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*Recording Link:*

<https://vimeo.com/665767993>

PANORAMA EDUCATION

# Administering AASB's School Climate & Connectedness Survey

# Your Panorama Team

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# About Panorama Education



- **Mission:** Support educators to radically improve student outcomes with data
- Team of 200+ (HQ in Boston), supporting 1,500 partners (schools, districts, and states) in K12 education
- **Researchers** developing valid and reliable educational survey instruments used by school systems across the country
- **Engineers** building interactive technology to make data actionable
- **Facilitators** supporting leaders to understand and act on data



# AASB School Climate Team

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# Meeting Objectives



- 10 mins **Overview of AASB's Spring 2022 Survey**
- 10 mins **Survey Rollout and Results**
- 5 mins **Your Role as Survey Coordinators**
- 5 mins **Next Steps and Questions**

A video recording of the webinar presentation of this information can be found [here](#)

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# Why are these surveys important?



*We will know we have been successful if..*

- *Increase number of districts and survey respondents to this year's survey*
- *Support our districts and help them analyze their results and take actionable next steps*
- *Understand at a higher level how our districts are using their results and how we can help*

# Key Administration Details

When are surveys being administered?	Who is participating in the surveys?
<p data-bbox="318 387 801 436"><b>January 17 - March 25</b></p> <p data-bbox="164 453 956 551">Districts opt into five week window between January 17- March 25 for <b>staff and students</b></p> <ol data-bbox="135 649 966 1010" style="list-style-type: none"><li data-bbox="135 649 966 846">1. The Family Survey window is open to your district the <b>entire</b> two months of survey-taking. You should distribute your family survey link early.</li><li data-bbox="135 857 966 1010">2. While districts have been asked to select a 5 week window, <b>the surveys are open the entire two months.</b></li></ol>	<p data-bbox="1004 387 1168 420"><u>All Districts</u></p> <p data-bbox="1004 464 1381 502"><b>Grade 6-12 Students</b></p> <p data-bbox="1004 507 1758 573"><i>Exceptions: any students whose parents /guardians have opted them out</i></p> <p data-bbox="1004 622 1110 660"><b>Staff</b></p> <p data-bbox="1004 666 1642 698">All teachers and staff who interact with students</p> <p data-bbox="1004 737 1371 769"><u>Additional Survey Options</u></p> <p data-bbox="1004 813 1371 851"><b>Grade 3-5 students</b></p> <p data-bbox="1004 857 1758 922"><i>Exceptions: any students whose parents/guardians have opted them out.</i></p> <p data-bbox="1004 971 1168 1010"><b>Families</b></p> <p data-bbox="1004 1015 1816 1048"><i>Open to all parents/families of students attending the school.</i></p>



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# Panorama Survey Timeline

January				
M	Tu	W	Th	F
3	4	5	6	7
10	11	12	13	14
<b>1</b> 17	18	19	20	21
24	25	26	27	28

February				
M	Tu	W	Th	F
31	1	2	3	4
7	8	9	10	11
14	15	16	17	<b>18</b>
<b>2</b> 21	22	23	24	25

March				
M	Tu	W	Th	F
28	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	<b>25</b>
28	29	30	31	

April				
M	Tu	W	Th	F
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

## IMPORTANT DATES

- **December:** All content and data finalized
- **January:** Communications & planning period
  - **Survey Coordinator Webinar: 1/13/2022**
- **January 17:** First Survey Window Opens
- **February 18:** First Survey Window Closes
- **March 21:** Second Survey Window Opens
- **March 25:** Second Survey Window Closes
- **Any time after 4/18:** Rolling releases

*Note: The Family Survey will be open January 17 - March 25*

	Planning Period		First Survey Window
	Second Survey Window		Results Available

# How will **respondents** take the survey?



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*Students will take the survey during class.*

*Staff should take the survey at the same time as students, during a staff meeting, or when available.*

