

LSC Core Update

2000–2001 DATA COLLECTION

2000–2001 Data Collection Year Ends

The 2000–2001 data collection year ended August 31. Any professional development observations conducted after August 31 are considered to be part of the new data collection year (2001–2002). In order to close out project responsibilities for the 2000–2001 data collection year, PIs and Lead Evaluators should complete the requirements outlined in this article.

Principal Investigator Responsibilities

Principal Investigators are ultimately responsible for making sure that all core evaluation data are of high quality and are collected and submitted in a timely fashion. Specifically, Principal Investigators should:

1. Monitor the progress of core evaluation data submission

In order to assist PIs with this task, we have restructured the project-specific PI section of the LSC website so that PIs can track their project's progress toward the October 15 data submission deadline.

In addition to the primary data being submitted by the project (observation and interview protocols, and questionnaire data), the "Web Data Collection Summary" lists all other information to be submitted by this date (ratings for the core evaluation report and the Project Strategies questionnaire). All of the individual project information on this summary will be conveyed to NSF on November 15 in a compliance report that they have requested. PIs can access their compliance information by logging in to their PI section of

the LSC website and selecting "Web Data Collection Summary" from the yellow menu at the left of the page. If you do not have your username and password, click on "Log-In Help" and they will be e-mailed to you.

2. Complete a Project Strategies Questionnaire

All projects, with the exception of those in the Baseline Year of data collection, will complete a Project Strategies Questionnaire this fall. The form is available for submission on the LSC website. Lead Evaluators and PIs should collaborate on preparing responses to the form, but either can submit the form online. Thus, your project's form can be accessed via the project-specific Lead Evaluator *and* PI sections of the website. Please be aware that if more than one person is working on submission of the Web form, only the most recent changes will be saved (submitted).

To access the form, log in to your project-specific LE or PI section and select the "Project Strategies Questionnaire" link from the yellow menu at the left of the page. A complete Project Strategies form should be submitted to HRI by October 15, 2001.

Lead Evaluator Responsibilities

Lead Evaluators coordinate the submission of all 2000–2001 data to HRI. Specifically, Lead Evaluators should:

1. Make sure that all data required for the project during the 2000–2001 data collection year (classroom observations, professional development observations, and teacher interviews) are submitted via the Web by October 15

Please make sure that all forms are completed. Any forms submitted as "partial" will be deleted from our files, so make sure that all "partial forms" for your project have been submitted as "complete forms." You will be unable to submit 2000–2001 forms after October 15. Any forms not submitted or not completed will be considered "not collected" by the project.

When a complete form is submitted, several checks will be performed to ensure that the form has been completely and consistently filled-out. If necessary, you will be asked to correct problems and submit the form again. When the form has been accepted as complete, a screen confirming that your data have been successfully submitted will be displayed. This page will also display all of your completed responses; please print a copy for your records.

2. Submit a core evaluation report and ratings to HRI by October 15

Lead Evaluators should consult the 2000–2001 Reporting Guidelines to determine the type of report required for this year of the project. These guidelines can be found in the Lead Evaluator section of the LSC website under "Data Collection Requirements."

All projects are required to complete report ratings, while only Year Two and Final Year projects are asked to submit a full narrative report.

The report ratings forms for all projects are now available for completion on the LSC website. Lead Evaluators can access their project's online ratings form by logging in to their project-specific Lead Evaluator section and selecting "Ratings for the

ore Evaluation Report" from the yellow menu at the left of the page (the ratings forms can also be accessed via the "Online Forms" section of the LSC website). If you do not have your username and password, click on "Log-In Help" and they will be e-mailed to you. All ratings should be submitted as complete forms to HRI by October 15, 2001.

Those projects writing longer narrative reports, Year Two and Final Year projects, should send these reports to HRI as an e-mail attachment or mail them on PC-formatted diskette by October 15. Please note that HRI is not permitted to grant extensions to this deadline. If you anticipate that you will not be able to meet this reporting deadline, you should contact your NSF program officer to discuss implications.

3. Assist PI with completion of the Project Strategies Form

This form is not required for Baseline projects. See details in the PI responsibilities section of this article.

2001-2002 DATA COLLECTION PREPARATION

Data Collection Schedules

As stated in the July newsletter, NSF has decided to allow projects the choice of collecting their "Final Year" of data either the last spring the project is scheduled to receive funding or the spring following the last "official" funded spring. Projects will collect their final data during these times regardless of whether they are planning to take a no-cost extension at the end of the project. Previously, projects collected their final round of data after the bulk of the professional development had ended to increase the likelihood of detecting the impact of the LSC projects on teachers and their teaching. While that is still desirable, collecting data after the project had ended proved problematic for some projects.

