Mississippi EETT Grant Coordinators

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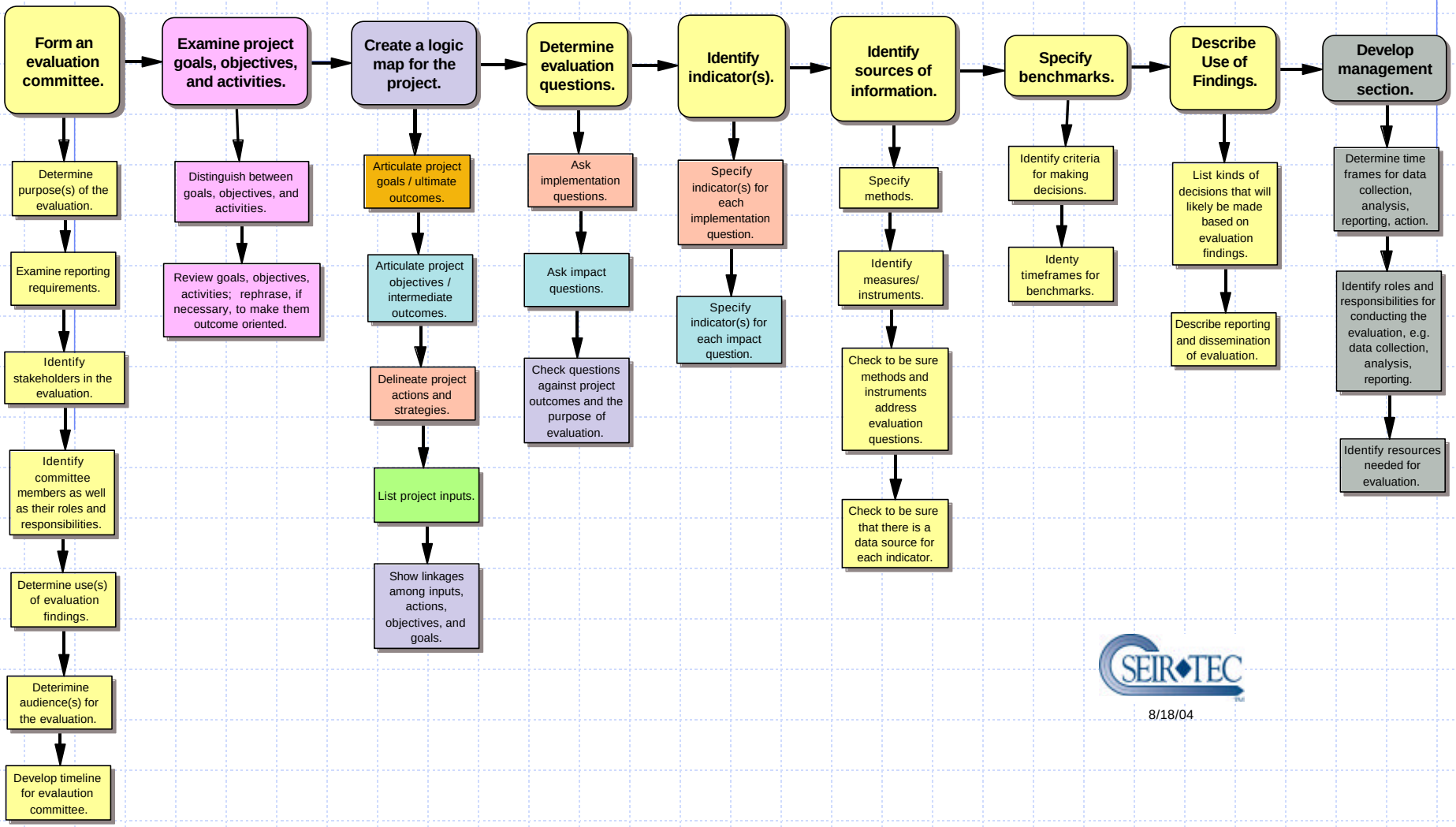
Overview

- Review, update, and discussion
- Guided planning for evaluation
- Peer review of plans
- Lots of questions, and (hopefully) some answers

How to Develop a Project Evaluation Plan



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Key Elements of a Project

Goals...