## TAKING THE SURVEY

- ❑ [surveys.panoramaed.com/aasb/UNIQUEURL](https://surveys.panoramaed.com/aasb/UNIQUEURL)
  - ❑ ***Each survey link is unique to each school and cannot be shared across schools.***
  
- ❑ Student Survey Links can be
  1. Pre-loaded onto student computers as a bookmark or homepage OR
  2. Students can type in the URL
  
- ❑ Forward staff survey link to school staff members (and family members)
  
- ❑ Respondents will hit the blue “**Submit**” button to enter their survey. If they do not hit this, their responses will not be saved

# Survey Taking Experience

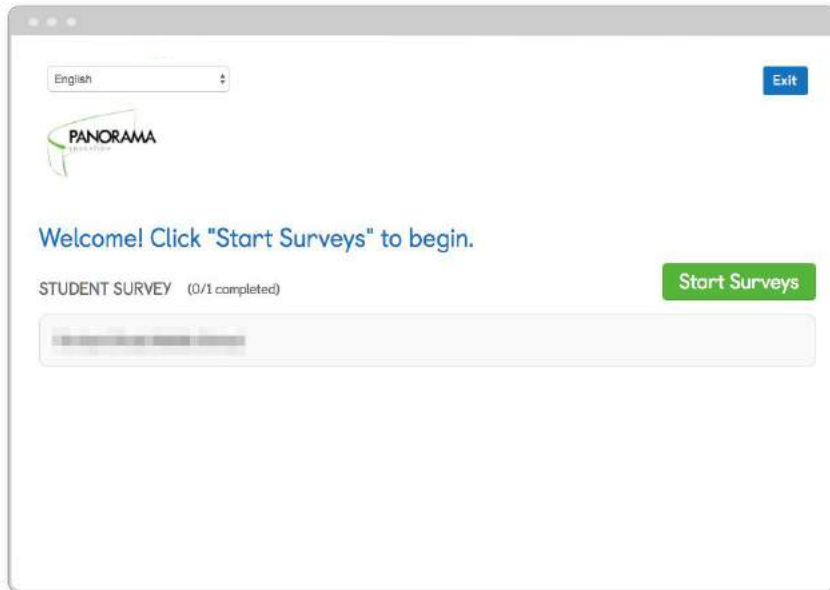


Respondents will access survey through:  
[surveys.panoramaed.com/aasb](https://surveys.panoramaed.com/aasb)

A screenshot of a survey landing page. At the top left are the logos for 'PANORAMA EDUCATION' and 'advocates for Alaska's Youth association of ALASKA school boards'. Below the logos is the text 'Welcome! Click "Start Surveys" to begin.' Underneath this is the survey title 'SCHOOL CLIMATE & CONNECTEDNESS SURVEY (0/1 completed)' and a green button labeled 'Start Surveys'. At the bottom is a light gray input field with the placeholder text 'YOUR SCHOOL NAME'.

# Survey Taking Experience

- After respondents answer all their questions, they need to make sure to hit the **Submit** button.
- Respondents must complete individual surveys in a single sitting. *Surveys do not auto-save.*
- Once the submit button is clicked, respondents will see a thank you screen to confirm their completion.

