

Administrators should complete sections I–VIII and proceed to the Interpretive Chart on the last page.
Please note that “staff” refers to teachers and all support staff, including administrative assistants, aides, custodians, librarians, bus drivers, cafeteria workers, etc.

SECTION I

Score yourself for each of the following statements using the scale below:

Always: **4** Most of the time: **3** Sometimes: **2** Seldom: **1** Never: **0**

- I know the goals of my staff. _____
- My staff and I work to create a sense of community. _____
- I spend time with staff and students outside the school setting. _____
- I know the extracurricular interests and hobbies of my staff. _____
- I create opportunities for staff to develop relationships with their colleagues. _____
- I share staff and student accomplishments with the school community. _____
- I welcome and solicit divergent opinions and ideas. _____
- I treat members of our school as individuals who have unique talents. _____

Total Score

SECTION II

Score yourself for each of the following statements using the scale below:

Always: **4** Most of the time: **3** Sometimes: **2** Seldom: **1** Never: **0**

- I greet my staff and students by name. _____
- Members of the school seek out my advice and guidance. _____
- People drop by my office just to say hello. _____
- Staff and students know I respect them as individuals. _____
- Staff and students think my policies are clear, consistent, and fair. _____
- I am a positive role model for my students and staff. _____
- I insist on positive discussions about staff and students throughout the school. _____
- I interact positively with all members of the school. _____

Total Score

SECTION III

Score yourself for each of the following statements using the scale below:

Always: **4** Most of the time: **3** Sometimes: **2** Seldom: **1** Never: **0**

- I congratulate and thank people for their effort and hard work. _____
- I recognize those who try their best and put forth effort. _____
- Staff are encouraged to pursue different projects and initiatives. _____
- I involve my staff and students in schoolwide and community projects. _____
- I encourage staff and students to reflect on all their accomplishments. _____
- I help staff understand their professional and personal strengths. _____
- Staff keep trying, even when they feel frustrated. _____
- My staff know what it feels like to be successful. _____

Total Score

SECTION IV

Score yourself for each of the following statements using the scale below:

Always: 4 Most of the time: 3 Sometimes: 2 Seldom: 1 Never: 0

- I am passionate about my role as a school leader. _____
- I laugh and have fun with staff and students. _____
- My staff like to come to work. _____
- I use a variety of approaches to leadership. _____
- I like to come to work. _____
- Students in our school are actively involved in their own learning. _____
- Our school is a dynamic teaching and learning environment. _____
- I seek out new opportunities to learn about topics that interest me. _____

Total Score

SECTION V

Score yourself for each of the following statements using the scale below:

Always: 4 Most of the time: 3 Sometimes: 2 Seldom: 1 Never: 0

- I understand the unique work styles of my staff. _____
- I strive to make programs and initiatives relevant for my staff. _____
- Staff are curious and involved in their work. _____
- I encourage staff and students to be inquisitive. _____
- I value creative thinking. _____
- I celebrate all types of skills and talents among my staff. _____
- I encourage staff to solve complex problems. _____
- I encourage staff and students in our school to ask questions. _____

Total Score

SECTION VI

Score yourself for each of the following statements using the scale below:

Always: 4 Most of the time: 3 Sometimes: 2 Seldom: 1 Never: 0

- I am not afraid to make mistakes in front of my staff or students. _____
- My staff are excited by new challenges. _____
- I encourage staff to set new goals. _____
- I provide individual attention and support for staff who struggle. _____
- I challenge members of our school to try new things. _____
- Staff and students feel comfortable taking risks in our school. _____
- I have high expectations for everyone in our school. _____
- The students and staff in our school want to be successful. _____

Total Score

SECTION VII

Score yourself for each of the following statements using the scale below:

Always: **4** Most of the time: **3** Sometimes: **2** Seldom: **1** Never: **0**

- I support my staff as they develop leadership skills. _____
- I provide leadership opportunities for all staff. _____
- I provide my staff with choices and options on a regular basis. _____
- I allow staff to make decisions and experience the consequences. _____
- I involve staff in schoolwide committees and decisions. _____
- Staff and students in our school see themselves as leaders. _____
- I discuss school goals and initiatives with my staff. _____
- In our school, staff and students feel a responsibility toward one another. _____

Total Score

SECTION VIII

Score yourself for each of the following statements using the scale below:

Always: **4** Most of the time: **3** Sometimes: **2** Seldom: **1** Never: **0**

- Students and staff set high goals for themselves. _____
- I expect all members of our school to be successful. _____
- I help students and staff believe in themselves. _____
- I utilize staff strengths to create future success. _____
- I encourage staff to be self-reflective. _____
- I help my staff think about their future. _____
- I instill confidence in my staff. _____
- I help staff and students understand the importance of education. _____

Total Score

... INTERPRETIVE CHART ...

Transfer the Total Score from each section to the grid below.

SECTION	SCORE	8 CONDITIONS
I	<input style="width: 40px; height: 20px;" type="text"/>	Belonging
II	<input style="width: 40px; height: 20px;" type="text"/>	Heroes
III	<input style="width: 40px; height: 20px;" type="text"/>	Sense of Accomplishment
IV	<input style="width: 40px; height: 20px;" type="text"/>	Fun & Excitement
V	<input style="width: 40px; height: 20px;" type="text"/>	Curiosity & Creativity
VI	<input style="width: 40px; height: 20px;" type="text"/>	Spirit of Adventure
VII	<input style="width: 40px; height: 20px;" type="text"/>	Leadership & Responsibility
VIII	<input style="width: 40px; height: 20px;" type="text"/>	Confidence to Take Action