

Archived Information

Interim Evaluation of the Regional Educational Laboratories

Draft Individual Evaluation Plan for the Mid-continent Regional Educational Laboratory (McREL) March 31, 1999

The purpose of this document is to describe the plans to implement the Interim Evaluation of the Regional Educational Laboratories at the Mid-continent Regional Educational Laboratory (McREL). This plan contains the most up-to-date information on the schedule of activities to implement the evaluation at this Laboratory, the current panel members, and the proposed data sources. The data sources are based on information obtained from McREL's nominated signature works, their inventory of products and services, and the other data items needed to examine overall Laboratory operations.

A. Schedule of Activities for McREL Evaluation

Activity	Proposed Date
Approval of Individual Evaluation Plan by PES	03/25/99
Receipt of advance materials from McREL	03/31/99
Distribution of advance materials to panel members	04/02/99
Training Session #3, including McREL presentation	04/14/99
On-site panel visit	05/03/99 – 05/07/99
Individual evaluation reports submitted to DIR	05/07/99
Synthesis report submitted to DIR by panel chair	05/14/99
Review of synthesis report by panel members	05/17/99 – 05/21/99
Final synthesis report submitted to DIR by panel chair	05/28/99
Synthesis and individual reports sent to McREL and ED	05/31/99
McREL response to evaluation report submitted to DIR	06/11/99
DIR submission of McREL Interim Evaluation Reports (including individual reports, synthesis report, and Lab response) to ED	06/14/99

B. Current Participants in McREL Evaluation

The following persons are assigned to serve as members of the McREL review panel:

Robert Donmoyer
Morris Lai (chair)
Diane Lassman
Jessie Pollack
Wesley H. Smith

C. Data Sources to be used in the McREL Evaluation

The Evaluation Framework approved by ED contains associated evaluation questions and indicators to guide the conduct of the Interim Evaluation and reporting of results. The specific data sources to be used for the evaluation of McREL have been developed after receiving input from the Laboratory, the OERI Program Officer, and PES regarding the nominated Signature Works and the McREL Inventory of Products and Services.

The remainder of this section identifies the specific data items to be reviewed or data collection activities included in the McREL evaluation plan. Most of the publications and other hard-copy materials specified as data sources are to be provided to the peer reviewers as part of their advance materials. Peer reviewers with Internet access will also be able to examine the McREL's web-site before arriving on the site visit.

The following data sources are grouped by whether they are: (1) associated with a Signature Work; (2) additional items selected from the Inventory that are not part of the selected Signature Works; or (3) materials to be reviewed in conjunction with overall Laboratory operations. Summary descriptions of the two selected Signature Works, as described by McREL, are attached to this document.

Signature Work 1: Moving Standards into Practice

This Signature Work was selected due the relationship of the work to Applied Research and Development, Assistance to OERI, and to the McREL's Specialty Area – Curriculum, Learning and Instruction. Moving Standards into Practice involves scaling up efforts and building strategic alliances among schools, states, and the Lab. Signature Work 1 products and services provided inside and outside the region support the development and adoption of standards, as well as the use of standards to revise curriculum and assessment policies and instructional practices. Further, these products and services facilitate the alignment of curriculum, assessment, and instruction with standards. McREL views this work as an application of their goal of a commitment to building capacity of the local and state education agencies in the region and to promoting the adoption of standards as a means of improving instructional practices and student outcomes in the K-12 system.

Specific publications and materials related to this Signature Work have been selected from the McREL Inventory of Products and Services or were identified by the Labs as appropriate data sources within the nomination of the Signature Works. A complete version of the data sources provided in excerpted form for advance review will be available on-site.

