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Center

GUIDANCE FOR THE ISBE 21ST CCLC ANNUAL STATEWIDE EVALUATION SURVEY

May 16, 2023

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Today's agenda



- ① Overview of the statewide evaluation survey
- ② Teacher survey tips and strategies
- ③ Looking ahead to annual evaluation reports

Statewide Evaluation: Grantee requirements

- ✓ Submit APR data and student roster information to the IIRC system
- ✓ Administer a teacher survey that includes APR items for **all students in grades 1-5**
- ✓ Submit an annual survey for each grant, including teacher survey data due June 30, 2023
- ✓ Submit an annual local evaluation report **for each grant.**
 - ✓ **Due June 30, 2023 for Cohort FY19**
 - ✓ **Due November 30, 2023 for all other grants**

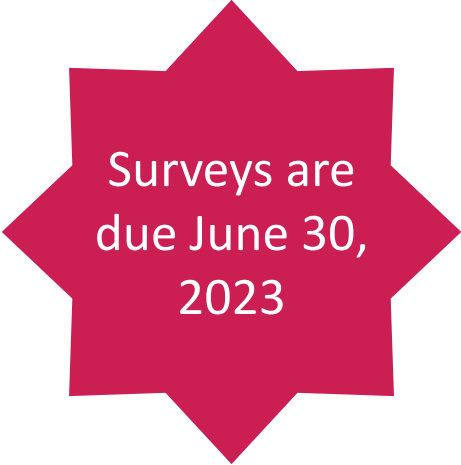


THE STATEWIDE EVALUATION SURVEY



What is the statewide evaluation survey?

The annual statewide evaluation survey collects information about grantee implementation during the past year.



Surveys are
due June 30,
2023

- ✓ Recruitment and retention
- ✓ Communication
- ✓ Programming and activities
- ✓ Transportation
- ✓ Sustainability
- ✓ Professional development
- ✓ Progress in implementation
- ✓ Challenges and barriers
- ✓ Site-specific information
- ✓ Teacher survey data

Who completes the survey

Every grant must complete an annual evaluation survey.

- Each grant will receive an individualized email with a survey link and login information.
- Organizations with multiple grants will receive (and complete) multiple surveys.
- Each grant survey includes *all of the sites* that are part of that grant.

The survey information is sent to the **Project Director**.

- The project director may ask others to contribute to the survey. A word document version of the survey is available for download on the first page of the survey.

Project Directors will receive an email invitation for each grant with a link and login information for the survey(s) by May 31st.

Tips for completing the survey

When you receive your survey link:

- Log in to **verify you can access** the survey.
- The survey welcome page includes links to a **Word document with the survey questions**, and **an FAQ document**.
- After you enter your initial information, the survey will provide **a list of the sites associated with the grant**. Check that this is correct. If not, contact us.
- The survey **does not need to be completed in one sitting**. If you leave the survey, you will come back to the same point the next time you log in.

What's different about the survey this year?



A recap of changes made last year

Removed questions about:

- Programming information included in the Illinois Data and Benchmarking Tool.
- Open-ended descriptions of program components
- Programming changes and challenges due to the COVID-19 Pandemic
- Funding changes

Added questions about:

- Supporting the health needs of students
- Attracting and retaining students
- Providing tutoring/homework help
- Serving Pre-K students
- Parents/families activities
- Summer programming

Submitting your completed survey

- ✓ Be sure to click the final submit button when you have finished the survey.
- ✓ You will have an opportunity to download a pdf version of the completed survey.
- ✓ You will receive an email confirmation that your survey was submitted.



TEACHER SURVEY TIPS

What is the teacher survey?

- Federal reporting requires school-day teachers to provide feedback on 21st CCLC participant improvements.
- Updated **GPRA reporting requirements** means that grantees are:
 - Expected to collect teacher surveys for **all elementary school students in grades 1 through 5.**
 - No longer required to collect teacher surveys for middle/high school students (though we encourage grants to do so).

What questions should the survey include?

- ISBE does not have a standard survey
- Grantees are encouraged to tailor the survey to meet their needs

GPRR Required Items:

- Homework completion
- Classroom participation
- Classroom behavior

Additional items that may be valuable to include might address:

- Motivation
- Attention
- Collaboration

To what extent has this student changed their behavior in the following areas?	Did not need to improve	Significant Decline	Decline	No Change	Improved	Significant Improvement
Completing homework on time						
Completing homework to your satisfaction						
Participating in class						
Attending class regularly						
Coming to school motivated to learn						
Being attentive in class						
Behaving well in class						
Getting along well with other students						

How do I submit teacher survey data through the statewide evaluation survey?

Teacher Survey Data – Step 1

Site-Specific Information
Site 1 of 1
Site Name: Test site
Grant Name: Josh Cox (19-1)

Please provide the following information for Test site:

Current GPR requirements include data from teachers about student changes for all students in grades 1 through 5. While data for students in grades 6 through 12 is not required, it can be informative and we encourage grantees to share these data if they have collected them.