- Focus on the ultimate outcome(s) of the project.
- Ask “What difference will the project make in the long run?” e.g., What impact will it have on learners?

Observations about project goals

- Be sure your project's goals are aligned with the State's educational technology goals. In turn, the State's goals should align with the goals specified in the Federal legislation (NCLB /EETT).

Key Elements of a Project

Objectives...

- Focus on intermediate outcomes.
- Are measurable.
- Are attainable.
- Are the link between a project's strategies and the project's goals. Meeting the project's objectives should lead to the achievement of the project's long term goals or outcomes.

Observations about objectives

- A lot of grantees are confusing objectives with strategies and activities.
- If you have more than four or five objectives, you probably have too many.

Observations about objectives

- Technology project objectives typically focus on
- What teachers do
- What students do
- The learning environment
- Other potential objectives could focus on
  - Curriculum
  - Collaboration/community/partnerships

Key Elements of a Project

Strategies…

- Specify what the project is going to do.
- Lead to the accomplishment of the project's objectives.
- Form the basis of the evaluation management plan.

Observations about strategies

- So many grantees were confusing strategies with activities that we've changed the heading "Actions/Strategies" to "Strategies."
- Basically, strategies are a collection of activities, e.g., professional development, planning, infrastructure, personnel, etc. The revised form (coral) allows room for listing activities.

Key Elements of a Project

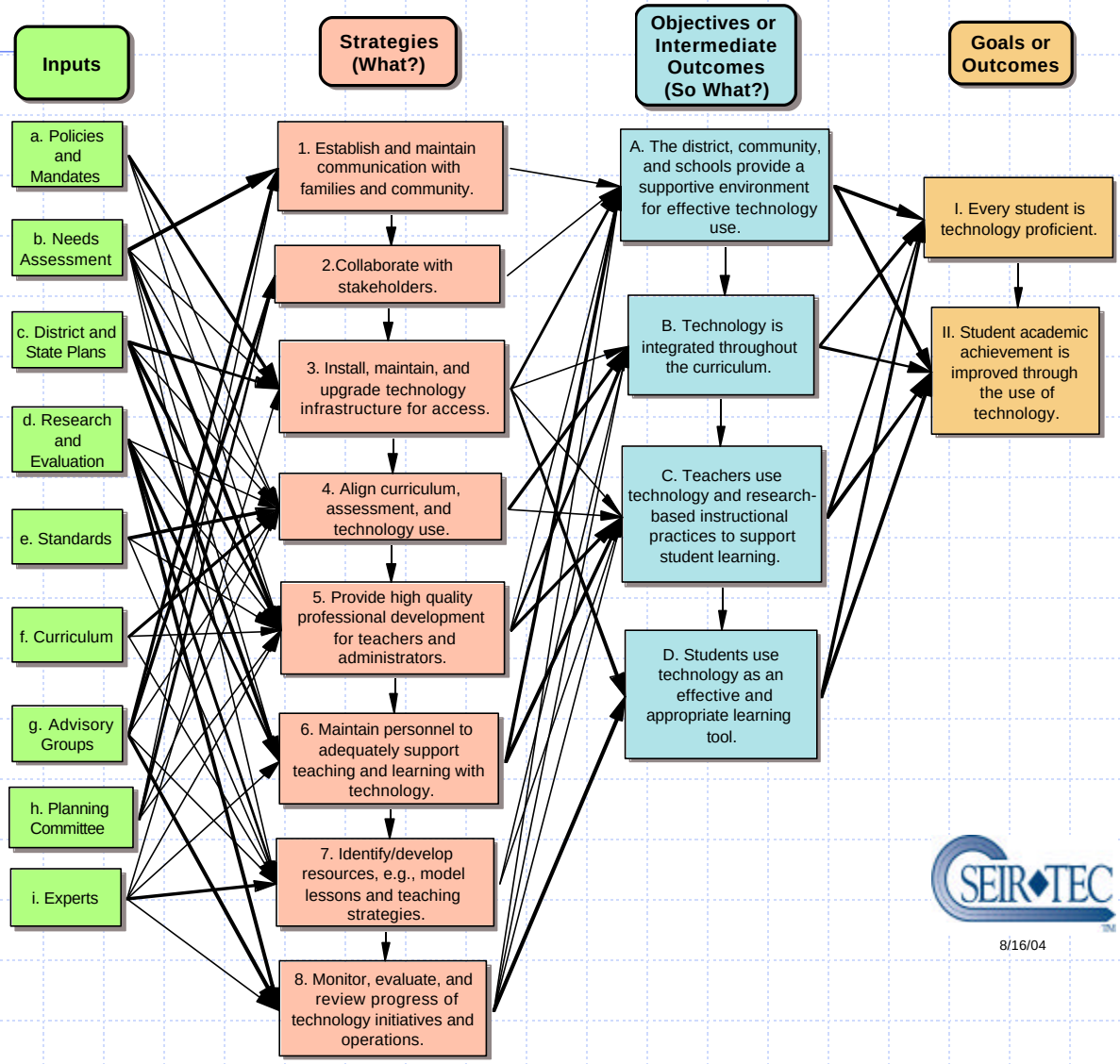
Inputs...

