

Virginia Middle and High School Principals and Assistant Principals

2009 PRINCIPALS NEEDS ASSESSMENT

This information is used throughout the year to plan programs, implement services, and support school administrator priorities.

The Virginia Department of Education (VDOE) and the Virginia Association of Secondary School Principals (VAASSP) annually conduct a statewide needs assessment of all middle level and high school administrators. We are also seeking your important input in developing an annual summer conference that addresses your instructional, administrative, and personal needs. We invite you to submit topics and names of presenters to be considered for inclusion in the annual Virginia Middle and High School Principals Conference and Exposition. The theme of the conference is "Generating Performance Systems: Exploring Multiple Directions for Leadership Success."

Please complete this form and return it no later than **March 13, 2009**. Be as thorough as possible. In addition to planning the summer conference, VDOE and VAASSP will use the needs assessment results to help determine additional training needs.

If you need more space, please attach additional sheets to this form. If you have any questions, please call Randy Barrack at VAASSP, 804-355-2777.

Submit your completed NEEDS ASSESSMENT to: Summer Conference Committee
VAASSP

4909 Cutshaw Avenue
Richmond, Virginia 23230
FAX: (804) 355-4262

Please Type or Print:

Required Information:

Current Position (✓): Principal _____ Assistant Principal _____ Middle School _____ High School _____

This information is optional and will be held confidential. It enables us to follow-up with any specific questions.

Your Name _____ Title _____

School Name _____

School Address _____ City _____ State _____ Zip _____

Telephone No. (_____) _____ E-mail Address _____

SECTION I:

1. Please provide a specific description of your **INSTRUCTIONAL NEEDS**: _____
2. Please provide a specific description of your **ADMINISTRATIVE NEEDS**: _____
3. Please provide a specific description of your **PERSONAL NEEDS** (e.g., motivational, camaraderie): _____

SECTION II:

Recommended Conference Topics (in priority order):

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____

Recommended Conference Presenter for Topics: (use additional paper if necessary)

Suggested Format (circle): concurrent general session law clinic roundtable discussion

Name _____ Topic _____
 Position _____ School/Organization _____
 Address _____ City/State/Zip _____ Telephone _____

This recommendation is submitted in the following strand(s): (Place a check mark (✓) in the most appropriate box.)

Strand	Middle Level	High School Level	All Levels
School Leadership, Administration, and Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SOL/Curriculum and Instruction/Remediation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SOA/Accountability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NCLB/ AYP/Teacher Quality/LEP/Special Education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assessment and Data Analysis	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Instructional Technology	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Services and Programs (e.g., school safety, discipline, dropout prevention)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personal, (e.g., stress management, time management, health and fitness awareness)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Educational Law and Policy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>