



**Hastings Public Schools**  
*Fall 2024 Staff, Student, and Parent Survey Timeline*

<b>Timeline</b>	<b>Task</b>
<b>September 18<sup>th</sup></b>	Review initial survey drafts/Consider customized questions
<b>September 25<sup>th</sup></b>	All feedback to School Perceptions regarding customized questions
<b>September 26<sup>th</sup></b>	Survey finalized
<b>October 7<sup>th</sup></b>	Admin "heads up" email to staff, students, and parents
<b>October 10<sup>th</sup></b>	Email survey to staff, students, and parents
<b>During survey windows</b>	Send reminder emails to non-responding staff/students/parents
<b>October 21<sup>st</sup></b>	Survey deadline for staff, students, and parents
<b>October 23<sup>rd</sup></b>	School Perceptions creates reports
<b>TBA</b>	Send reports to district