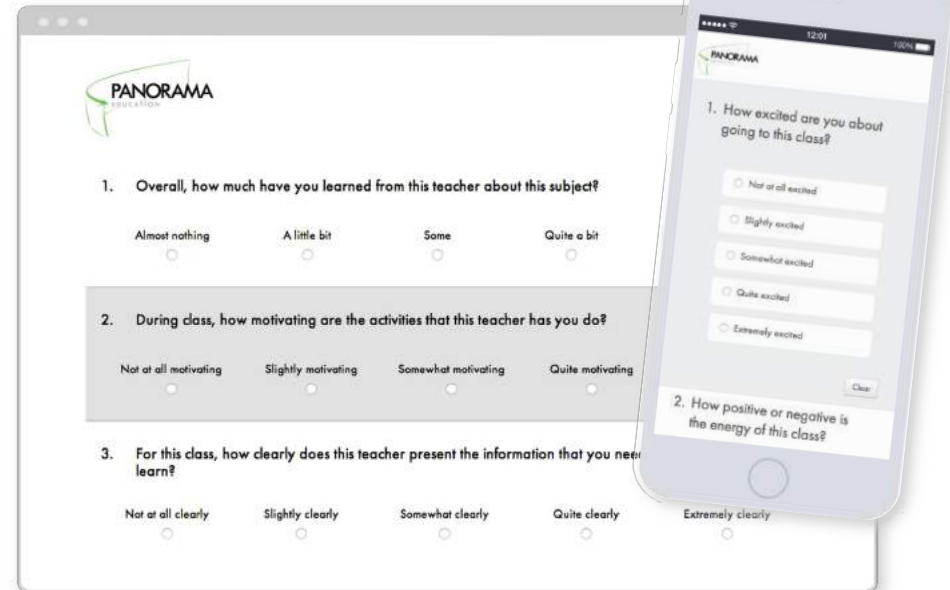


English Exit

**PANORAMA**  
EDUCATION

Welcome! Click "Start Surveys" to begin.

STUDENT SURVEY (0/1 completed) Start Surveys



**PANORAMA**  
EDUCATION

1. Overall, how much have you learned from this teacher about this subject?

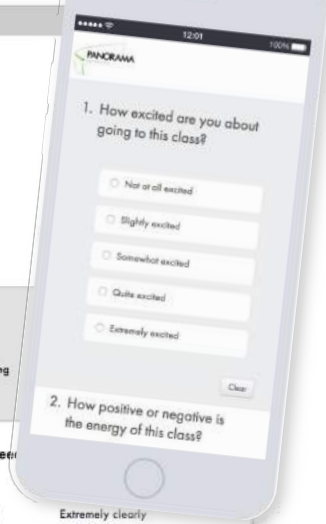
Almost nothing    A little bit    Some    Quite a bit

2. During class, how motivating are the activities that this teacher has you do?

Not at all motivating    Slightly motivating    Somewhat motivating    Quite motivating

3. For this class, how clearly does this teacher present the information that you need to learn?

Not at all clearly    Slightly clearly    Somewhat clearly    Quite clearly    Extremely clearly



1. How excited are you about going to this class?

Not at all excited

Slightly excited

Somewhat excited

Quite excited

Extremely excited

2. How positive or negative is the energy of this class?

# Student Feedback Surveys

## Student Climate & Connectedness Survey (3-5)



## Student Climate & Connectedness Survey (6-12)

*The social, emotional, and motivational skills that help students succeed in school, career, and life.*

**Respondent:** Students (3-12)

**Subject:** School

- Demographics
- Caring Others (Grades 3-5)
- Social and Emotional Learning (Grades 3-5)
- Recommendation Question (Grades 3-5)
- Safety Question (Grades 3-5)

**Respondent:** Students (6-12)

**Subject:** School

- Student Risk Behaviors: Delinquent Behaviors
- Student Risk Behaviors: Drug and Alcohol Use
- Student Involvement
- Respectful Climate
- School Safety
- Family and Community Involvement
- Demographics
- Peer Climate
- Social and Emotional Learning (Grades 6-12)
- High Expectations
- Caring Adults
- Community Support
- Cultural Connectedness
- Supplement: Anchorage School Recommendation
- Learning Recovery

# Teacher & Staff Surveys



## Teacher and Staff Climate & Connectedness Survey

*The social, emotional, and motivational skills that help students succeed in school, career, and life.*

**Respondent:** Teacher

**Subject:** Schools

- Student Risk Behaviors: Delinquent Behaviors
- Student Risk Behaviors: Drug and Alcohol Use
- Student Involvement
- School Leadership and Involvement
- School Safety
- Family and Community Involvement
- Demographics
- Peer Climate
- Cultural Connectedness
- Supplement: Anchorage School Recommendation
- Internet at School
- Staff to Student Relationships
- Staff to Staff Relationships
- Staff Beliefs
- Social and Emotional Learning
- Trauma Engaged Schools
- Staff Communication with Families
- Professional Learning Interests
- Learning Recovery

