



SCHOOL DISTRICT NO. 50 (HAIDA GWAII/QUEEN CHARLOTTE)
BOARD POLICY MANUAL

EXIT SURVEY FOR EMPLOYEES FORM

Adopted: April 2006

Last Revision: _____

School/Site: _____ Supervisor: _____

Years employed by District: _____

The Employee Exit Survey process is one that begins when an employee resigns from his/her current position in School District No. 50. It is our intention that the Exit Survey will help to retain employees. That is to say, as we work toward enhancing employee satisfaction, the more likely those employees will choose to remain in their current position.

A. Reasons for leaving your current position

Mark each statement below that strongly influenced your reason(s) to leave your current position. Please use a pen or pencil to fill in the boxes. Leave blank those items that had little or no influence on your decision to leave.

1. New position with:
 - Better pay
 - Better benefits
 - More career opportunities
 - Better job match with skills
2. Retirement
3. Relocation
4. Family responsibilities
5. Further my education
6. Unreasonable workload
7. Work environment in department
8. Relations with co-worker(s)
9. Relations with supervisor

Please detail the main reason why you are leaving your current position:

B. Please rate the following statements as:

Agree (A) Somewhat Agree (SA) Disagree (D) Somewhat Disagree (SD) Not Applicable (NA)

	A	SA	D	SD	NA
1. I was provided with an orientation to the job/department	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. My supervisor was available when I needed help	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. I received necessary training to do my job well.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. I would recommend my school/department as a good place to work.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Generally speaking, I got along well with my co-workers.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. I received useful feedback about my performance from my supervisor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. I was made aware of opportunities for advancement.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. I would recommend School District No. 50 as a good place to work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. My supervisor communicated with me	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. My work accomplishments were recognized.....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Work performance standards were applied fairly to me	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. The school/department communicated well with employees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. I received adequate resources and support to perform my job	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. I had the opportunity to start/continue/further my education	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. My performance evaluations were conducted fairly	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. My school/department provided job-related training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. My school/department followed and enforced health and safety guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other comments:

C. What did you like best about working for School District No. 50?

D. What did you like the least about working for School District No. 50?

E. What is one specific thing that could have been done to retain you in School District No. 50?

F. What suggestions can you give that would make School District No. 50 a better place to work?

G. Please mention any employee at School District No. 50 who you feel is an outstanding employee:

H. If you wish to talk to discuss your comments in more detail, please list below how we may best contact you. Or you may contact the School District Superintendent at 559-8471 to schedule an appointment.

Name: _____

Telephone: _____

Address: _____

E-mail: _____

Thank you for participating in the Exit Survey and telling us about your experience in School District No. 50. Please place the survey in the attached envelope and return via Board Mail or by Canada Post to the School District at PO Box 69, Queen Charlotte, BC V0T 1S0. Good luck in future endeavors!
