

POSSIBLE QUESTIONS TO ASK AN ADMINISTRATOR

SHORT FIELD EXPERIENCE

1. What is your educational background?
2. Why did you want to become an Administrator? Principal? Assistant Principal?
3. How can school-community relations be improved?
4. What is the Administrator's role in disciplining a child? The parent's role?
5. If problems arise with a student, what support services does the school provide?
6. How can parents be involved in the education of their children?
7. What are some ways you measure a teacher's effectiveness?
8. How do you deal with a teacher's deficits?
9. What methods/strategies have you used in resolving conflicts between students?
10. What is the role of a Principal? Assistant Principal?
11. What is the impact of inclusion on the school community?
12. What should a principal expect from teachers and staff?
13. What should teachers and staff expect from the principal?
14. How do you involve the professional staff in the decision making process?
15. What do you consider a principal's biggest pressure?
16. What methods do you use to evaluate your school and its programs?
17. What do you like most about being Principal? Assistant Principal? Which part of the job do you least like?
18. What are the major qualities you seek in a new teacher?
19. What is your personal philosophy of education?
20. How would you describe the appearance of an effective classroom?
21. What is your school doing for the special needs children?
22. What are the most crucial issues facing a principal today?
23. What personal qualities do you think are important for a principal to possess?
24. How often and in what manner do you conduct faculty meetings?
25. How do you define a high quality education program?
26. What aspect of your current position consumes most of your time?



POSSIBLE QUESTIONS TO ASK A TEACHER

SHORT FIELD EXPERIENCE

1. What is your educational background?
2. Do you coach or advise any activities as a member of the teaching staff?
3. When did you decide to become a teacher, and why did you choose this field?
4. What personal strengths do you find especially helpful in your teaching?
5. What is your favorite subject to teach? Why?
6. What do you like most about teaching as a career?
7. What is your least favorite aspect of teaching?
8. What is your philosophy of education?
9. Describe your teaching style.
10. How do you structure your time to manage all of the duties associated with teaching?
11. What is the greatest success you have had in teaching?
12. What do you think is the greatest challenge facing students today?
13. What is the most difficult aspect of teaching today?
14. What are the qualities of an excellent teacher?
15. What is your approach to classroom management?
16. What role have parents played in your classroom?
17. How do you motivate your students to become active learners in your classroom?
(Or: How do you encourage class participation?)
18. How have you integrated technology into your teaching instruction?
19. What experience have you had with team-teaching? What is your opinion of it?
20. How do you modify your teaching to reach students who are struggling to perform at grade level?
21. How do you provide support for students with exceptional ability?
22. How do you establish and maintain good communication with the parents of your students?
23. What steps do you follow to deal with a student who displays consistent behavioral problems in your classroom?
24. Under what circumstances do you refer a child to the administrator's office?



POSSIBLE QUESTIONS TO ASK A SPECIAL EDUCATION TEACHER

SHORT FIELD EXPERIENCE

1. How have you established procedures and rules for behavior to maintain order among your students?
2. How have you managed a very disruptive student?
3. How have you collaborated with general education teachers to benefit your students?
4. What special education strategies and techniques have you used to help your students?
5. What methods do you use to encourage students to explore learning opportunities?
6. How do you motivate students to persevere with challenging assignments and tasks?
7. How do you teach and encourage socially acceptable behavior from your students?
8. How have you encouraged parental involvement in student learning?
9. How have you ensured that each student receives the right type of support?
10. How do you regularly assess the progress of your students?
11. How have you managed to keep up with the paperwork required of a special education teacher?
12. Should students with special needs be mainstreamed as far as possible?
13. How do you stay current with special education best practices?
14. Why did you become a special education teacher?