# Family Surveys



## Family Climate & Connectedness Survey

*The social, emotional, and motivational skills that help students succeed in school, career, and life.*

**Respondent:** Family

**Subject:** Schools

- School Safety
- Family and Community Involvement
- Additional Questions
- Cultural Connectedness
- Background Information
- Communication
- Family Engagement at School
- Opportunities for Involvement at School
- School Communication with Families
- Student Support at Home
- College or Career Readiness
- Internet at Home
- Anchorage Supplemental
- Learning Recovery

**Available Languages:** English, Spanish, Hmoob (Hmong), Faa-Samoa (Samoan), Wikang Tagalog (Tagalog)



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- 10 mins Overview of AASB's Spring 2022 Survey
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# Your Role as Survey Coordinator



*Below are best practices to make sure your school district has a high number of responses.*

## BEST PRACTICES

### District Coordinators

- **Primary liaison** between AASB & your district.
- Confirm participating schools, coordinators, and survey details.
- **Inform district staff** and school coordinators about survey.
- **Support school coordinators** while carrying out their roles.
  - **Confirm survey proctors** are identified at each school (and are given survey proctor guide)
- **Build excitement** to help schools have a smooth survey administration.
- **Monitor response rates**

### School Coordinators

- **Informs school staff** about survey (staff meeting, emails, etc.)
- Convey importance of survey to school staff.
- Identify survey proctor(s) & provide **survey proctor guide**.
- **Schedule time** to prepare staff, consider using existing meetings to save time.
- **Build excitement** to help schools have a smooth survey administration.
- **Monitor response rates**

# How do I support **students** taking the survey?



- Schedule students to take survey during class time (in person or virtual) on a school issued device.
- Brief Videos outlining [Student Survey Taking in English and Spanish](#) (best for asynchronous surveys as independent assignments)
- Mini Vocabulary Lessons for Survey: [English](#)
- Use **Survey Proctor Guides** for administering surveys
- Ensuring [Accessibility](#) for student surveys
- You may **read questions out loud or define words** within the questions. If students are still having difficulty, they may skip those questions. **(Highly recommended for grade 3-5 survey)**
- Set a positive tone. Create a safe environment, be encouraging, look at survey in advance.

# How do I support **staff** taking the survey?

*The resources below provide detailed information about how to support staff taking the survey.*

- **Convey the importance of staff participation in the survey.** *Staff perceptions of school climate are critical to a school.*
- Ask district and/or school leaders to convey the importance as well
  - (Share how the district plans to use the results, why it's important)
- **Email the staff survey link** to all staff (for their school).
- Consider asking all staff take the survey at a **staff meeting**
- Ensure staff that survey is **anonymous** and cannot be tied to them.
- [Survey-Taking Help for Adults](#) resources
- Check out [The Communications Toolkit](#) for best practices, messaging, and participation letters.



# How do I support **families** taking the survey?

*The resources below provide detailed information about how to support families taking the survey.*