- Are the contexts or conditions that influence project actions and strategies.
- Must be considered when planning project activities.
- Are important for project planning but since they are often beyond the control of the project, they are less crucial for project evaluation

What is a logic map?

A logic map is a graphic representation of the relationships among the key elements of a project (goals, objectives, strategies, and inputs).

Logic Map
for a District Technology Program



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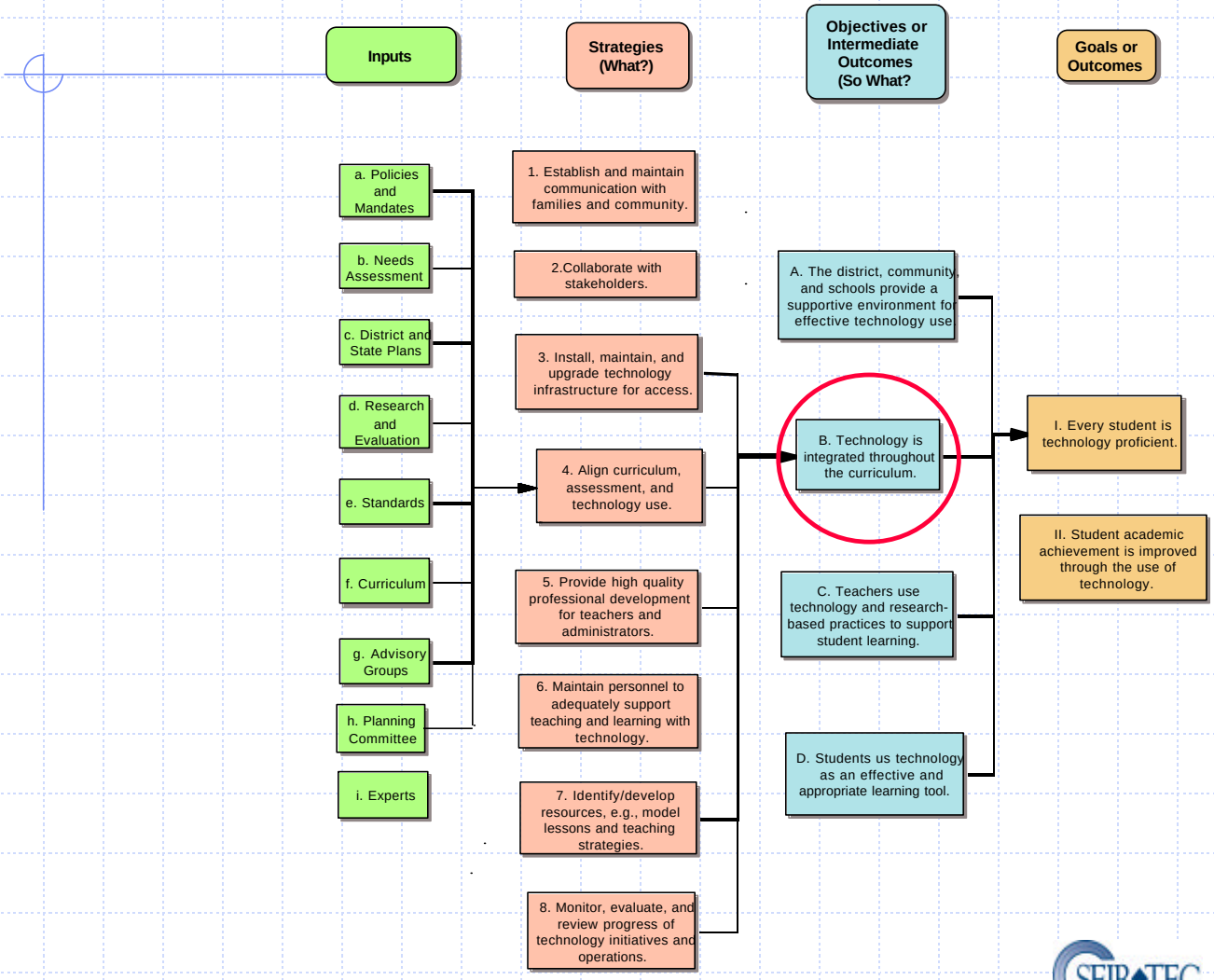
Logic Maps

