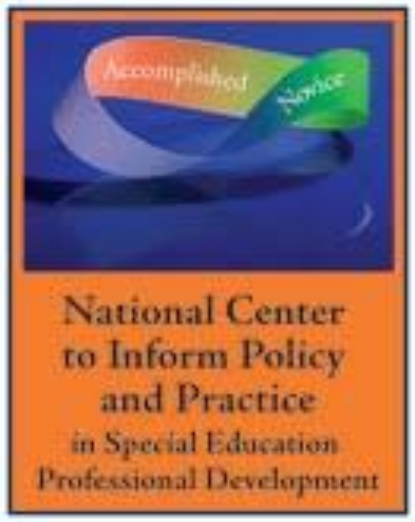
NCIPP: Induction for Beginning Special Education Teachers: Needs Assessment



IDEAs that Work

Office of Special Education Programs
U.S. Department of Education

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Implementation Matrix and Guiding Questions

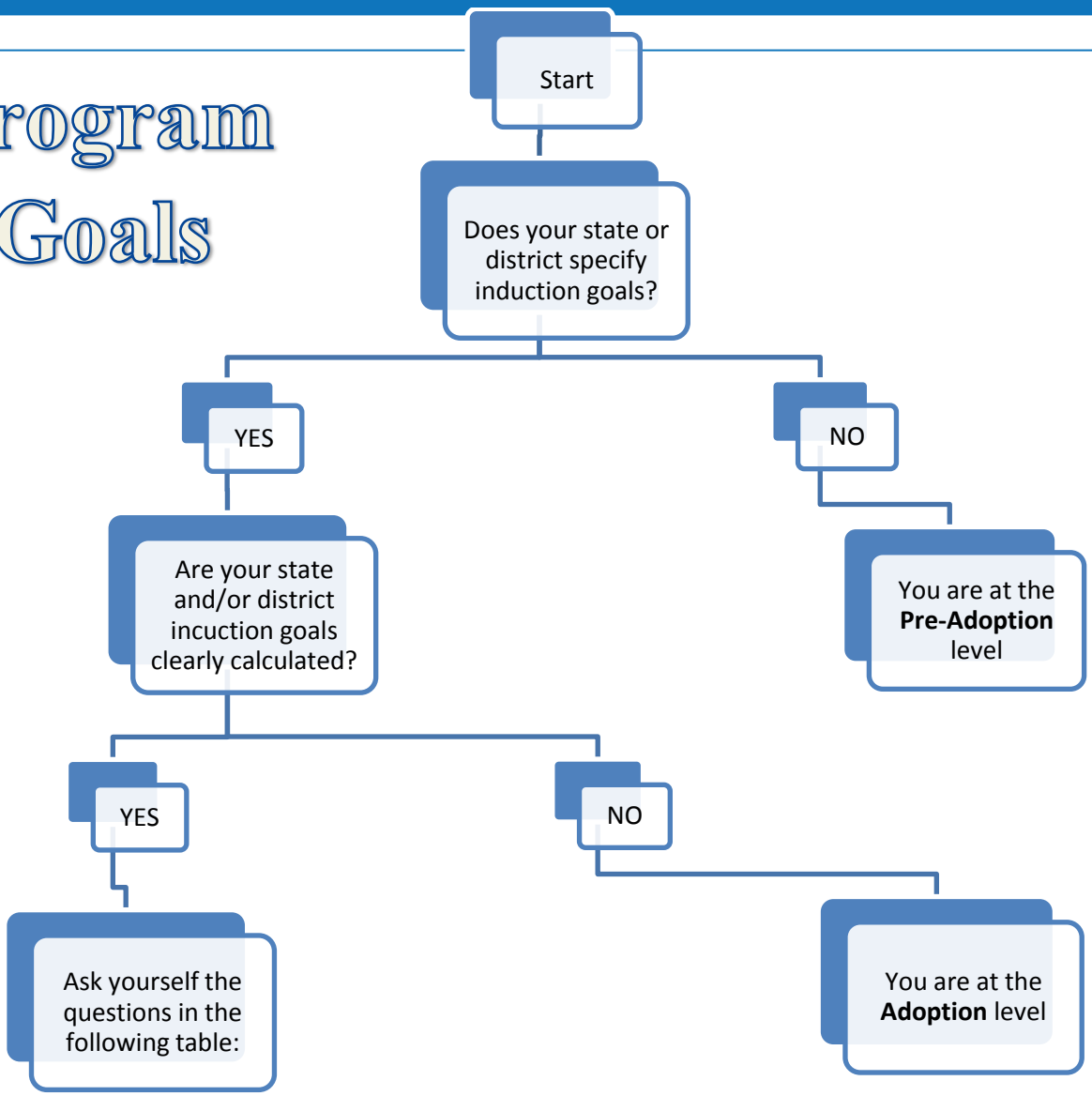
Our implementation matrix, on the following page, is designed to help districts think about implementing and sustaining a comprehensive induction and mentoring program for beginning special education teachers.

