



Program Evaluation

Seiter Education Service Center

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Program Evaluation Tool

Introduction

Evaluation of strategies, programs, and initiatives to accelerate achievement and close achievement gaps is a key step in the continuous school improvement process. In addition, all federal programs (Title I Part A, C, and D; Title II, and Title III) require annual evaluation, especially when federal and/or state funds are used to support such efforts. More importantly, evaluation represents good practice and will likely improve outcomes. The Program Evaluation Tool can be used both during implementation to make mid-course corrections as well as following implementation to identify why results turned out as they did and how to improve implementation that will lead to increased student achievement.

Strategy/ Program/ Initiative Description

What is the name of the strategy/ program/ initiative being evaluated?

Project SEARCH is a nationally acclaimed program for post-secondary students with disabilities.

Provide a detailed description of the strategy/ program/ initiative being evaluated.

Project SEARCH serves post-secondary adults with disabilities. This program services between two and six students each school year who are desiring to increase their employ ability skills through an integrated employment setting (Spectrum Health United Memorial Hospital) with the outcome being competitive employment in their job of choice.

Project SEARCH implementation is overseen by the Montcalm County Project SEARCH Steering Committee which started in August 2014 with a partnership between Montcalm Area Intermediate School District and Spectrum Health United Memorial Hospital. The participating agencies are: Montcalm Care Network, Michigan Rehabilitation Services, and Mid-Michigan Industries.

This program is a direct service delivered to students through the classroom teacher, a job coach (as necessary) and natural supports in the hospital environment. Students access this program daily, 2.5 hours of direction instruction and 4 hours in a work setting applying and expanding the skills they have been taught.

Individual participant progress is tracked and evaluated on the Project SEARCH Intern Growth Data Chart, supervisor rotation evaluations and department input surveys. Montcalm County Project SEARCH is evaluated on implementation of Project SEARCH fidelity components, program completion competitive employment outcomes.

What is the need being addressed by the strategy/ program/ initiative?

National statistics state that 65% of individuals with disabilities are not working where as 35% of non-disabled individuals are not working. Project SEARCH has identified the barriers to employment for post-secondary individuals with disabilities and seeks to overcome those barriers through job training, placement and classroom instruction.

What is the reason for selecting the strategy/ program/ initiative including intended results?

The team has identified a need in the area of employment for individuals with disabilities in Montcalm county and has set a goal where all individuals will reach 100% competitive employment after completion of the program.

Project SEARCH was selected because it is a program based on research and evidence and it was chosen to be used in Montcalm County due to the high unemployment rate in Montcalm county and high number of individuals with disabilities.

Cite the research supporting the strategy/ program/ initiative, including a brief summary of research findings and targeted population.

Rutkowski, S. (2006). Project SEARCH: A demand-side model of high school transition. *Journal of Vocational Rehabilitation*, 25, 85-96.

The PS-HST helps students with significant disabilities maximize their independence and achieve fulfilling employment. Students in the program gain real-life, hands-on work experience and learn important life and employability skills. In addition, by introducing young people with disabilities into a wide variety of departments throughout the workplace, the program brings about positive cultural changes within employer organizations. Employees are able to move beyond stereotypes and learn to see people with disabilities as unique individuals that can make real contributions

1) Readiness: What is the readiness for implementing the strategy/ program/ initiative?

IN AN IDEAL STRATEGY/ PROGRAM/ INITIATIVE, stakeholders are well-prepared to implement the program. They have read and can articulate the research foundation, and regularly use the terms in conversation with each other, students, and with parents. Staff, students and parents express a high level of interest in, support for and commitment to the program. Specific concerns have been identified and solutions have been planned/ implemented. Staff is able to seamlessly integrate the program within the context of other building/district initiatives.

Overall Rating: 3.0

Statement or Question:a) What is the evidence regarding stakeholder (staff/ students/ parents) understanding of the need as well as stakeholder ability to articulate the reason for the choice of the strategy/ program/ initiative?

Response:

- Meeting agendas/minutes
- Books/papers about the program
- Staff surveys
- Professional development materials
- Conference/workshop attendance
- Data collection plan; data analysis work
- Stakeholder survey results

What does the evidence show regarding stakeholder (staff/ students/ parents) understanding of the need as well as stakeholder ability to articulate the reason for the choice of the strategy /program/ initiative?