Flow of Logic for One Objective



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Elements of An Evaluation Plan

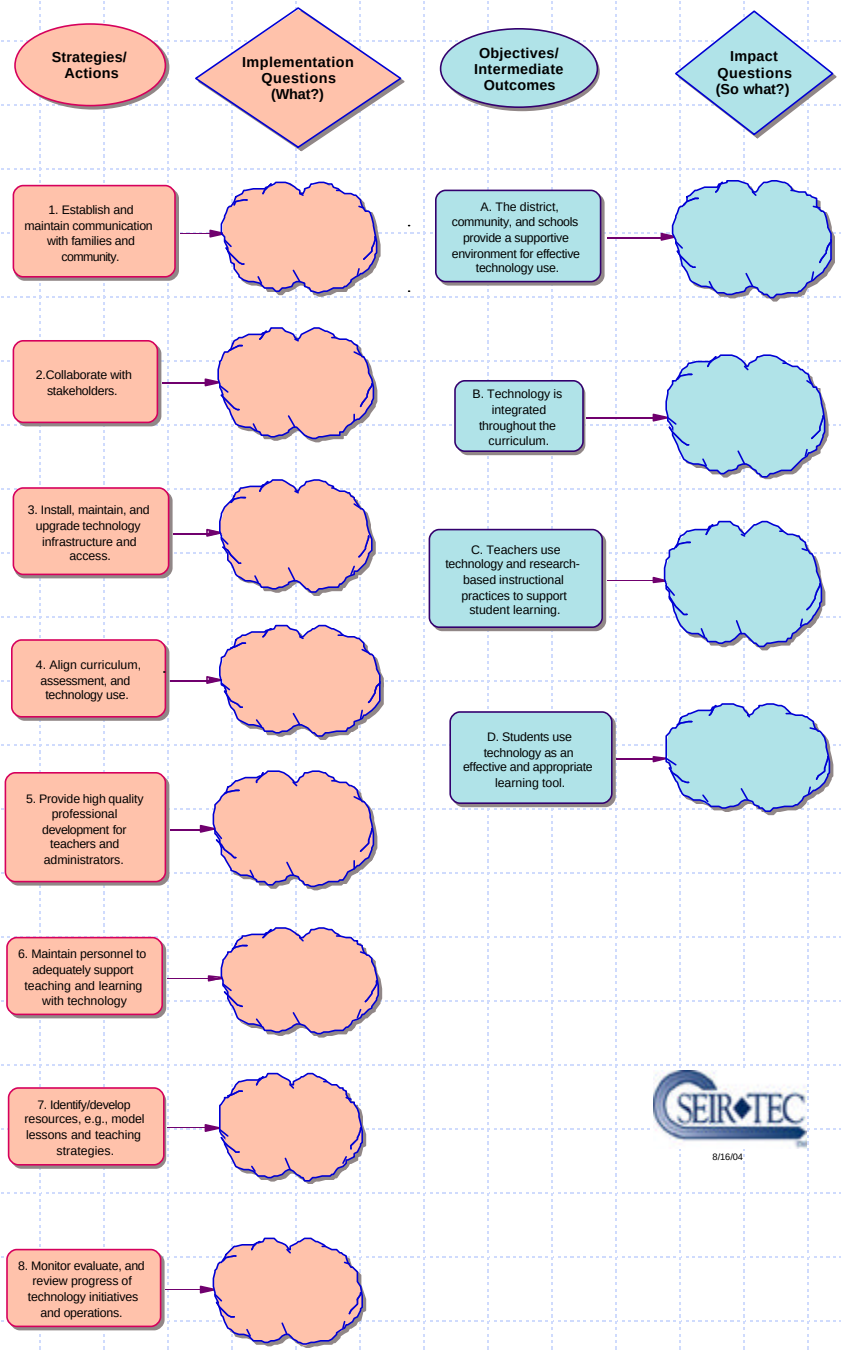
- Logic Map
- Evaluation Plan Details
  - Questions
  - Indicators
  - Methods/Measures
  - Benchmarks
  - Results
- Evaluation Management Plan