On the next page, you will find the implementation matrix, which shows six areas for implementing induction: program goals, program elements, program evaluation, human resources, fiscal resources, and physical resources. In the pages that follow, each area is broken down into a series of questions designed to help you identify you district's current level of induction implementation. Follow the steps below to complete your needs assessment.

1. Go to the first flow chart marked 'Program Goals'
2. Work through the questions to determine your level of implementation.
3. Once you have identified your level, refer back to the implementation matrix to mark the corresponding box
4. Continue working through all the questions until you have identified your level in each area.
5. After you have completed all of the areas, return to the implementation matrix to view your district's completed needs assessment. This will help guide you as you create your action plan. You should have one level circled for each category of the matrix (e.g. program goals, program elements, etc)

		Induction Support For All Teachers			Induction Support Differentiated for Special Education Teachers	
Implementation Matrix		**Pre-Adoption:** The district currently offers no formal induction program	**Adoption:** The district meets minimum requirements for induction	**Implementation:** The district supports and implements comprehensive induction for beginning teachers generally	**Awareness:** The district is aware of the support needs of beginning special education teachers and is making some effort to address them	**Adaptation:** The district supports and implements comprehensive induction for both general education and special education beginners
Policy Stipulation						
Does your state or local policy specify goals for your program?	**Program Goals**	No goal for induction	The goals for induction are not clearly articulated	Clear goals for induction	District wide goals for induction with some attention to beginning special education teachers	Clear district-wide goals evident for supporting both beginning special education teachers
Does your state or local policy require specific elements for mentoring or induction?	**Program Elements**	No induction program	Program meets some policy requirements	Program goes beyond minimum requirements	Program pays some attention to induction needs of beginning special education teachers	Comprehensive induction program that includes supports for beginning special education teachers
Does your state or local policy specify steps for evaluating the support provided for beginning teachers?	**Program Evaluation**	No evaluation plan	Some program evaluation, not consistent or comprehensive	An evaluation plan that is consistent and includes multiple measures	An evaluation plan that is consistent and includes multiple measures	A comprehensive and consistent evaluation plan used to drive continuous program improvement
Resource Allocation						
Does your district have staff positions dedicated to supporting beginning teacher development?	**Human Resources**	None	Some	Adequate	At least one devoted position to supporting beginning special education teachers	A collaborative team effort to support the needs of beginning special educators
Does your district have funding allocated to support beginning teacher development?	**Fiscal Resources**	None	Some	Adequate	Adequate funding to support a multi-layered and targeted induction program that includes the needs of beginning special education teachers	Continuous funding stream to support the needs of beginning special educators
Does your district have physical resources (i.e., space, technology infrastructure, materials)?	**Physical Resources**	None	Some	Adequate	Adequate physical resources) to support a multi-layered and targeted induction program that includes the needs of beginning special education teachers	The district has physical resources allocated to support the needs of beginning special educators