Community stakeholders are consulted and they provide input during monthly Montcalm County Project SEARCH steering committee meetings. Further stakeholder involvement will occur upon formation of the business advisory committee in Fall 2016.

Statement or Question:b) What is the evidence regarding stakeholders (staff/ students/ parents) having a shared vision and strong commitment to the strategy/ program/ initiative?

Response:

- Meeting agendas/minutes
- Books/papers about the program
- Conference/workshop attendance

Attendance at meetings and events

What does the evidence show regarding stakeholders (staff, parents, students) having a shared vision and strong commitment to the strategy/ program/ initiative?

Community stakeholders are consulted and they provide input during monthly Montcalm County Project SEARCH steering committee meetings. Further stakeholder involvement will occur upon formation of the business advisory committee in Fall 2016.

Statement or Question:c) What is the evidence regarding how stakeholder (staff, parents, students) concerns were identified and addressed?

Response:

- Meeting agendas/minutes
- Books/papers about the program
- Conference/workshop attendance

Meeting attendance

What is the evidence regarding how stakeholder (staff, parents, students) concerns were identified and addressed?

Community stakeholders are consulted and they provide input during monthly Montcalm County Project SEARCH steering committee meetings. Further stakeholder involvement will occur upon formation of the business advisory committee in Fall 2016.

Statement or Question:d) What is the evidence regarding the ability of staff and administrators to integrate the strategy/ program/ initiative with existing work?

Response:

- Meeting agendas/minutes
- Books/papers about the program
- Conference/workshop attendance

Attendance a monthly meetings

What does the evidence show regarding the ability of staff and administrators to integrate the strategy/ program/ initiative with existing work?

The data from the past two school years is not near our target goal however, we have seen a gradual increase in the ability of staff and administrators to integrate the program with their existing work. The team also recognizes that reaching our intended results, is an outcome that is reached through program longevity and staff consistency.

	Statement or Question	Response	Rating
	Given the evidence you've assembled, choose one overall self-assessment of the readiness for implementing the strategy/ program/ initiative.	Support and commitment were generally high, but some concern or work remains.	3

What action steps are needed to increase readiness to implement the strategy/ program/ initiative?

The Montcalm County Project SEARCH steering committee will need to continue to implement the fidelity components and follow the Project SEARCH Continuous Improvement Plan developed in December 2015.

2) Knowledge and Skills: Did staff and administrators have the knowledge and skills to implement the strategy/ program/ initiative?

IN AN IDEAL STRATEGY/ PROGRAM/ INITIATIVE, personnel are able to clearly articulate what successful implementation looks and sounds like and how specific practices will change as a result of its implementation. Staff and administrators can articulate specific outcomes and specific criteria for evaluation. Personnel can demonstrate their ability to apply the knowledge and skills required to successfully implement with fidelity, and professional learning opportunities are provided to address gaps in knowledge and skills.

Overall Rating: 3.0

Statement or Question:a) What is the evidence regarding staff and administrators' plan for how practice would change as a result of the strategy/ program/ initiative?

Response:

- Minutes of professional conversations
- Self-assessment checklists
- Superintendent or administrator observations/walkthroughs

What does the evidence show regarding staff and administrators' plan for how practice would change as a result of the strategy/ program/ initiative?

Based on our score on the fidelity components, it was determined that the following areas were not implemented with fidelity. The location of the program, the recruitment results, need for business internship opportunities and collaboration with community agencies were all identified as needs.

Statement or Question:b) What is the evidence regarding administrator knowledge of and ability to monitor and assess the effectiveness of the strategy/ program/ initiative?

Response:

- Minutes of professional conversations
- Self-assessment checklists
- Professional learning agendas, sign-in sheets

What does the evidence show regarding administrator knowledge of and ability to monitor and assess the effectiveness of the strategy/ program/ initiative?

The administrator could have benefited from attending a Project SEARCH 2 day training to better understand the program, fidelity components and intended outcomes.

Statement or Question:c) What is the evidence regarding the sufficiency of opportunities for staff to learn the knowledge and skills identified as essential (the non-negotiable or acceptable variations of the elements) to the strategy/ program/ initiative?

Response:

- Minutes of professional conversations

What does the evidence show regarding the sufficiency of opportunities for staff to learn the knowledge and skills identified as essential (the non-negotiable or acceptable variations of the elements) to the strategy/ program/ initiative?