Evaluation Questions

What do you need to find out?

- Implementation questions ask “What?”
- Impact questions ask “So what?”

From Logic Map to Evaluation Questions



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Implementation Questions

- Is the project doing what it is supposed to be doing? Is the money being well spent?
- How well are the project strategies and activities being implemented?
- How good (useful, effective, well received) are products and services?

Impact Questions

- Is the project making a difference?
  - For students?
  - For teachers?
  - For the school and/or community?
- What are the outcomes of the project?

Evaluation Questions

- There should be at least one implementation question for each project strategy.
- There can also be implementation questions for project activities.
- There should be at least one impact question for each project objective.

Indicators...

- Show what success looks like, i.e., what will be different as a result of the project's activities.

Observation: be sure you provide enough indicators to be able to answer the evaluation questions.

Indicators for Professional Development, for example, could address...

- Implementation:
  - Participants' reactions to P.D.
  - Participants' learning
- Impact:
  - Organization support and change
  - Participants use new knowledge and skills
  - Student learning outcomes

Methods and Measures...

- Give you the tools and strategies for finding out how well the project is being implemented and the impact it is making on teaching and learning, e.g., surveys, questionnaires, classroom observations

Methods and Measures

- Interviews
- Observation protocol
- Focus groups
- Lesson plans (rubrics)
- Experiments
- Archives

Methods and Measures

- Questionnaires
- Surveys
- Tests
- Journals and anecdotal accounts
- Products of learning
  - Sample of work, tests, portfolios - rubrics
- Media: videotape, audiotape, photographs

Observations about methods and measures

It's a good idea to show your sources of data. For example, rather than listing "lesson plans" or "student portfolios," show how you're going to get data, such as from "peer review of lesson plans using a rubric" or "teacher and student review of student portfolio using rubrics."

Benchmarks...

- Are your targets.
- Define levels of success.
- Help you stop periodically to examine progress.

General Format for Benchmarks

General Format: How many of who (or what) is going to do (or be) what by when?

For Example: 70% of teachers will include technology in 2 lessons per month by mid-year.

Observation about benchmarks

- In many evaluation plans we've reviewed so far, the benchmarks aren't specific enough.
- Be sure to include intermediate checks throughout the year to gauge progress toward benchmarks.

