scheduled time for staff to communicate with parents?
- How has professional development for staff focused on parental involvement?

3. To what extent have any of the following methods been used to disseminate information to parents about PS/RtI:

- a. Website?
- b. Newsletter?
- c. SAC?
- d. PTA?
- e. Hotline?
- f. Report cards/progress reports?
- g. Parent/teacher conferences?
- h. School events?
- i. Registration?
- j. School to home notes?
- k. Other ways?

4. Were parents invited to all problem solving meetings where their children were being discussed? Why or why not?

5. If they were invited, how often did parents typically attend problem solving meetings? Why or why not?