NEEDS ASSESSMENT

At PowerSchool, we believe in true partnerships with our customers. This worksheet has been developed to work with you to gauge the needs you would have from a talent management solution and the priorities of solving your current challenges. Whether you have existing talent management solutions or you are looking into it for the first time, this guide is intended to help understand what areas would have the largest impact on your team and staff. Any additional information that you can share about your longer term goals will also help us advise you in the future.

General

What is your role in the district?

- [ ] HR – Hiring and supporting staff
- [ ] CTO – Technology solutions and infrastructure
- [ ] Superintendent – District level success and decision making
- [ ] Curriculum – Staff professional development
- [ ] CFO – Payroll and budget management
- [ ] Other:

> Additional Notes:

What are the challenges you face with your talent management workflows or processes? (Check all that apply, * your top 3)

- [ ] Not being able to hire the right people
- [ ] Understanding which candidates would have the greatest impact on student success
- [ ] Not having enough time to focus on staff/students
- [ ] Problems managing substitutes for teachers and/or support staff
- [ ] Not getting the right visibility into the status of employee workflows
- [ ] Too much paperwork to store/manage
- [ ] People, processes, or technology solutions that don't work together
- [ ] Lack of accountability within/between departments
- [ ] Not having data to make decisions
- [ ] Employee data being out of sync or outdated
- [ ] Time spent on ensuring compliance with state/federal regulations
- [ ] Supporting my principal with data about hiring, substitute management, and the support and growth of staff
- [ ] Other:

Customers with existing talent management solutions:

- [ ] Talent systems that don't talk to each other
- [ ] Lack of customer support/account manager for my talent solution(s)
- [ ] Talent management product adoption by users
- [ ] Not enough training on existing talent management system

> Additional Notes:

What are your most critical talent initiatives this year?
(Check all that apply, * your top 3)

- ☐ Better communication throughout the hiring process
- ☐ Increase the quality/quantity of candidates
- ☐ Guide hiring and professional development decisions with data
- ☐ Improving the quality of instruction in the classroom
- ☐ Ensuring a qualified sub is in every classroom
- ☐ Improve retention
- ☐ Cross department communication
- ☐ Save money
- ☐ Save time
- ☐ Other:

Additional Notes:

Recruiting and Hiring

What challenges do you experience in recruiting high quality talent? (Check all that apply, * your top 3)

- ☐ Not enough candidates
- ☐ Lacking quality candidates
- ☐ Negative experience for the applicant when they are applying
- ☐ Losing candidates to competing schools/districts
- ☐ Slow time-to-hire
- ☐ Lack of standard processes or inefficient processes
- ☐ Lack of communication between district offices and hiring manager
- ☐ Not enough time to look through resumes
- ☐ Too much time needed to screen candidates
- ☐ Difficulty recruiting principals
- ☐ Visibility into what questions hiring managers are asking in interviews
- ☐ Want an applicant tracking system, but don't have the time to roll it out
- ☐ Other:

Customers with existing talent management solutions:

- ☐ Not able to configure my ATS to meet my needs
- ☐ Too difficult to navigate when entering in jobs or identifying candidates
- ☐ Not enough visibility into the status of each candidate or position
- ☐ Need for bulk actions, such as emailing candidates or inviting them to interview
- ☐ Integration with finance systems (ERP) for job openings

Additional Notes:

Onboarding and Employee Management

What challenges do you currently experience onboarding new employees today?

- ☐ Difficulty managing all the paperwork
- ☐ Manual tracking and monitoring of onboarding process
- ☐ Poor new hire experience when onboarding new employees
- ☐ Other:

Additional Notes:

What challenges do you experience in managing the day-to-day needs for your staff? (Check all that apply, * your top 3)

- ☐ Too much employee paperwork to keep track of
- ☐ Lack of interdepartmental communications
- ☐ Lack of clarity regarding employee processes
- ☐ Manual processes for employees to complete paperwork
- ☐ Manual tracking and monitoring of contracts
- ☐ Too much time spent reminding employees to complete paperwork
- ☐ No employee self-service portal for access to forms needed and other employee resources
- ☐ Concerns about audits
- ☐ Other:

Customers with existing talent management solutions:

- ☐ Integration with finance systems (ERP) for syncing employee data

Additional Notes:

What challenges do you experience in finding substitutes for your staff when they are out? (Check all that apply, * your top 3)

- ☐ Finding quality substitutes
- ☐ Manual tracking of absence requests
- ☐ Manual callouts to substitutes
- ☐ Lack of data to optimize fill rates
- ☐ Visibility into substitute management trends over time
- ☐ Not enough reporting to share with stakeholders in the school/district/board
- ☐ Being able to find substitutes away from your computer (mobile access)
- ☐ Other:

Customers with existing talent management solutions:

- ☐ Unable to configure existing absence management software to meet your needs
- ☐ Integration with finance systems (ERP) for absence requests, payroll, etc.

Additional Notes:

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Develop and Retain

What challenges do you face in evaluating existing staff effectiveness? (Check all that apply)

- [ ] No way to link performance metrics to professional growth
- [ ] Manual tracking and management of evaluations
- [ ] Difficulty in accessing old evaluations and historical data
- [ ] Educator evaluation tool doesn't match process
- [ ] Lack of collaboration on evaluations between supervisor and teacher
- [ ] Lack of visibility throughout the evaluation process
- [ ] Limited visibility into performance data at the district, school, department, and individual level
- [ ] Lack of transparency of processes for staff
- [ ] Supporting multiple measure evaluations
- [ ] Other:

  Customers with existing talent management solutions:
- [ ] Access to reports that let you see performance trends over time
- [ ] Unable to configure your own forms, processes, rubrics, workflows

Additional Notes:

What challenges do you face in developing staff? (Check all that apply)

- [ ] One size fits all staff development
- [ ] Lack of collaboration on PD plans between supervisor and teacher
- [ ] Difficulty informing teacher development with student engagement and growth
- [ ] Having staff participate in professional learning communities
- [ ] Having a platform to celebrate and encourage development
- [ ] Other:

  Customers with existing talent management solutions:
- [ ] Integration with absence management system (request time off when registering for PD)
- [ ] Support for LMS integrations/SCORM
- [ ] Access to 3rd party content for professional development

Additional Notes: