

2016-17 School Year

Timeline for Completing the Program Evaluation Tool & Revising Improvement Plans

October-November

- Study the Program Evaluation Tool with colleagues
- Select **ONE** program/strategy/initiative
- Develop process to collect evidence
- Develop process to analyze/evaluate evidence (what does it say?)
- Start the Program Evaluation Diagnostic in Assist (label 2014 June Program Evaluation) and download PDF
- Complete page one of the diagnostic

November-February

- Monitor: Collect evidence of adult implementation of the program/strategy/initiative*
 - Are strategies and activities being implemented as intended?
 - Are we collecting and using data to modify and adjust ongoing implementation?
- Evaluate: Evidence of adult impact on student achievement*
 - Was the program/strategy/initiative implemented as intended?
 - Did we implement the program/strategy/initiative correctly and consistently?
 - Did we give program/strategy/initiative enough time and resources?
- Monitor: Collect evidence of the program/strategy/initiative on student achievement*
 - Is what we are doing working?
 - Are we showing evidence of student growth? What evidence and what does it say?
 - Baseline, formative and summative assessments
 - What interim adjustments are suggested by the data?
 - How might these adjustments affect the integrity of the results?
- Evaluate: Evidence of the program/strategy/initiative on student achievement*
 - Did our program/strategy/initiative result in increased student achievement
 - What unintended consequences (good or bad) have occurred?
 - Should the program/strategy/initiative be continued? Discontinued? Modified?

February-March

- Continue to Monitor: Collect evidence of adult implementation of the program/strategy/initiative
- Continue to Monitor: Collect evidence of the program/strategy/initiative on student achievement
- Continue to Evaluate: Evidence of adult impact on student achievement
- Continue to Evaluate: Evidence of the program/strategy/initiative on student achievement
- Begin to complete the Readiness, Knowledge and Skills, and Opportunity sections as you engage in this work

March-May

- Use formative, interim, and summative assessment data, including the 4 data points: perception, program/process, student achievement, and demographic to:
 - analyze improvements against improvement plan objectives
 - fidelity of adult implementation
 - expenditures
 - revise improvement plan
- Complete the Implementation with Fidelity Section once your analysis is completed
- Continue to Evaluate: Evidence of adult impact on student achievement
- Continue to Evaluate: Evidence of the program/strategy/initiative on student achievement

May-June

- Revise the improvement plan
 - Include program/strategy/initiative as a strategy
 - Include program/strategy/initiative implementation, monitoring, and evaluating actions at the activity level
- Revise additional diagnostics as appropriate
 - Executive Summary
 - Professional Learning Plans
 - Data Analysis Profile
- Complete any remaining sections of the Program Evaluation Diagnostic
- Submit Program Evaluation Tool in ASSIST before June 30, 2015
- Submit Improvement Plan to district for district review and revisions
- Ensure improvement plan is submitted before September 1, 2015