

# EVALUATIONS THAT MAKE A DIFFERENCE

NOVEMBER  
2019



## EVALUATION TRAINING WORKSHOP

### WINSTEP SEPA FALL WORKSHOPS AND RETREAT

Welcome to the WInSTEP SEPA 2019-2020 Program! We look forward to working with you over the coming year and appreciate your cooperation with the program evaluation.

This workshop offers some background on the evaluation and offers you an opportunity to contribute to its development.

Thank you for all your cooperation!

#### WORKSHOP OVERVIEW

1. Introduction and Workshop Goals
2. A Quick Overview of Evaluation
3. Guiding Principles
4. The WInSTEP SEPA Evaluation
5. Evaluation Components and Timeline
6. WInSTEP SEPA Evaluation Products
7. Closing Discussion
8. Completion of WInSTEP SEPA Workshop Evaluation Survey

Barbara Goldberg & Associates, LLC  
CONSULTANTS





## WORKSHOP GOALS

- To expand understanding of the power and potential of program evaluation.
- To help administrators and teachers ensure that the WInSTEP SEPA program evaluation is meaningful and that it is useful in identifying program outcomes, accomplishments and challenges.
- To ensure that the voices of participating teachers are heard as the evaluation is planned and implemented; to incorporate the ideas of teachers in the evaluation process.
- To listen carefully to what teachers are saying regarding their assessment of the program and to provide multiple opportunities for them to discuss that throughout the year.
- To identify practical, straightforward strategies for strengthening the WInSTEP SEPA evaluation.
- To discuss ways that we can all disseminate information about the program model and evaluation results.

## A QUICK OVERVIEW OF EVALUATION

### *The Importance of Evaluation...*

- Evaluation is very important to programs, especially as resources get scarcer and scarcer. The resources are too valuable and the need too great to make investments on the basis of inadequate information.
- Evaluations are not just exercises in collecting numbers and other information. An evaluation is an essential part of effective decision making, whether it be strategic planning or the decision making of daily organizational life.
- When evaluation is part of a school or an organization's ongoing life, learning is valued because it provides the information necessary for continuous improvement.

*What we really want to know from evaluation is what has changed in people's lives as a result of a program's efforts:*

*How is the WInSTEP SEPA program making a difference for the teachers and youth who participate?*

Sometimes in the past, programs have been so involved in demonstrating the volume of services that there has been too little emphasis on what difference the program has made in people's lives.

## THE WInSTEP SEPA EVALUATION

This evaluation utilizes a **mixed-method evaluation design** that includes both quantitative and qualitative methods of gathering data. It is designed to meet both the formative and summative evaluation needs of administrators, teachers and other stakeholders involved with the program and to set the stage for further evaluation during future phases.

During the first year, the emphasis of the evaluation was formative; increasingly, starting in the second year, the emphasis is on outcomes.

Over the long term, the rationale for data collection is to fully document the extent to which the WInSTEP SEPA program:

- Increases the ability of participating pre-service teachers to understand and utilize new inquiry-based science modules and curriculum;
- Enhances students' success in inquiry-based learning related to life and environmental health science research, and
- Has sustained institutional impact on participating schools, as reflected in expanded inquiry-based science, greater enrollment in higher-level science courses, and other documented changes.

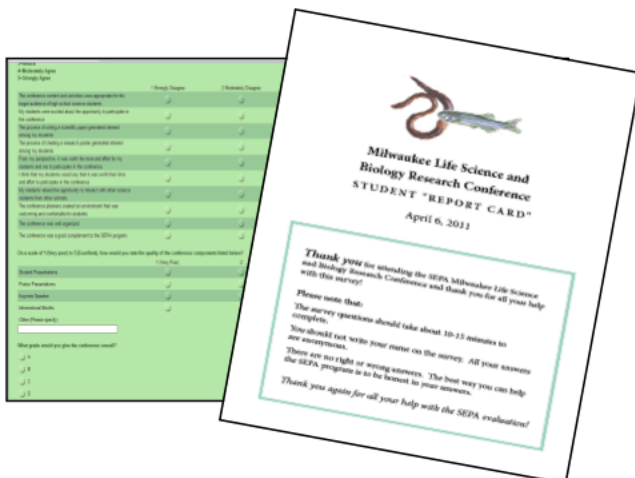




## THE WINSTEP SEPA EVALUATION (CONTINUED)

The evaluation design includes a variety of methodologies and procedures. Sources of data include:

