

Steps for Program Evaluation (Summative)

- ❑ Organize, and display formative and summative data. Include teacher implementation data and student performance data.
- ❑ Analyze data to determine findings. Engage staff in interpreting results from data collected. Utilize staff input to form decision statements (include justification).
- ❑ Summarize findings. Answer the questions established in the Data Collection and Goal-Setting stages. (Was progress made on indicators?) See Tool 10.1 and Tool 10.2 on the following pages.
- ❑ Facilitate discussion by the PD Leadership Team to determine the status of the initiative.
- ❑ Communicate the decisions to all stakeholders. Record a summary on the APR and distribute results throughout the APR. Disseminate the results of the professional development initiative in other user-friendly venues such as school board meetings, School Improvement Advisory Committee meetings, “State of the District” presentations, web site, letters to parents, news releases, etc.
- ❑ Summative data leads to a new cycle. Completing one full cycle, from the initial goal setting and selection of content to accomplishing the goal, may take more than one school year. Data informs the decision to start on a new goal, rather than the school calendar. Add summative data to CSIP.

District Professional Development Plan

Summative Evaluation

Describe how you will measure the results of the PD efforts at the district level.

Describe your plan for sharing results with stakeholders.

Building-Level Professional Development Plan

Summative Evaluation

Describe how you will measure the results of the PD efforts at the building level.

Describe your plan for sharing results with stakeholders.