The list of proposed data sources for advance review of Signature Work 1 includes:

- *Content Knowledge: A Compendium of Standards and Benchmarks for K-12 Education* (2nd Ed.) [table of contents, references, selected chapter/introduction] (#13a)
- *Designing Standards-Based Districts, Schools, and Classrooms* [chapter 1 or 2, table of contents, bibliography, executive summary] (#14a)
- *Essential Knowledge* [8 page pamphlet] (#165)
- *A Theory-Based Meta-Analysis of Research on Instruction* [selected sections from document] (#166)
- *Models of Standards Implementation: Implications for the Classrooms* (#48)
- *What Every American Should Know* [executive summary] (#94)
- *Research into Practice Series: Implementing Standards in the Classroom* [selected sections from workshop materials] (#167)
- Policy Brief *The Fall and Rise of Standards-Based Education* (#2)
- Documentation of QA review of select standards products (#168)
- Evaluation Brief (98-01): *The Systemic Identification and Articulation of Content Standards and Benchmarks* (#169)
- *Summary of selected data reports (2) with full report attached (#170):* (#63 McREL 1997 Fall Conference Pre-Conference Institute Session 102: *Supervision In a Standards-Based System*. Participant Evaluation [97-17], #67 *Supervision in a Standards-based System*. Crook County School District, Sundance, WY [98-22])
- McREL web site on Standards (URL address and script) (#172)
- McREL's 1998 Conference: *Designing Schools and Classrooms of the Future* [agenda/summary of sessions; conference notebook available onsite] (#171)
- *1998 Regional District Educational Assessment Study* (Gallup Organization) (#39)
- *The Standards for Standards in American Education* [transcribed speech by J. Timothy Waters] (#38)
- *Standards and Benchmarks Review Services Provided by McREL* (document describes standards review services provided under contract to SEAs and LEAs throughout U.S.) (#174)
- Documentation of contracts to provide standards-related training and technical assistance (#175)
- *New York Times* agreement to license *Compendium* web page (#176)
- Selected sections from standards documents and bibliographies (#177)
- Annotated bibliography of studies reviewed for the *Theory-Based Meta-Analysis of Research on Instruction* on web site (#178)
- Selected sections of *McREL's FY98 Organizational Indicators Report* (demonstrates delivery of services written and outside region, national scope of work) (#179)
- Testimonials from SEAs, intermediate agencies, and LEAs who have received standards-related services (#180)

- Selected sections from *Performance Standards: Defining the Basics* [presentation at Large-Scale Assessment Conference, Colorado Springs, CO. June 16, 1998] (#181)
- List of selected presentations on standards and related topics (#173)
- Page references to relevant sections of technical proposal (#28) or other Lab operations data sources (provided in index to section)

On-site activities for evaluation of Signature Work 1 may include interviews with:

- McREL project staff involved with Signature Work 1
- Clients
- OERI Program Officer

On-site observation of selected activities may also be included, specifically:

- Standards web site demonstration

Signature Work 2 — Partnerships as a Field Service Strategy

This Signature Work was selected because of its unique partnership approach in designing, delivering and monitoring McREL's services to the field. The service delivery model utilizes an expanded partnership and collaboration network that incorporates strategic alliances to achieve mutually beneficial outcomes. The Field Services Strategy involves the selection of two sites within each state – one at the local education agency (LEA) and one at the State education agency (SEA). Plans are developed for each site based on identified needs, with guidance from three groups: the State Facilitation Group (SFG), the Collaborative State Action Team (CSAT), and the Regional Field Services Team (RFST). Sites were selected to represent a diversity of settings, students and communities with the goal of capacity building.

The list of proposed data sources for advance review of Signature Work 2 includes:

- Regional Partners Meeting [evaluation brief 96-06] (#55)
- Regional Partners Meeting notebooks – description and index, including excerpted representative examples of contents (# 143)
- Regional Field Service Team Notebooks – description and index, including excerpted representative examples of contents (#144)
- Field Service State Notebooks – description and index, including excerpted representative examples of contents (i.e., 2 site's information - #145a = SEA, # 145b = LEA)
- Description of the Field Service site selection philosophy and process (#146)
- Framework of McREL's Field Services Work at the Local Level (#147)
- McREL's Collaboration and Partnership Report (#37)
- Local and State site and issues (#148)