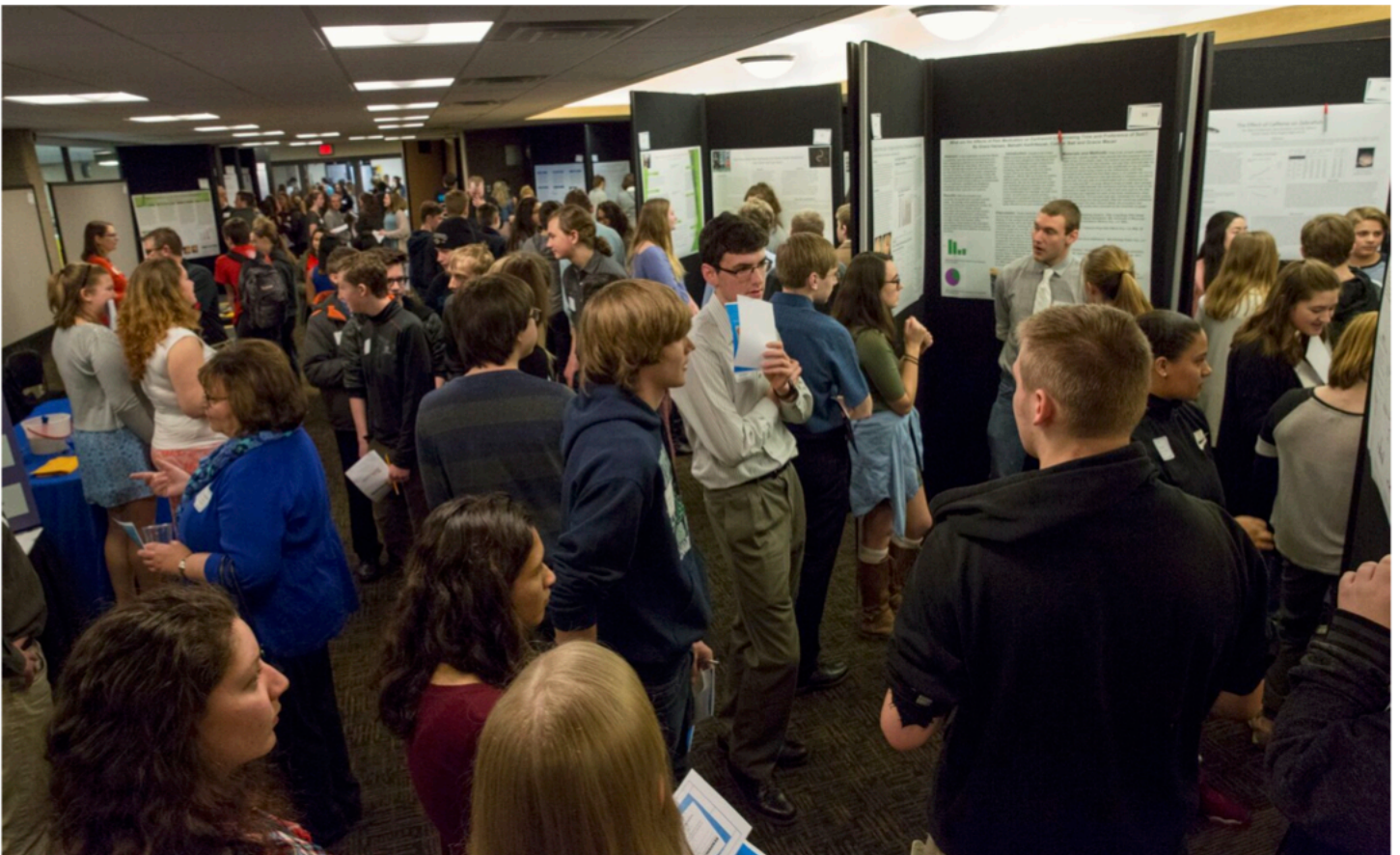
1. Program records, materials, statistics and reports. The project staff maintains records about the program's implementation. These records include information gained from ongoing contacts with teachers regarding the status of the module's presentation in the classroom.
2. Workshop and module curriculum materials.
3. Workshop and Fall Retreat evaluation forms.
4. Spring research conference teacher and student evaluation results.



5. Module follow-up surveys – master teachers and early career teachers are contacted in spring and asked to complete an online survey designed to learn about the module's use in their classroom.
6. Module follow-up surveys – pre-service teachers are contacted in spring and asked to complete an online survey designed to learn about their observations of the module's use in classrooms.
7. Student pre- and post-surveys. Students are asked to complete a pre-test survey one week prior to introducing the WINSTEP SEPA module in their classroom and a post-test survey within a week of their completion of the module.
8. Early career follow-up surveys.
9. Focus group among selected pre-service and early career teachers.
10. Observations, informal reports and anecdotal materials.