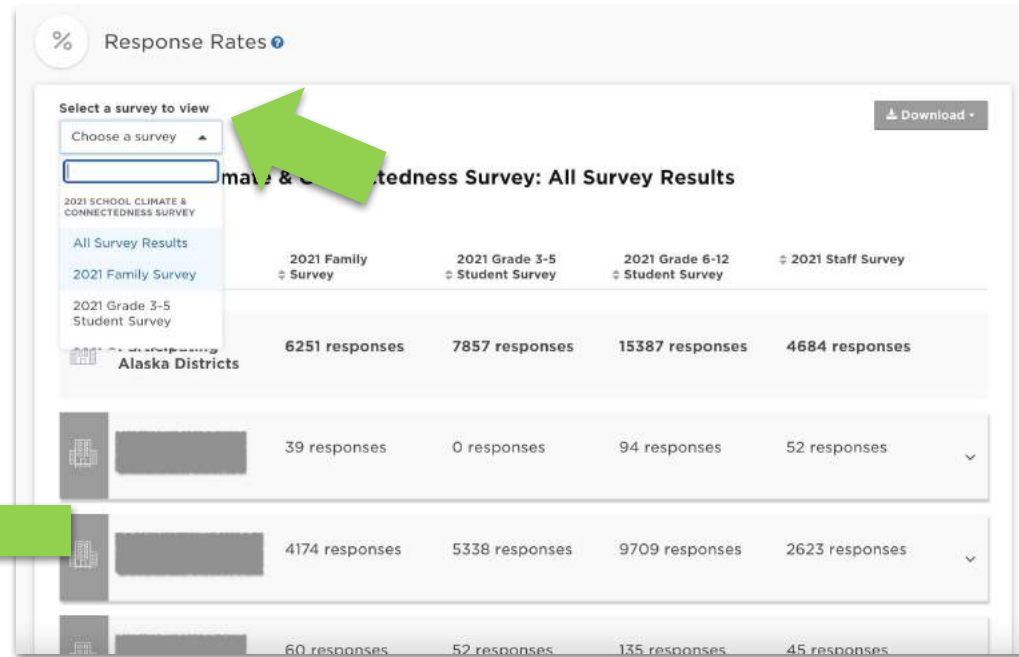
- Available Languages: **English, Spanish, Hmoob (Hmong), Faa-Samoa (Samoan), Wikang Tagalog (Tagalog)**
- Offer multiple ways for families to take the survey:
  - *Text and/ or email survey links to families*
  - *Set up stations at school events (Family nights, Parent-Teacher Conferences)*
  - *Invite families to come to the school to use devices to take the survey when convenient for them*
- [Survey-Taking Help for Adults](#) resources
- [Panorama's Family Survey Communication Toolkits](#)


# How do I track response rates?

Below are brief descriptions of how to track student response rates.  
You can log in to access the response rates at [secure.panoramaed.com/aasb](https://secure.panoramaed.com/aasb)


Use the [Response Rates Dashboard](#) to track how many students, staff, and families have completed the survey in your school district.

Use this dashboard to track and reach out to schools with low participation rates






**Playbook**  
Explore resources for educators to improve student outcome.



**Bookmarks (1)**  
Save survey results for later, visible only to you.



**Response Rates**  
View the response rates for your recent surveys.

# Increasing **Family** Response Rates

## Identify a point person to reach out to families at each school

### Keep in Mind:

- Share the **why** behind the survey.
- Partner with families to **spread awareness**.
- Let families know in advance how you will **act** on results.

### Communication Strategies:

- School and classroom newsletters
- Text and email survey links out
- Social media and district websites
- Phone trees and other messaging strategies

*(how do your families receive information?)*



### Ideas:

- Backpack **reminder notices** home with students. (require students to bring the form back to school signed!)
- **Provide opportunities** for families to take survey on school device (ex drop-off, parent-teacher conferences, family nights)
- **Partner with community organizations & volunteers** to help spread the word in the community (library, tribal organization, sporting events, pick-up/drop-off, etc.)
- **Utilize PTAs and messaging boards** families use.
- **Provide incentives** for taking survey (ex. Raffle entry)

- **Communicate early and often** about the School Climate and Connectedness Survey. [Why Building Buy-In Matters](#).
- **Communicate to families in multiple ways about:** Why the survey is important; How families can take the survey; How results will be used
- **Offer multiple ways for families to take the survey:**
  - Text and/ or email survey links to families
  - Set up stations at school events (Family nights, Parent-Teacher Conferences)
  - Invite families to come to the school to use devices to take the survey when convenient for them
- **Partner with local organizations** (ex. tribes, PTA, students) to increase participation
- Consider **incentives** appropriate for your schools & communities
- Use **existing communication channels** that are already setup within your school to reach and message families
- Learn how other districts have found success and what they recommend through [Panorama's Family Survey Communication Toolkits](#)
- Check out Panorama Academy Resource pages [Raise Family Survey Response Rates](#)