Program Goals



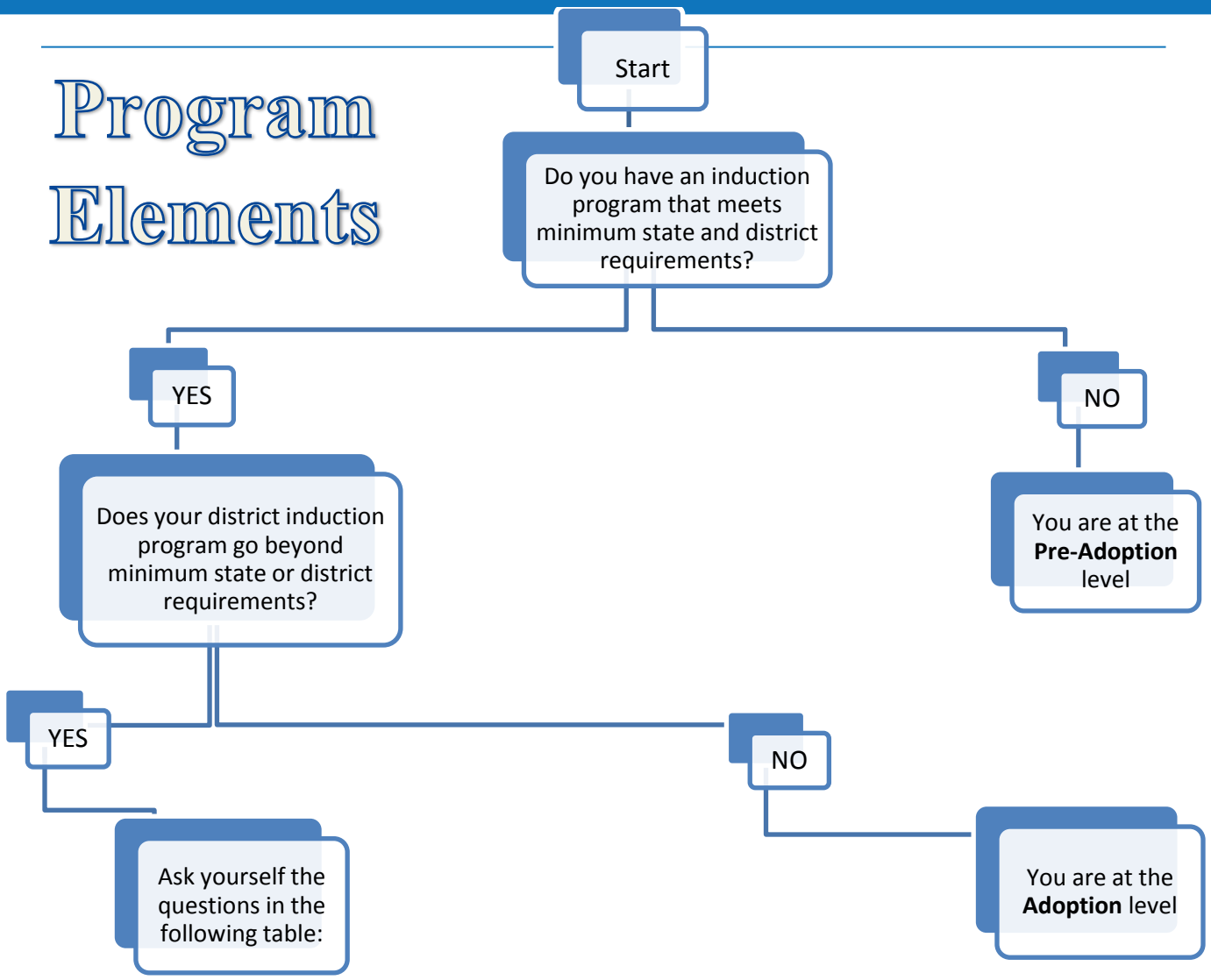
Does your Induction Program Include Goals for …	**Yes**	**No**
Improving special education instructional quality, content instruction for special education, special education pedagogy, and behavior management?		
Increasing collaboration between special education teachers, their colleagues and parents of students with disabilities?		
Improving data management for student achievement and special education policies?		

