

Memo

To: Board of Education
From: Dr. Mary Whitrock, Superintendent
Date: September 16, 2024
Re: **Satisfaction Surveys**

Background

The District conducts a staff and parent satisfaction survey each year. Over the past ten years, the district has used two different vendors though retained the same set of questions. This year, the District will utilize School Perceptions and will align with their standard set of school satisfaction questions which are very similar though not exact to the previous set of questions. The change was initiated as the previous vendor was no longer able to provide the customized survey Ripon has been using historically. Ripon was staying with that vendor due to the ability to make comparisons over time. Switching to School Perceptions will allow the District a greater opportunity for comparisons across other Wisconsin districts.

Current Situation

School Perceptions will use the following timeline for the surveys:

Staff and Parent Survey Timeline

Date	Task
Mid-July, 2024	All feedback to School Perceptions
September, 2024	Survey finalized
October 10, 2024	Admin "heads up" email to all staff and parents
October 14, 2024	Email survey to staff and parents
During survey window	Send reminder emails to non-responding staff
October 28, 2024	Survey deadline
November 1, 2024	School Perceptions creates reports
Mid-November	Send reports to district
November/December	Board Presentation

Planning Forward

The survey data will be available prior to the end of the first semester meaning adjustments can be made to improve indicators during the second semester. Administrators will allow staff time to complete the survey during work hours to increase participation. The survey will be available in English and Spanish. School Perceptions staff will present the survey data to the School Board at the December meeting.