Evaluation Findings

- Decisions are made about the success and impact of project actions and strategies.
- Decisions are made about the extent to which the project's goals and objectives are being met.
- Results are used to revise or maintain activities. They suggest answers to the question "Now what?"
- Results are shared with stakeholders.
- Evaluation products, e.g., reports, are developed and distributed.

Evaluation Planning Example - Objective (SEIR*TEC)

Objective: **B. Technology is integrated throughout the curriculum.**				
Impact Questions (So What?)	**Indicators**	**Methods/Measures/ Data Sources**	**Benchmarks**	**Use of Evaluation Findings**
What difference does it make?	***What does success look like?***	***How will you find out?***	***What are your intermediate targets?***	***What do you do with the results?***
What impact does the integration of technology throughout the curriculum have on student learning?	Teachers select technology appropriate for curriculum area. The quality of student products is improved. Student achievement is improved.	Rubrics for scoring student products Teacher-made tests Nine-week classroom assessment data Observations Teacher reflections Teacher surveys	X% of students score satisfactory or above on product rubrics by mid-year; X% of student score satisfactory or above on product rubrics by the end of the year. Each nine-weeks, X% students whose grades can improve, do improve. X% of students who are not at or above grade level become at or above grade level.	Determine and address barriers to technology integration throughout the curriculum. Make informed decisions about instructional practices. Examine alignment of lesson plans to curriculum.

Evaluation Planning Example - Strategy (SEIR*TEC)

Strategy: **4. Align curriculum, assessment, and technology use.**

Activities:

- Teachers participate in staff development on locating, creating and using lesson plans that integrate technology with the curriculum.
- Teachers review curriculum lesson plans to ensure that technology is integrated into core content areas, e.g., math, science, language arts, and social studies.
- School develops a compendium of technology-integrated lessons teachers have found/created that work.

Implementation Questions (What?)	Indicators	Methods/Measures/ Data Sources	Benchmarks	Use of Evaluation Findings
What do you need to find out?	***What does success look like?***	***How will you find out?***	***What are your intermediate targets?***	***What do you do with the results?***
To what extent is technology integrated throughout the curriculum?	Teachers are using online lesson plans that integrate technology. Teachers develop their own lesson plans using technology. Technology is integrated into core content area curriculum. Technology is used as a tool for…	Lesson peer review Student assessments Focus group of teachers across grade levels Student portfolios Rubric for lesson plans	By mid-school year, all teachers implement at least 4 technology-infused lesson plans per month; by the end of the year, all teachers implement at least one technology-infused lesson plan per week. By the end of the year, 90% of teachers show mastery (4-5) of technology enhanced lesson planning on a…	Use results to inform what aspects of staff development are working and which need attention. Make decisions regarding next steps for staff development. Re-examine lesson plan development process and format. Determine and address barriers to the implementation of technology…

Objective: Technology is integrated throughout the curriculum.				
Questions	**Indicators**	**Methods/Measures**	**Benchmarks**	**Evaluation Findings**
What do you need to find out?	***What does success look like?***	***How will you find out?***	***What are your targets?***	***What do you do with the results?***
Does integration of technology throughout the curriculum enhance student learning?	The quality of student products is improved. Student achievement is improved.	Rubrics for scoring student products Standardized tests Teacher-made tests	Establish baselines. Review of student products shows improvement from baseline. Scores on teacher-made tests improve 5% during the first year. 10% or more students score at "proficient" or above initial baseline data.	Examine curriculum & lesson plans. Determine if there are barriers to the implementation process. Use results to inform staff development planning.