- Field Service Sample Data Reports (#62 – 1998 Regional Field Services Team Meeting (98-30) , #60 – A Comprehensive Look at Assessment Weston County School District (98-18))
- NEA contract (#149)
- Laboratory Performance Indicators – Partners Survey Report (#150)
- SEA CSR Meeting Minutes (#151)
- CSRD Annual Plan (1998) (#68)
- List of letters of commendation, with representative examples (#152)
- Example of SFG & CSAT activities/needs sensing: Colorado (#154)
- Listing of staff assigned to the project and functional capacity (#155)
- Deliverable List for Signature Work 2 (#156)
- Listing of publications and presentations related to Signature Work 2 (#157)
- Listing of evaluation reports related to Signature Work 2 (#158)
- Outcomes Matrix and examples (#159)
- Evidence of agreements and contracts with field services sites (including contact information) (#160)
- Evidence of agreements and contracts with other strategic partners for service provision (#161)
- Representative examples of technical assistance and training materials (#162)
- Example of QA process employed with field services materials – Research into Practice Series (NEA) (#163)
- List of field services sites with contact information (#164)
- Page references to relevant sections of McREL technical proposal (#28) or other Lab operations data sources (provided in index to section)

On-site data collection activities in relation to Signature Work 2 may include interviews with:

- REL project staff involved with Signature Work 2
- Strategic partners
- Local, state and regional field service site personnel/users/clients
- OERI Program Officer

Additional Items Selected from the Inventory of Products and Services

In addition to the Signature Works data sources, additional materials will be provided in advance to the peer reviewers. The following materials have been selected from the McREL Inventory to provide additional breadth to the evaluation:

- Learner Centered Psychological Principles: Guidelines for School Redesign and Reform (#6)
- Dimensions of Learning [teacher manual] (#15)
- Snapshot Assessment System for Migrant, Language-Different and Mobile Students (#21) [Grades 4-6]
- Diversity Roundtable meeting materials (#86)

- Changing Schools (#24) [Fall 1998]
- Noteworthy (#25) [Education in the Heartlands]
- R & D Watch (#26) [May 1997, Vol. 2, #3]
- CSRD: Building Organizational Capacity: Laboratory Support for CSR – Year 2 Proposal for Supplemental Funding [selected pages] (#142)
- Policy Forum meeting materials and notes (#88)
- Collaborative Action Research: Case Studies (#41) [representative cases]
- R & D Site Selection Review Package (#40)
- LNP-CLI Controlling Document (version 8) (#77)
- Curriculum Reform: What State Officials Say Works (LNP product - #76)
- CSMP micro web site (access directions)

Materials for Overall Laboratory Operations

Other materials will be collected and provided to the peer reviewers so that they can examine the overall operations of McREL. The following materials will be provided to the peer reviewers in advance of the site visit:

- Original RFP (DIR will copy and provide the “Scope of Work” to reviewers)
- Inventory of products and services from the current contract period (to be copied and provided to peer reviewers by DIR). Amended version provided by McREL in order to include additional documents identified or developed.
- McREL Technical Proposal and response to technical questions (# 28,29)
- Contract modifications (#30, #31)
- Quarterly reports (#33)
- Annual plans and updates (#32)
- Summary of McREL funding, by source (#127)
- Organizational chart (#128)
- Staff listing (#129)
- Board roster and affiliations; Charter and By-laws (#130)
- Selected Board meeting agenda and minutes (#131)
- McREL’s Information Line summary report (#153)
- Internal Evaluation Plan (FY 97) (#34) (Annual update of the original proposal evaluation plan)
- Internal Evaluation Report (FY 97) (#35)
- Customer Satisfaction Survey Results (#56) (#134 Example of Data Reports – (96-03) Student Achievement and the EPIC Program, #135 *Changing Schools* newsletter response form)
- QA System, procedures documentation (#36 & #45) (e.g., executive summary of Deputy Director presentation with overhead slides)
- Needs assessment procedures documentation (with description of sources and methods)
- Customer feedback procedures documentation (#136 - includes info line and web site)

- List of staff presentations at relevant regional and national meetings & list of staff publications in external venues (#137)
- Relevant reports by OERI staff (#139)
- Utilization statistics (e.g., Info line (#153), web site (#141), Inventory)
- Resource Center Services in support of research-based work (#132)
- Central Region State Profiles (#112)

On-site interviews regarding overall McREL operations will be conducted and should include:

- Staff interviews
- Board interviews or focus groups
- OERI Program Officer interview