If you answered **no** to all of the questions in the table, you are at the **Implementation level.**

If you answered **no** to any of the questions in the table, you are at the **Awareness level.**

If you answered **yes** to all the questions in the table, you are at the **Adaptation level.**

Program Elements



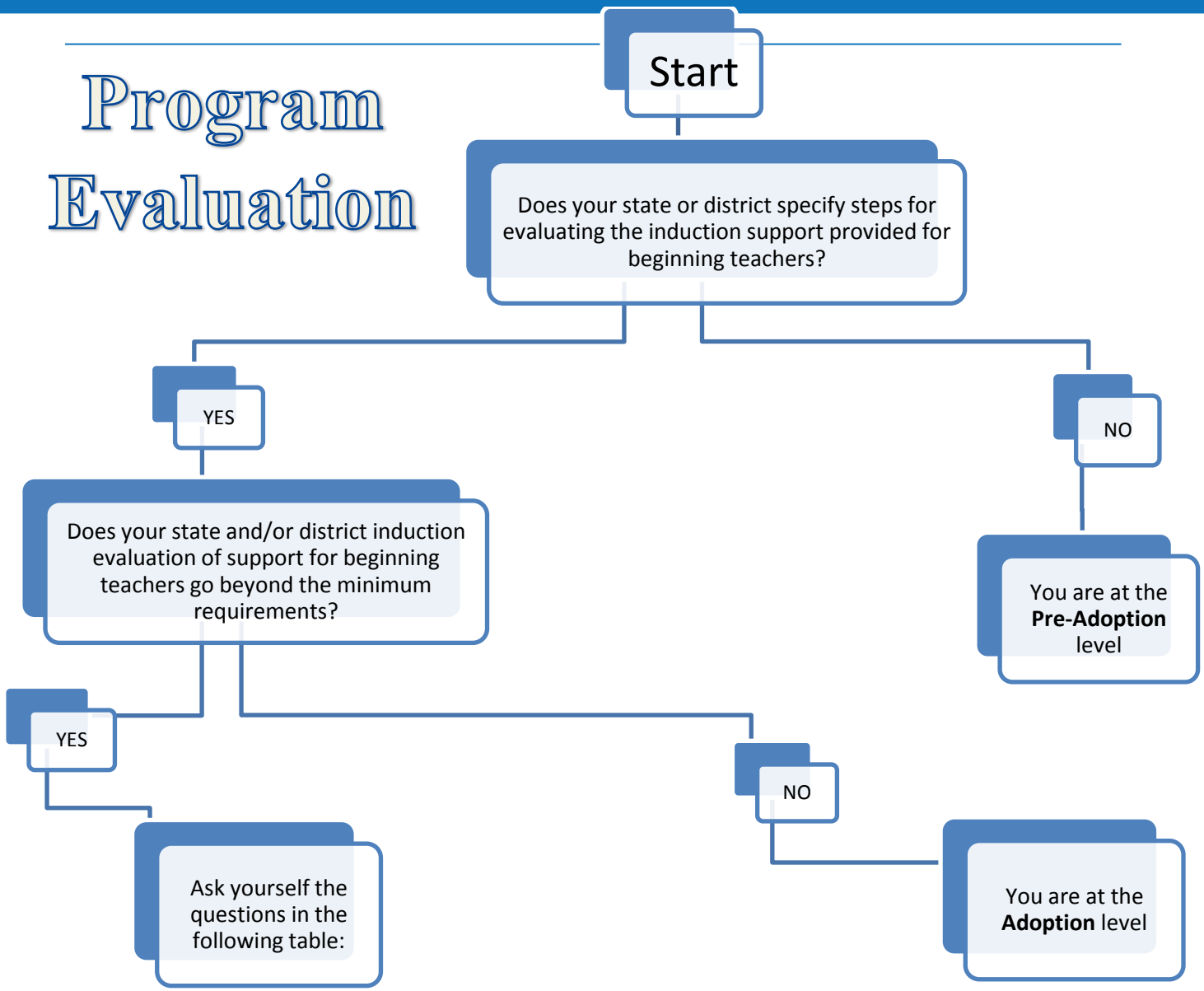
Does your Induction Program Include…	Yes	No
Mentoring for beginning special education teachers?		
Professional Development for beginning special education teachers?		
A well-defined role for building administrators?		
A well-defined role for mentors?		
A plan for recruitment and selection of special education mentors?		
Guidelines for matching special education mentors and mentees?		
Training for special education mentors?		
A plan for providing ongoing support to special education mentors?		
A comprehensive plan for evaluating the induction program?		