Objective: B. Technology is integrated throughout the curriculum.				
Impact Questions (So What?)	**Indicators**	**Methods/Measures/ Data Sources**	**Benchmarks**	**Use of Evaluation Findings**
What difference does it make?	***What does success look like?***	***How will you find out?***	***What are your intermediate targets?***	***What do you do with the results?***
What impact does the integration of technology throughout the curriculum have on student learning?	Teachers select technology appropriate for curriculum area. The quality of student products is improved. Student achievement is improved.	Rubrics for scoring student products Teacher-made tests Nine-week classroom assessment data Observations Teacher reflections Teacher surveys	X% of students score satisfactory or above on product rubrics by mid-year; X% of student score satisfactory or above on product rubrics by the end of the year. Each nine-weeks, X% students whose grades can improve, do improve. X% of students who are not at or above grade level become at or above grade level.	Determine and address barriers to technology integration throughout the curriculum. Make informed decisions about instructional practices. Examine alignment of lesson plans to curriculum.

*Objective:*Technology is integrated throughout the curriculum.

Impact Question	*Indicators*
Does integration of technology throughout the curriculum enhance student learning?	•The quality of student products is improved. •Student achievement is improved.
What impact does the integration of technology throughout the curriculum have on student learning?	•Teachers select technology appropriate for curriculum areas. •The quality of student products is improved. •Student achievement is improved.

*Objective:*Technology is integrated throughout the curriculum.

Impact Question	*Methods/Measures*
Does integration of technology throughout the curriculum enhance student learning?	•Rubrics for scoring student products. •Standardized tests. •Teacher-made tests.
What impact does the integration of technology throughout the curriculum have on student learning?	•Rubrics for scoring student products. •Teacher-made tests. •Nine-week classroom assessment data. •Observations. •Teacher reflections. •Teacher surveys.

*Objective:*Technology is integrated throughout the curriculum.

Impact Question	*Benchmarks*
Does integration of technology throughout the curriculum enhance student learning?	•X% or more students score at “proficient” or above initial baseline data.
What impact does the integration of technology throughout the curriculum have on student learning?	•X% of students who are not at or above grade level become at or above grade level.

Objective: Technology is integrated throughout the curriculum.

Impact Question	*Evaluation Findings*
Does integration of technology throughout the curriculum enhance student learning?	•Determine if there are barriers to the implementation process.
What impact does the integration of technology throughout the curriculum have on student learning?	•Determine and address barriers to technology integration throughout the curriculum.

Activity: **Align curriculum, assessment, and technology use.**				
Questions	**Indicators**	**Methods/Measures**	**Benchmarks**	**Evaluation Findings**
What do you need to find out?	***What does success look like?***	***How will you find out?***	***What are your targets?***	***What do you do with the results?***
Is technology integrated throughout the curriculum?	Teachers are using online lesson plans that integrate technology. Teachers develop own lesson plans using technology. Students use technology for learning state/local curriculum.	Lesson peer review Rubric for lesson plans Student assessments	Teachers implement at least two technology-infused lesson plans per month by mid school year. Teachers implement at least one technology-infused lesson plan per week by the end of the school year. On a 5-point rubric, teachers show mastery (4-5) of technology enhanced lesson planning.	Use results to inform staff development planning. Re-examine lesson plan development process & format. Determine if there are barriers to implementation of lessons.

Strategy: **4. Align curriculum, assessment, and technology use.** **Activities:** o Teachers participate in staff development on locating, creating and using lesson plans that integrate technology with the curriculum. o Teachers review curriculum lesson plans to ensure that technology is integrated into core content areas, e.g., math, science, language arts, and social studies. o School develops a compendium of technology-integrated lessons teachers have found/created that work.				
Implementation Questions (What?)	**Indicators**	**Methods/Measures/ Data Sources**	**Benchmarks**	**Use of Evaluation Findings**
What do you need to find out?	***What does success look like?***	***How will you find out?***	***What are your intermediate targets?***	***What do you do with the results?***
To what extent is technology integrated throughout the curriculum?	Teachers are using online lesson plans that integrate technology. Teachers develop their own lesson plans using technology. Technology is integrated into core content area curriculum. Technology is used as a tool for managing classroom assessment data to make informed instructional decisions.	Lesson peer review Student assessments Focus group of teachers across grade levels Student portfolios Rubric for lesson plans	By mid-school year, all teachers implement at least 4 technology-infused lesson plans per month; by the end of the year, all teachers implement at least one technology-infused lesson plan per week. By the end of the year, 90% of teachers show mastery (4-5) of technology enhanced lesson planning on a 5-point rubric.	Use results to inform what aspects of staff development are working and which need attention. Make decisions regarding next steps for staff development. Re-examine lesson plan development process and format. Determine and address barriers to the implementation of technology-enhanced lessons. Synthesize and share results with the staff and stakeholders.

