

High Quality Instruction Support for Teaching: Program Evaluation Plan Overview: FY 2019-20

Budget Manager:

Pasquale Scuderi, Associate Superintendent for Educational Services

Program Objectives

As the District implements numerous educational programs designed to improve student achievement, staff must be able to assess the effectiveness of these programs in meeting their goals. The Berkeley Research, Evaluation, and Assessment office (BREA) provides data and analysis to support equity-driven decision-making to support student success.

2019-20 BUDGET AND PLAN DETAILS

Educational Program Evaluation Staff \$474,800

- Teachers on Special Assignment 2.4 FTE
- Coordinator of Research and Evaluation .4 FTE
- Evaluation and Assessment Analyst 1.0 FTE
- Administrative Staff 0.5 FTE

Teachers on Special Assignment (TSA) 2.4 FTE

These positions provide staff development and technical support to teachers, principals, and School Site Council (SSC/SGC) members in how to use data and determining appropriate actions based on these data. Staff development is provided primarily to certificated staff at the site and district-level and consists of both group training sessions as well as individualized support. The TSAs provide structured technical assistance in the implementation of *Illuminate*, a software system for assessment data management, analysis, assessment creation and scan-based scoring. Sites are also supported in how to interpret the data to further inform instruction in the classroom, and determine students' academic and social intervention needs and the effectiveness of programs. Along with district-wide projects such as District Assessments, TSAs serve as the link between the site-based Professional Learning Community (PLC) and the District. TSAs provide facilitation/support at the school sites both through bi-monthly PLC Inquiry sessions as well as bi-weekly technical support sessions.

Coordinator of Research and Evaluation (TSA) .4 FTE

With the direction from the School Board to reduce General Fund expenditures by up to \$2 Million in FY 2019-20, a proposal has been made to eliminate the position of the Director of Programs and Special Projects and distribute the work among existing positions, some of which would be upgraded to account

for the increased responsibilities. If approved, one of the .4 TSA positions would be upgraded to a Coordinator position, taking on responsibility for LCAP oversight, the coordinator position would be made whole through additional LCAP funds and some general fund savings brought about by the reorganization of the Educational Services division.

Evaluation and Assessment Analyst (1.0 FTE)

Administrative Support (0.5 FTE)

These two classified positions are responsible for technical support in the Office of Evaluation and Assessment. They support District assessments; import and enter data into the data systems; ensure accuracy of data; develop queries and reports in *Illuminate* and PowerSchool; generate a variety of other reports and documents; and develop and maintain various databases and files. In addition, the Evaluation and Assessment Analyst serves as the manager of the data warehouse and supports staff by providing data requested for program evaluation.

Program Expenditures

Professional Development for BREA Staff

\$6,500

Professional development will support staff facilitation of district evaluation and assessment activities and the on-line and instructional components of *Illuminate*.

Contracted Services

***Illuminate*, Key-Data Systems, Survey Monkey**

\$60,000

The Evaluation and Assessment Office maintains the central repository for all student assessment information in the District. Currently, these data are stored by *Illuminate* software, and accessed through a web interface by instructional staff. BREA has been the vehicle for creating and scanning answer sheets for district assessments as well as analyzing both state and district assessment data. Key Data Systems provides test items that are specifically developed to measure student mastery of California State Standards. As a formative assessment, the questions are intended to help educators improve instruction by revealing common student misconceptions. Every assessment includes a Teacher Rationale document that explains student errors. Key Data Systems is a partner with *Illuminate* and will serve to enhance the Item Bank particularly because it is aligned to the new State Standards. In addition, both the World Language and Science departments at BHS have committed to developing a greater number of common assessments using Key Data Systems.

Finally, the BREA department oversees the District's subscription to Survey Monkey, an online survey tool used by School Site Councils and other District offices to collect survey data.

Supplies and Equipment**\$10,000**

Books, supplies and office equipment are estimated to allow for an upgrade to staff laptops and desktops.

RESOURCE SUMMARY

Budget Summary for Program Evaluation in 2019-20
BSEP Measure E1, Resource 0741

Expense

Program Evaluation Staff	474,800
Professional Development (BREA Staff)	6,500
Supplies and Equipment	10,000
Contracted Services	60,000
Reserve for Personnel Variance	<u>24,000</u>
Total Expense	575,300