# Increasing Student and Staff Responses

Survey Type	Establish clear incentives upfront & offer some prize	Post a “Progress Thermometer” around the school	Offer technology & multiple mediums to complete the survey	Send reminders to teachers and staff
Students	✓	✓ Send updates via announcements	✓ Use existing class time, or schedule for homework	✓ Have teachers and school leaders set a designated time to take the survey
Teacher & Staff	✓	✓ Provide progress updates via email	✓ Use existing staff meeting time or when students take their surveys	✓ Reach out to schools with low participation rates

- Communicate to your students and staff about the SCCS survey windows:
  - [Why Building Student Buy-In Matters](#) and
  - [Why Building Teacher & Staff Buy-In Matters](#)
  - [2022 SCCS Resource Center](#)
- Share information and videos with **teachers and staff** like this: [Introduction to Panorama Surveys](#)
- Share information on social media to build excitement!: [Survey Engagement via Social Media](#)



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# Frequently Asked Questions

- **How much time should we budget for student, staff and family surveys?**

We recommend setting aside a class period for the student survey. We recommend budgeting 30-45 minutes to account for students with varying reading levels, reading the proctor instructions, troubleshooting any technology, and any other student accommodations.

- **Are survey responses saved partway through the survey?**

Responses are saved when the blue submit button is selected. Otherwise, respondents will have to start over if they exit out of the survey window before submitting.

- **What if someone submitted a survey or a browser crashed before surveys were completed?**

If the “Thank you” screen did not appear, the respondent should retake the survey.

- **What devices can surveys be taken on?**

Panorama surveys can be taken on any device with an internet browser, including laptops, Chromebooks, tablets, and smartphones.

- **What accommodations should we give students to take this survey?**

We recommend giving students the same accommodations they would have in the classroom and/or for any standardized testing. At a minimum, teachers should provide the same accommodations for students with IEPs or English Language Learners that they are eligible for when taking state or district assessments.

For any questions during the survey window, reach out to [support+aasb@panoramaed.com](mailto:support+aasb@panoramaed.com) with your school and district name and your question.

# What questions do you have?



For any questions during the survey window, reach out  
[support+aasb@panoramaed.com](mailto:support+aasb@panoramaed.com)  
with your school and district name and your question.

# Next Steps



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- Work with your teams **to spread the word** about the SCCS with your school community! Feel free to customize this [slide deck](#) to turnkey and share school/district details with staff.
- Explore the [2022 SCCS Resource Center](#) (sample parent/guardian letter, family survey strategies, and more)
- Make sure your technology is ready in your district! Connect with an **IT/technology coordinator** and share [the Technology Checklist](#)
- Explore the [Panorama Academy](#), including this [Survey Coordinator Toolkit](#)
- Explore **survey resources** shared in this deck to learn more about how to administer surveys, and customize as your school sees fit.
- Join a [Community Workshops](#) led by our Teaching & Learning Team, applicable ones include:
  - Understanding Your Survey Reports
  - Playbook Power Hour
  - Office Hours





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# APPENDIX

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# About Playbook

- Panorama’s online professional learning library of evidence-based and research-backed SEL interventions
- Resources from expert organizations vetted by Panorama’s team for CASEL alignment, research-backing
- Assists school leaders and educators in moving from understanding data to taking action & implementing SEL
- Easy-to-use and adaptable strategies across 17 topics, including:
  - Distance learning
  - Adult SEL
  - Emotion regulation
  - Sense of belonging
  - Diversity, equity & inclusion
  - Teacher-Student relationships
- Learn how to [Utilize Playbook to Act on Survey Data!](#)