The classroom teacher attend the national Project SEARCH conference in both the 2014-15 and 2015-16 school year. In addition, the national Project SEARCH Co-Director has come twice in the past two years to facilitate the writing of the Montcalm County Project SEARCH Continuous Improvement Plan.

Statement or Question:d) What is the evidence regarding staff ability to apply the acquired knowledge and skills?

Response:

- Minutes of professional conversations

Project SEARCH Continuous Improvement Plan

What does the evidence show regarding staff ability to apply the acquired knowledge and skills?

Based on employment evidence from 2014-15 and 2015-16 school years, the teacher was able to apply some acquired knowledge and skills.

	Statement or Question	Response	Rating
	Given the evidence you've assembled, choose one overall self-assessment of the participants' knowledge and skills to implement the strategy/ program/ initiative.	Much knowledge and skill were evident, but few skills (or some knowledge bases) still need work.	3

What action steps are needed to improve participants' knowledge and skills?

The teacher could have benefited from having access to a trained job coach to support students application of learned skills while in the program.

3) Opportunity: Was there opportunity for high quality implementation of the strategy/ program/ initiative?

IN AN IDEAL STRATEGY/ PROGRAM/ INITIATIVE, building and district administrators provide significant support for project implementation. Sufficient funds have been allocated and continue to be managed by building principal and or program director. Adequate resources are available for full implementation including time for staff collaboration in various forms. Clearly defined structures/protocols are in place to collect and review formative implementation data.

Overall Rating: 3.0

Statement or Question:a) What is the evidence regarding the sufficiency of administrative support to achieve the intended results?

Response:

- Agendas/minutes
- Action plans
- Email correspondence
- Budget sheets
- Logs, school schedules
- Curriculum pacing guides

What does the evidence show regarding the sufficiency of administrative support to achieve the intended results?

Two years ago, MAISD passed a special education millage to provide funds for specific programs. Transition programs were identified as a need by local district administrators and teachers.

Statement or Question:b) What is the evidence regarding the sufficiency of opportunities for on-going professional learning, including modeling and coaching?

Response:

- Agendas/minutes
- Action plans
- Email correspondence
- Budget sheets
- Logs, school schedules
- Curriculum pacing guides

What does the evidence show regarding the sufficiency of opportunities for on-going professional learning, including modeling and coaching?

The teacher and program staff could better implement the fidelity components of the program if they had access to an individual who was also trained in the program and could coach and model the components.

Statement or Question:c) What is the evidence regarding the sufficiency of resources - including financial, time and personnel - to achieve the intended results?

Response:

- Agendas/minutes
- Email correspondence
- Budget sheets
- Curriculum pacing guides

Project SEARCH fidelity components.

What does the evidence show regarding the sufficiency of resources - including financial, time, and personnel - to achieve the intended results?

The Montcalm Area Intermediate School District allocates sufficient funds to maintain the program.

Statement or Question:d) What is the evidence regarding the sufficiency of opportunities for staff collaboration to support implementation of the strategy/program/initiative?

Response:

- Budget sheets

What does the evidence show regarding the sufficiency of opportunities for staff collaboration to support implementation of the strategy/ program/ initiative?

The classroom staff, transition staff and administrators have the opportunity to collaborate in meeting such as: the Montcalm County Project SEARCH Steering Committee, transition staff meetings, outside agencies attendance at parent meetings and transition events, emails and phone calls.

Statement or Question:e) What is the evidence regarding structures being in place to collect and review implementation data?

Response:

- Agendas/minutes
- Email correspondence
- Staff meeting results

What does the evidence show regarding structures being in place to collect and review implementation data?

program completion. However, it was determined that a formal structure has not been developed to store or collect this data.

	Statement or Question	Response	Rating
	Given the evidence you've assembled, choose one overall self-assessment of the opportunity for high quality implementation.	Many necessary resources were aligned with program goals, but more are needed.	3

What action steps are needed to ensure opportunity for high quality implementation?

Additional training for staff and opportunities for the coaching and modeling for the teacher.

4) Implementation with Fidelity: Was the strategy/ program/ initiative being implemented as intended?

IN AN IDEAL STRATEGY/ PROGRAM/ INITIATIVE, all personnel involved in the program implement the strategies with fidelity according to the research, carrying out responsibilities by their proposed timelines. They use clearly defined protocols to collect and review formative implementation data to identify unintended consequences. Program leaders consider adjustments guided by implementation data while maintaining the integrity of results.

