

School code: \_\_\_\_\_ Interviewer: \_\_\_\_\_

Participant Title(s): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## COMMUNITY MEMBER FOCUS GROUP PROTOCOL

**1. Tell me a little about how you came to be involved in the school.**

[Probes: Who encouraged your involvement? Did the encouragement come from the school or district? A community organization?]

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**2. In what capacity are you involved with the school?**

[Probes: Are you involved in supporting school actions at board meetings and other public events, providing services to students within the school, providing materials and equipment. For how long?]

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**3. With whom at the school do you interact? How often? On what topics? Has this changed over the period during which you have worked with the school? If so, when did the change take place?**

[Probe to identify parties with who they communicate: Principal? Teachers? Parents? Students? Community liaison? Has the school given you data about student achievement?]

[Probe to identify topics: Student achievement? Data? Student Behavior? Parental Involvement? School Facilities?]

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**4. What would I have seen had I come to this school five years ago? How are things different now? Who or what prompted changes at the school? (N/A if the respondent has been working with the school for fewer than five years).**

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**5. In general, how do you feel about the school? Has your impression changed over time? If so, what caused the change? What is the school's reputation in the district? Compared to other schools?**

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**6. How are community members made aware of the school's vision and plans? Are you aware of any school accomplishments? Problems? How are the problems and accomplishments communicated? By whom?**

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7. **What role do community members play in the implementation of school activities?**

[Probes: In what way do they support instructional improvement? Are community members involved in planning, implementing, or evaluating school activities? If so, how?]

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8. **Is there anything else I should know to tell the story of the school's improvement efforts?**

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