Please indicate whether you administered the federal teacher survey at the end of the 2021-2022 school year for:

Elementary School Students
 Middle/High School Students

Please indicate whether you received completed teacher surveys at the end of the 2021-2022 school year for:

Elementary School Students
 Middle/High School Students

0% **Survey Completion** 100%

[Back](#) [Save and Continue](#)

Teacher data is submitted by site:

1. Did you administer the Teacher Survey to either/both grade groups?
2. If so, did you receive completed surveys back?

Teacher Survey Data – Step 2

Site-Specific Information
Site 1 of 1
Site Name: Test site
Grant Name: Josh Cox (19-1)

Please provide the following information for Test site:

How many teacher surveys were *distributed* for Elementary Students (grades 1 through 5)?

How many completed teacher surveys were *received* for Elementary Students (grades 1 through 5)?

How many teacher surveys were *distributed* for Middle/High School Students (grades 6 through 12)?

How many completed teacher surveys were *received* for Middle/High School Students (grades 6 through 12)?

1. How many Teacher Surveys did you send out?
2. How many completed Teacher surveys did you get back?

The number of distributed surveys should always be **greater than or equal** to the number of received surveys.

Teacher Survey Data – Step 3

How many teacher surveys were distributed for Elementary Students (grades 1 through 5)?

How many completed teacher surveys were received for Elementary Students (grades 1 through 5)?

Elementary Students (grades 1 through 5) - Please provide a summary of those surveys in the table below, by adding teacher survey responses together. Report the total of students that did not need to improve, improved, or declined for each behavior.

	Did not need to improve	Significant Improvement	Moderate Improvement	Slight Improvement	No Change	Slight Decline	Moderate Decline	Significant Decline	Total
Turning in his/her homework on time	24	40	10	0	2	2	0	0	78
Completing homework to the teacher's satisfaction	24	30	20	0	2	0	0	2	78
Participating in class	23	20	25	0	6	0	4	0	78
Volunteering (e.g. for extra credit or more responsibilities)	21	31	20	0	0	6	0	0	78
Attending class regularly	24	28	25	0	0	0	1	0	78
Being attentive in class	23	26	18	0	0	3	0	0	76
Behaving well in class	24	35	17	0	0	1	0	0	77
Academic performance	22	20	20	0	4	4	3	2	75
Coming to school motivated to learn	20	18	32	0	3	0	4	0	77
Getting along well with other students	18	32	24	0	0	1	3	0	78

Provide the total number of responses for each rating, for each item (i.e., the totally number of students that teachers indicated “Significant improvement” for “Turning in homework on time.”)

If you did not use the same scale, enter data into the appropriate columns using your judgement

The total number of responses in each row should be approximately the number of teacher surveys that were received.

You may not have the same total for every item.

Using the teacher survey and other end of year data beyond GPRA requirements

In the flurry of end-of school year activities, it can be hard to prioritize a data inquiry session. **But it can be valuable to make time!**

- It's an opportunity to celebrate accomplishments together!
- Experiences, interactions, feelings about what everyone did are still fresh in mind.
- It's a good time to think about changes for summer programs and/or programs the next year, such as:
 - Staffing needs
 - Activity and program areas
 - Additional data collection



ANNUAL LOCAL EVALUATION REPORTS

FY23 Local Evaluation Reports

There are two templates:

1. FY2023 Template for Local Evaluation – **Cohort FY19**
DUE June 30th
2. FY2023 Template for Local Evaluation – **Cohort FY15, FY21, FY22, FY23**
DUE November 30th

Available on ISBE's website:

<https://www.isbe.net/Pages/21CCLC-LE.aspx>

- Local Evaluation Report templates have stayed the same, with the exception of removing some demographic reporting.*
- Remember, the template provides the minimum basic requirements you should report. Please include any other evaluation findings you have about your program.

* Removed because these data are reported through the Data Warehouse system and we are trying to simplify things for you!



Elements of High-Quality Evaluation Reports

- ✔ Share any changes to program goals, sites, or operations, and major changes to programming
- ✔ Describe the evaluation plan, including a logic model and data collection methods/sources
- ✔ Describe parent/family programming and engagement strategies, with participation data
- ✔ Report on how recommendations from the previous year were addressed
- ✔ Describe recommendations for program improvement based on reported data

Recap: Next steps

- ▶ When you receive the survey link, log in!
 - Make sure you can get in
 - Check that the correct sites are listed
 - Download a word version if that is helpful
- ▶ Contact the evaluation team if:
 - You do not receive an invitation email for each of your grants by June 1st.
 - You have questions when you are completing the survey.
- ▶ **Submit a completed survey for each of your grants by June 30th**

Cohort 2019 should also submit their final Local Evaluation Report by June 30th

QUESTIONS?

Contact the evaluation team with questions and suggestions:

21stCCLC.Evaluation@edc.org

