

SURVEYS

Instructions for Administering Constituent/Stakeholder Survey

The study committee assigned to complete the standard for Learning Climate should also oversee the administration of the Stakeholder/Constituent Survey. Follow these instructions:

ADMINISTRATION OF STAKEHOLDER/CONSTITUENT SURVEY

The Constituent/Stakeholder Survey is to be distributed to all non-parent constituent church members and local members of non-constituent churches, and made available to others (non-parent) with vested interest in the success of the early childhood program. An accompanying letter from the director should indicate the purpose of the survey as an integral part of the program evaluation process and solicit full participation.

In consultation with the local conference office of education, the director and/or study committee may add questions that would be useful in assessing the quality of locally developed programs and initiatives.

TABULATION OF RESPONSES TO THE STAKEHOLDER/CONSTITUENT SURVEY

Respondents should return the completed survey sealed in an envelope to the early childhood program facility. Preserving confidentiality and security is imperative.

The sealed surveys are to be given to the Visiting Committee chair, who will oversee their review. A report of Constituent/Stakeholder Survey responses will be provided to the early childhood program administration and governing board by the Visiting Committee.

SURVEYS

Constituent/Stakeholder Survey

INSTRUCTIONS

Your opinion about the quality of the ECP program is important. Please complete this survey. Do not sign your name—your responses will remain confidential. Return it to the early childhood program facility sealed in an envelope. For questions 1–10, rate your responses by circling the number that corresponds with your level of agreement with the statements. (Number 1 indicates no agreement with the statement, and 5 indicate strong agreement.) You may add a brief comment about any statement.

Upon completion of the ranked response items, answer the open-ended questions 11–13.

How many years have you been a stakeholder of this early childhood program? _____

STRONGLY DISAGREE	DISAGREE	NEUTRAL	AGREE	STRONGLY AGREE	
1	2	3	4	5	1. Adequate information on the early childhood program's governance, policies and practices is available to stakeholders.
1	2	3	4	5	2. Communication and reports from the early childhood program's administration to its stakeholders are regular and adequate.
1	2	3	4	5	3. The director and staff display resourcefulness and positive community relations.
1	2	3	4	5	4. The administration facilitates a good working relationship among all early childhood program personnel.
1	2	3	4	5	5. The administration makes itself available and responds to stakeholders in a timely fashion.
1	2	3	4	5	6. I feel that stakeholders are respected by the administration.
1	2	3	4	5	7. The administration maintains a consistently safe, healthy and orderly environment for children and adults.
1	2	3	4	5	8. The educational program offered at this early childhood program is of high quality.
1	2	3	4	5	9. This early childhood program administration maintains and follows its claimed mission, vision, and purpose.
1	2	3	4	5	10. Stakeholders have adequate opportunity to give input to the administration and governance.

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CONSTITUENT/STAKEHOLDER SURVEY(CONTINUED)

11 . What do you consider to be the strengths of the governance and administration? _____

12 . What areas could be improved; what suggestions would you offer for improvement? _____

13 . Additional concerns or comments: _____