Overall Rating: 2.0

Statement or Question:a) What is the evidence regarding a process being in place to monitor fidelity of implementation of the non-negotiable or acceptable variations of the elements of the strategy/ program/ initiative, including timelines and responsibilities?

Response:

- Principal's walkthroughs
- Training agendas & material

Montcalm County Project SEARCH Continuous Improvement Plan.

What does the evidence show regarding the fidelity of implementation of the non-negotiable or acceptable variations of the elements of the strategy/ program/ initiative, including timelines and responsibilities?

The team is implements some of the fidelity components and has an action plan to ensure all components are implemented with fidelity.

Statement or Question:b) What is the evidence regarding positive or negative unintended consequences that may have occurred, if any?

Response:

- Principal's walkthroughs
- Record of funds used
- Collegial observations/visits
- Training agendas & material
- Program Time Line

Student Growth Data

Student Employment Outcomes

Social Acceptance

What does the evidence show regarding positive or negative unintended consequences that may have occurred, if any?

There were both positive and negative unintended consequences that were identified.

The positive consequences include:

Social acceptance of interns in the work setting.

Change in Culture at Spectrum Health United Memorial Hospital

Increased advocacy of students

Increased social connections with peers

Increased public awareness

The negative consequences include:

Increase skill and independence at school and in the community does not always lead to and increase at home

Difficulty getting buy-in from local businesses

Learned helplessness in students when we provide services that are traditionally available through community agencies

Statement or Question:c) What do implementation data and student achievement results suggest for implementing/modifying the strategy/ program/ initiative?

Response:

- Number of staff implementing with fidelity
- Agendas and minutes of common planning time/meetings
- Collegial observations/visits
- Training agendas & material

How might these affect the integrity of the results?

Increased parent and community agency participation is necessary to ensure results and skills learned are implement in the home and community.

	Statement or Question	Response	Rating
	Given the evidence you've assembled, choose one overall self-assessment of the fidelity of high quality implementation.	The overall design was in place, but variations in practice were evident and may be adversely affecting results.	2

What action steps are needed to ensure faithful implementation of program plans?

The team will need to continue to meet yearly, review the fidelity components and address items on the action plan.

Impact: What was the impact of the strategy/ program/ initiative on students?

IN AN IDEAL STRATEGY/ PROGRAM/ INITIATIVE, the school's achievement results on state or district wide assessments meet proficiency standards. Achievement gaps between each of the relevant subgroups and their counterparts have been narrowed as proposed in the School Improvement Plan's measurable objectives. Interim assessment results indicate progress toward proficiency for all students to the satisfaction of all stakeholders.

a) What is the evidence and what does it show regarding achievement of the measurable objective for all students when compared to baseline state and local data?

Our evidence shows that we are a new program and aren't yet obtaining intended employment results when compared with other national and local programs.

b) What is the evidence and what does it show regarding achievement of the measurable objective for subgroups and their counterparts when compared to baseline state and local data?

Our evidence continues to show that we are a new program and aren't yet obtaining intended employment results when compared with other national and local programs.

c) What is the evidence and what does it show regarding stakeholder (staff/ students/ parents) satisfaction with the results?

Evidence shows that we aren't yet obtaining intended employment results when compared with other national and local programs.

	Statement or Question	Response	Rating
	d) Were the objectives for this strategy/ program/ initiative met?	No	N/A

Impact Conclusion

Statement or Question:Should the strategy/ program/ initiative be continued or institutionalized?

Response:

- Yes

a) What is the evidence and what does it say regarding whether this was the right strategy/ program/ initiative to meet your needs?

The evidence from other Project SEARCH sites along with national data and research suggest Project SEARCH when implemented with fidelity will meet our needs.

b) What is the evidence and what does it say regarding whether the benefits of the strategy/ program/ initiative are sufficient to justify the resources it requires?

The national data suggests that the resources allocated to Project SEARCH are sufficient to meet program outcomes.

c) What adjustments, if any, might increase its impact while maintaining its integrity?

Continuing to review fidelity components, write action plans and implement action plans will increase it's impact.

d) What is needed to maintain momentum?

The team will need continue to receive training and technical assistance from the national program as well as business liaisons.

e) How might these results inform the School/District Improvement Plan?

Increased student employment will positively effect the goals, objectives and activities.

Report Summary

Scores By Section