## GUIDING PRINCIPLES

- A combination of **qualitative and quantitative** analyses is an essential component of an evaluation of any program, but particularly those in which the quality of interpersonal interaction plays an important role.
- It is critical that the **evaluation not drive the program** and that the evaluation design not be too burdensome to teachers and program staff.
- To be of value to stakeholders, the evaluation must also describe the **school system and community context** in which the project has taken place.
- Evaluation should occur in a **climate of trust** that is risk free, where people can examine how something succeeded or failed without fear of negative consequences.
- Evaluation must be **built into service delivery and program design**, providing feedback to the program in a timely manner so that maximum use is made of evaluation results.
- A key aspect of the evaluation design is **teacher training in evaluation**. The training should be designed to offer teachers an opportunity to review and offer advice regarding tools and to learn and most effectively use evaluation results.



## WINSTEP SEPA EVALUATION COMPONENTS AND TIMELINE 2019-2020

Please review these evaluation components carefully. A comprehensive evaluation is required by the SEPA grant funder and your assistance with the evaluation process is greatly appreciated. Barbara Goldberg & Associates, LLC is responsible for the program's evaluation. Feel free to contact either Barbara Goldberg or Rekha Shukla with questions about the evaluation at any time. *Contact information is provided on the back page.*

### PRE-SERVICE TEACHER EVALUATION TOOLS

Evaluation Component	Format	Steps and Timing	Date Completed
1. Fall Workshops and Retreat Survey	Hard copies	To be completed at close of Fall Retreat	November 16, 2019
2. Student Research Conference Survey (Attending teachers only)	Online survey	Within <b>10 days</b> of receiving the link (which will be emailed to you within 48 hours after the conference), complete the online survey about the conference.	April (post conference)
3. Module Follow-Up Survey	Online survey	Within <b>10 days</b> of receiving the link (which will be emailed to you in late April or early May), complete the online survey.	Spring 2020
4. Focus Group (Randomly selected Pre-service and Early Career Teachers)	Group Discussion	Group facilitated discussion with program evaluator.	As scheduled

### EARLY CAREER TEACHER EVALUATION TOOLS

Evaluation Component	Format	Steps and Timing	Date Completed
1. Fall Retreat Survey	Hard copies	To be completed at close of Fall Retreat	November 16, 2019
2. Student Research Conference Survey (Attending teachers only)	Online survey	Within <b>10 days</b> of receiving the link (which will be emailed to you within 48 hours after the conference), complete the online survey about the conference.	April (post conference)
3. Module Follow-Up Survey	Online survey	Within <b>10 days</b> of receiving the link (which will be emailed to you in late April or early May), complete the online survey.	Spring 2020
4. Focus Group (Randomly selected Pre-service and Early Career Teachers)	Group Discussion	Group facilitated discussion with program evaluator.	As scheduled
5. Early Career Follow-up Surveys	Online survey	Within <b>10 days</b> of receiving the link (which will be emailed to you in late April or early May), complete the online survey.	Annually each spring following completion of MACSTEP program

## WINSTEP SEPA EVALUATION COMPONENTS AND TIMELINE 2018-2019 (CONTINUED)

### MASTER TEACHER EVALUATION TOOLS

Evaluation Component	Format	Steps and Timing	Date Completed
1. Fall Retreat Survey	Hard copies	To be completed at close of Fall Retreat	November 16, 2019
2. Student Research Conference Survey	Online survey	Within <b>10 days</b> of receiving the link (which will be emailed to you within 48 hours after the conference), complete the online survey about the conference.	April (post conference)
3. Module Follow-Up Survey	Online survey	Within <b>10 days</b> of receiving the link (which will be emailed to you in late April or early May), complete the online survey.	Spring 2020

### STUDENT EVALUATION TOOLS (SELECTED MASTER TEACHERS ONLY)

Evaluation Component	Format	Steps and Timing	Date Completed
1. Module Pre-Test	Online Surveys	Master teachers have their students complete the within <b>1 week</b> before beginning the module.	Before presenting the modules
2. Module Post-Test/Satisfaction Survey	Online Surveys	Master teachers have students complete the tool within <b>1 week</b> after completing the module.	After module completion
3. Student Research Conference Survey	Hard Copies or Online Surveys	Ensure that every one of your students attending the conference completes the survey that will be distributed and collected at the event.	April (at the conference)



## QUESTIONS?

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## CLOSING DISCUSSION

The evaluation workshop is a chance for program evaluators to hear your thoughts, ideas, concerns, and hopes for the WInSTEP SEPA program.

...Thank you for your participation and your feedback!