

Mingus Union High School District #4 EXIT INTERVIEW QUESTIONNAIRE

We would appreciate you taking the time to answer the following questions as honestly as possible. Your individual responses are **treated as confidential, and will NOT become part of your personnel file.** Your perceptions of the workplace environment are very meaningful and would help us evaluate our current employment policies and programs.

Name: _____ Date: _____

Hire Date: _____ Separation Date: _____

What prompted you to seek alternative employment?

<input type="checkbox"/> Type of work	<input type="checkbox"/> Lack of recognition
<input type="checkbox"/> Compensation	<input type="checkbox"/> Retiring
<input type="checkbox"/> Moving out of area	<input type="checkbox"/> Health problems
<input type="checkbox"/> Work Schedule unsatisfactory	<input type="checkbox"/> Family circumstances
<input type="checkbox"/> Lack of child/dependant care	<input type="checkbox"/> Returning to school
<input type="checkbox"/> Spouse new job	<input type="checkbox"/> Graduated/leaving city
<input type="checkbox"/> Schedule conflict with other job/school	<input type="checkbox"/> End of temporary assignment
<input type="checkbox"/> Quality of supervision	<input type="checkbox"/> Spouse could not find suitable job
<input type="checkbox"/> Career advancement opportunity	<input type="checkbox"/> Involuntary termination
<input type="checkbox"/> Company culture	<input type="checkbox"/> Other

Comments:

Before making your decision to leave, did you investigate other options that would enable you to stay?

YES *If yes, please describe:*

No *Why not?*

Are there changes that could have been made to prevent you from leaving?

How did you view Administration in regards to the following?

	Almost Always	Sometimes	Never	Name of Supervisor _____ Comments:
Demonstrated fair and equal treatment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Provided recognition on the job	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Developed cooperation and teamwork	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Encouraged/Listened to suggestions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Resolved complaints and problems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Followed policies and procedures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Provided sufficient orientation/training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Provided necessary equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

How would you rate the following in relation to your job?

	Excellent	Good	Fair	Poor	Comments:
Cooperation within your department	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Cooperation with other departments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Communications in your department	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Job duties/responsibilities realistically presented to you upon hire	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Morale in your department	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Job satisfaction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Growth potential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

If you disagreed with an action, did you have the opportunity to discuss your concerns with your immediate supervisor or someone in authority?

Are you aware of any practices or incidents at the school which violate any laws?

No **Yes (please explain)**

If yes, did you report them to Administration?

No **Yes**

What did you like most about your job and/or MUHS?

What does your new job offer that MUHS does not?

Recommend any changes you would like to suggest which you feel would benefit:

Would you recommend MUHS to a friend or family member as a place to work?(circle one)

Yes, without reservation **Yes, with reservation** **No**

CONSENT FOR RELEASE

I give permission to the School Board President to release the contents of this exit interview to the following so that improvements can be made:

Other Board Members

Administration

Other: _____

Printed Name

Signature

Date

Please return your completed form marked personal/confidential to the School Board President:

Mr. James E. Ledbetter
1003 North Main Street
Cottonwood, AZ 86326