Strategy: Align curriculum, assessment, and technology use.

Implementation Question	*Indicators*
Is technology integrated throughout the curriculum?	•Teachers are using online lesson plans that integrate technology. •Teachers develop own lesson plans using technology. •Students use technology for learning state/local curriculum.
To what extent is technology integrated throughout the curriculum?	•Teachers are using online lesson plans that integrate technology. •Teachers develop their own lesson plans using technology. •Technology is integrated into core content area curriculum. •Technology is used as a tool for managing classroom assessment data to make informed instructional decisions. •Technology is used as a teaching and learning tool in lessons whenever appropriate.

Strategy: Align curriculum, assessment, and technology use.

Implementation Question	*Methods/Measures*
Is technology integrated throughout the curriculum?	•Lesson peer review. •Rubric for lesson plans. •Student assessments.
To what extent is technology integrated throughout the curriculum?	•Lesson peer reviews. •Rubric for lesson plans. •Student assessments. •Focus group of teachers across grade levels.

Strategy: Align curriculum, assessment, and technology use.

Implementation Question	*Benchmarks*
Is technology integrated throughout the curriculum?	•Teachers implement at least two technology-infused lesson plans per month by midi year. •Teachers implement at least one technology-infused lesson plan per week by the end of the school year.
To what extent is technology integrated throughout the curriculum?	•By mid-school year, all teachers implement at least 4 technology-infused lesson plans per month: by the end of the year, all teachers implement at least one technology-infused lesson plan per week.

Strategy: Align curriculum, assessment, and technology use.

Implementation Question	*Evaluation Findings*
Is technology integrated throughout the curriculum?	•Use results to inform staff development planning.
To what extent is technology integrated throughout the curriculum?	•Use results to inform what aspects of staff development are working and which need attention. •Make decisions regarding next steps for staff development.

Evaluation Planning Example – Management Plan (SEIR*TEC)

Evaluation Activities	Timeframe	Person Responsible	Resource(s)
What evaluation activities will occur?	***When will the evaluation activity occur?***	***Who will be responsible for ensuring the activity occurs?***	***What resources do you need to do the evaluation?***
Evaluation Team Meetings	Monthly	Project Coordinator	◆Meeting space and resources for monthly committee meeting ◆Web-based document sharing tool, e.g., WebEx ◆State and local curriculum ◆System to collect electronic lesson plans ◆Database software, e.g., Microsoft Access, FileMakerPro ◆Rubric for assessing lessons ◆Classroom observation instrument ◆Data collection hardware, e.g., PDAs, laptops, scanner ◆Web-based survey software, e.g., ReMark
Collect baseline data	July	Project Coordinator	
Develop rubrics for lesson plan review	July	Curriculum Specialist	
Identify needs assessments and surveys	July	Project Coordinator	
Pilot instruments	August	Project Coordinator	
Provide training on classroom observation	August	Technology Facilitator	
Develop focus group protocol and questions	August	Project Coordinator	
Collect interim data		Project Coordinator	
▪Needs assessments	September		
▪Surveys	September		
▪Classroom observations	October		
▪Focus Groups	October		
▪Nine-week Grades	Quarterly		

Evaluation Activities

- What are the project's major evaluation activities?
- Be sure that the evaluation activities provide sufficient information for answering the project's evaluation questions.

Timeframes

- When will each major activity be carried out?
- What are potential barriers to conducting activities on time?
- How will you address possible slippages in the schedule?

Person Responsible

- Who is responsible for leading each major activity?
- Who will carry out each major activity?

Resources for the Evaluation

- What resources will be needed in order to carry out each activity, e.g., trainers, computer lab, internet access?

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