

██████████ 2011

██████████ Exit Interview

I met with ██████████ on ██████████, 2011 at 3:00 pm. The intent of the meeting was to conduct an exit interview with ██████████ since she had recently provided us with a resignation notice. Her last day is Tuesday ██████████ 2011.

Exit interviews are conducted as a way for the District to gain feedback from employees in an effort to improve programs such as safety, training, and the hiring process to name a few. The honest and open feedback of an employee exiting the district can sometimes be invaluable to us making improvements that will positively affect all employees and ultimately, students.

██████████ was asked a series of questions from why she is leaving the district to the adequacy of training to finally any improvements we could make. ██████████ was very open to sharing ideas. I have highlighted the interview below and grouped the comments by things we do well and things we could improve on.

██████████ is leaving the district for financial reasons. She has a teaching license with a certification in Special Education so she is seeking full time employment as a teacher. In the meantime, she will sub for the high school and for us until she finds such employment. The hours she was working as an aide did not allow her to accept any other half day subbing positions to fill the remainder of her day.

██████████ commented that she most enjoyed working with the students. However, she was quick to add the staff at Fox River was also wonderful to work with. She said she received good feedback from a few classroom teachers she worked with as to what she could improve on as well as positive feedback when she did something well. She felt training was adequate but also commented that she was ready for much of what she was trained on because of her background. She felt she was well-supported in her job.

Some improvements that ██████████ suggested included the following. One thing that seemed to bother her was that she felt like she was taken advantage of because she was a licensed teacher working as an aide. She felt that because she had a teaching license that some expected her to do lesson plans along with other duties that would normally be part of the teacher's responsibility and not the aide's. When asked if she brought this to the principal's attention, she said she had not. She also indicated that the aide schedule is a difficult one. Splitting up classrooms where the aide is one place for 20 minutes and then elsewhere for 20 minutes makes it hard on the aides and students to really focus on helping the students in the best way possible. She noted that she did not have an answer of how to make it better because she completely understands with IEPs and the minutes allowed for each student that the schedule is the way it is. It was really an observation and maybe something to think about.

In closing, ██████████ thought this was a good experience and she believes WGSD is a great District to work in. She would definitely welcome an opportunity to work in the district as a teacher and would highly recommend the district to family and friends. I have the complete interview in the District Office if the administrative team is further interested.

Denise Woodruff