**Worksheet for Environmental Scanning**

**External Micro-Systemic (School) Factors**

The School Data Profile and Internet Databases (such as the CDE education statistics at http://www.cde.state.co.us/cdereval) will provide a good deal of data to inform the completion of this form.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| External Micro-Systemic Environment (School) | Issues/Questions | Findings | Opportunity or Threat? | Sources |
| Student/Parent/Teacher Characteristics and Demographics |  |  |  |  |
| School Culture and Reputation |  |  |  |  |
| Physical Facilities |  |  |  |  |
| Technology |  |  |  |  |
| Financial Factors |  |  |  |  |
| Administrative and Organizational Factors |  |  |  |  |
| School Climate Related Instances (Recent Violence, Suicide, etc.) |  |  |  |  |
| Pertinent Policies (Zero Tolerance, Harassment, etc.) |  |  |  |  |
| Procedures (Registration, Discipline Referral, etc.) |  |  |  |  |
| Special Student Support Programs (Transition, Tutoring, etc.) |  |  |  |  |