If you answered **no** to all of the questions in the table, you are at the **Implementation level.**

If you answered **no** to any of the questions in the table, you are at the **Awareness level.**

If you answered **yes** to all the questions in the table, you are at the **Adaptation level.**

Program Evaluation



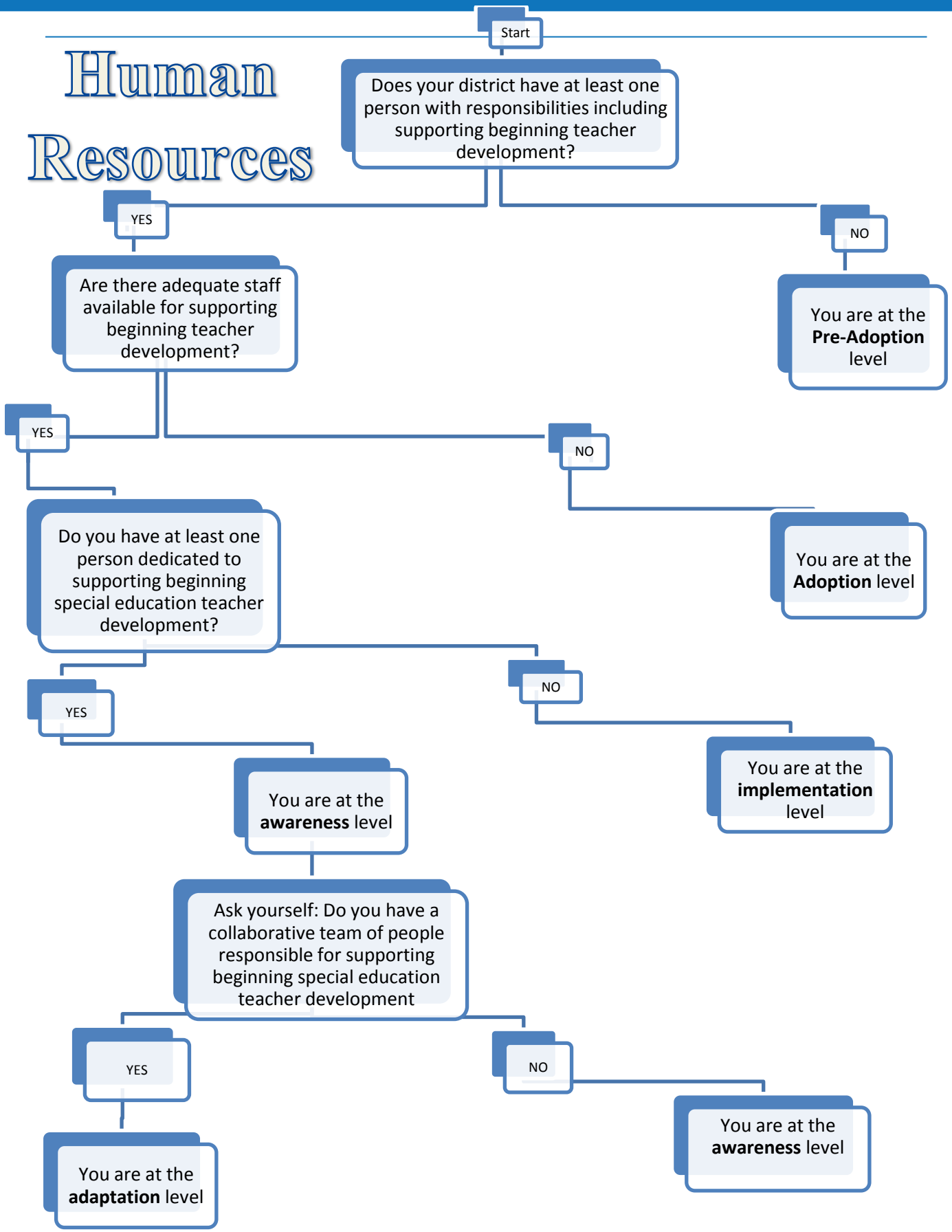
Does your Induction Evaluation …	**Yes**	**No**
Include data from teacher evaluations?		
Include data from surveys?		
Include data from mentoring logs?		
Include student data?		

If you answered **no** to all of the questions in the table, you are at the **Implementation level.**

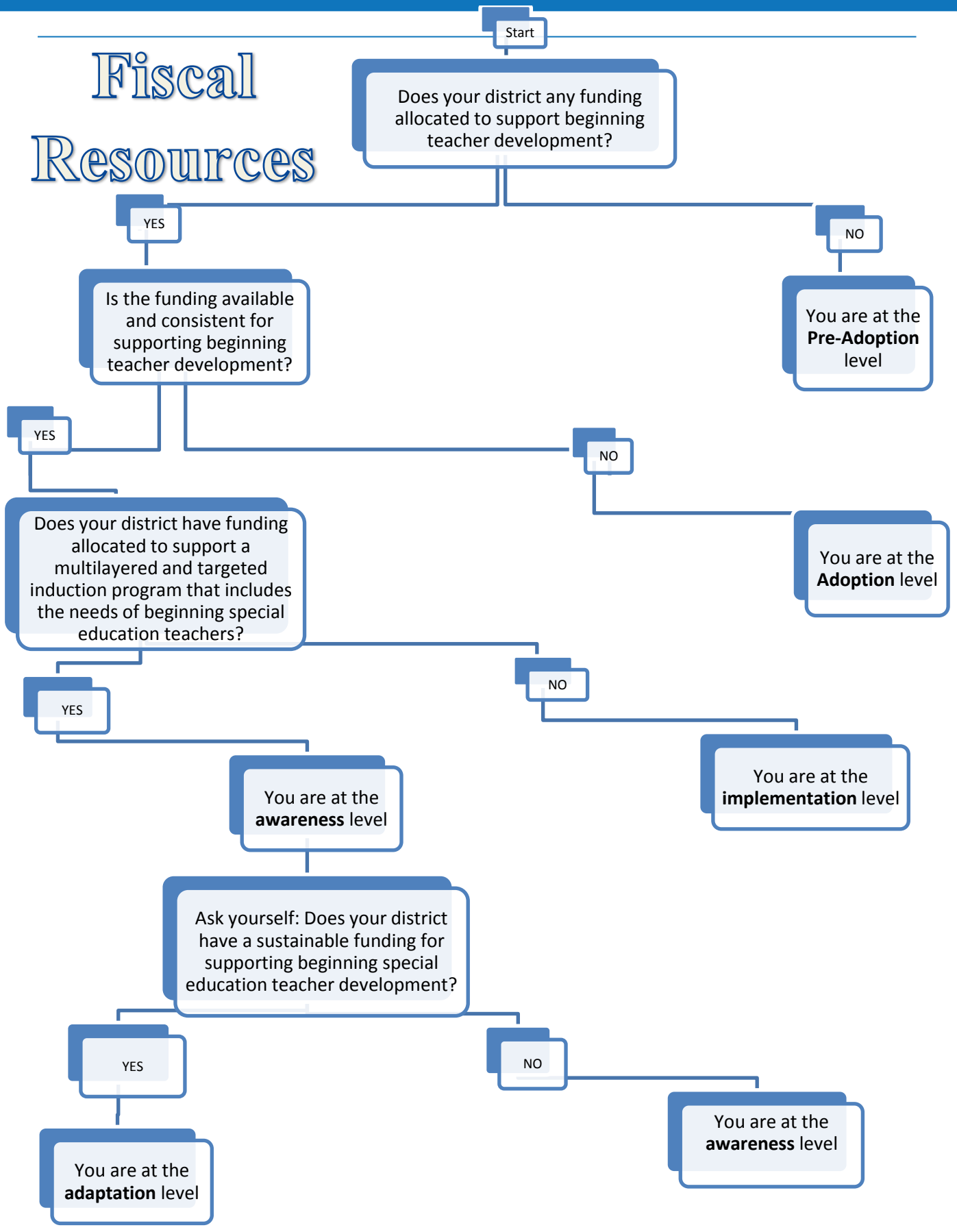
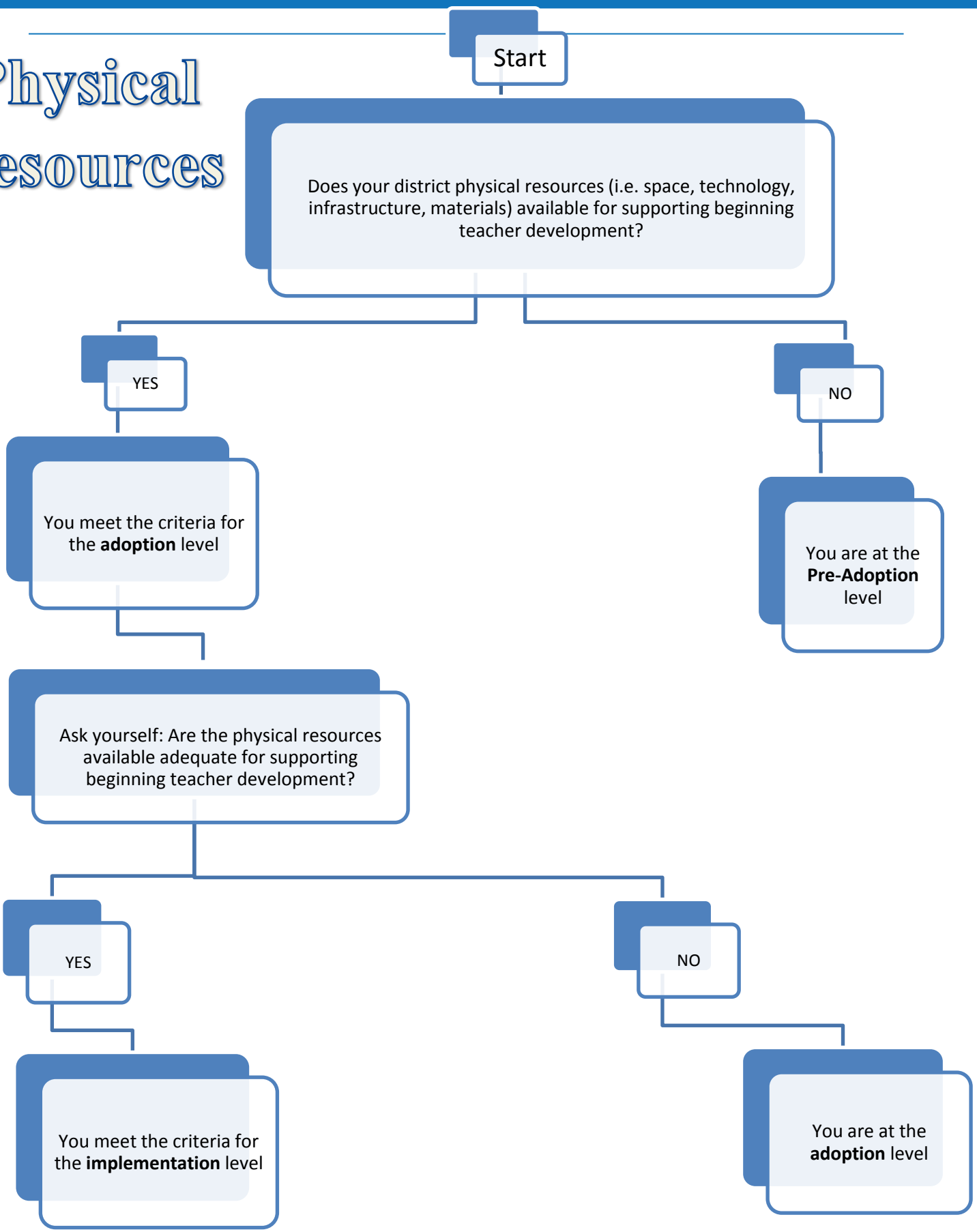
If you answered **no** to any of the questions in the table, you are at the **Awareness level.**

If you answered **yes** to all the questions in the table, you are at the **Adaptation level.**

Human Resources



Fiscal Resources



Physical Resources