HRI had been working with NSF to determine how this change in the definition of "Final Year" will impact individual projects. As in the previous system, all projects will collect the same data for the first three years of the project (Baseline, Year One, Year Two). The number of Interim Years of data collection will depend on the date the project receives its final funding increment from NSF. Once they receive their final increment from NSF, projects will be given the option of collecting their final round of data during that spring or the following spring. Projects that received their final funding increment prior to December 31, 1999 will be asked to collect their final data during this data collection year (2001-2002).

Due to the change in the scheduling system, HRI will be corresponding via e-mail with projects about their data collection schedule instead of the web-based system of schedule acceptance that has been used the previous two years. Project-specific schedules for the 2001-2002 data collection year (reflecting any penalties) will be available in the Lead Evaluator and PI sections of the LSC website after the October 15 deadline for protocol submission for the 2000-2001 data collection year.

Sampling Frames

PIs will need to submit updated school and teacher sampling frames by December 3. To facilitate this process, HRI has provided preformatted sampling frame files, containing data from previous years, for each project to download from the project-specific PI section of the HRI website. Projects should download the files, update the appropriate information and add any additional schools/targeted teachers, and return the updated files to HRI. Consult the 2001-2002 School and Teacher Sampling Frame Guidelines, under Tab 3 of the 2001-2002 Data Collection Manual (red version) for the correct procedures for updating the files. These

guidelines can also be accessed on the website via the PI section.

To access your project's downloadable Sampling Frame files, log in to your PI section using your PI-specific username and password and select "2001-2002 Sampling Frames" from the yellow menu at the left of the page. Follow the instructions under the "Download Sampling Frames" heading to save copies of your project's School and Teacher Sampling Frames on your computer. The Sampling Frames will be in tab-delimited text format (.txt), which can be opened by most spreadsheets or database packages (e.g., MS Excel).

Data Collection Reminder

When adding individuals to the evaluation team, please note the following:

- ◆ NSF must approve all members of the evaluation team. Vitaes of these individuals should be sent to the project's program officer with a note describing the person's proposed role in the evaluation;
- ◆ The Lead Evaluator must personally conduct at least three of the required professional development observations each year; and
- ◆ Individuals conducting classroom and professional development observations must successfully complete HRI's certification/training process.

If a project plans to add new classroom observers, they must successfully complete a classroom observation training session which will be held February 7-8, 2002.

New members of the evaluation team who will be conducting observations of professional development sessions will need to be trained by the Lead Evaluator using materials provided by HRI. Training materials are loaned to Lead Evaluators for a 30-day period.

Please e-mail Elizabeth at:

lsc@horizon-research.com

if you need to borrow a training packet.

Project Team

Interviews

Evaluators are reminded that interviews with project staff should be conducted early in the data collection year to obtain information regarding project plans that will help in selecting professional development sessions to be observed. A protocol is provided to aid evaluators in collecting this information. The protocol, "Project Team Interview: Follow-up on Project Plans," can be found in Tab 8 of the 2001–2002 Core Evaluation Manual (red version) that was sent to project in September.

Additional project team interview protocols are provided in Tab 8 of the core evaluation manual to aid evaluators in collecting information that will contribute to answering the core evaluation questions. Consult the Project Team Interview Guidelines or your project's data collection schedule to determine which protocols to use this year. Please note that these interviews are for evaluator use only and should not be submitted to HRI.

Meeting Plans for 2001–2002

Instead of a large meeting this year for teams from the various projects, PIs are being encouraged to attend a smaller, targeted "lessons learned" meeting focusing on the role of instructional materials in mathematics and science reform.

The Lessons Learned meeting will be held on January 16, 2002 the day following the two-day LSC Lead Evaluator meeting in Chapel Hill (January 14–15). Lead Evaluators will have the option of staying for the Lessons Learned meeting on January 16 and PIs will have the option of coming in a day early and attending the second

day of the Lead Evaluator meeting (which will include video refreshers on assessing the quality of both science/mathematics classroom instruction and professional development).

Please note that attendance at both of these meetings is at project expense. Due to space constraints, at this point we are limiting each project to the Lead Evaluator and a single PI (or PI representative). We will maintain a waiting list for projects that would like to send other

Year Six Cross-Site Report

The "Local Systemic Change through Teacher Enhancement: Year Six Cross-Site Report" is now available. Copies have been sent to the PI and Lead Evaluator of each project. Hard copies may be obtained by contacting Horizon Research, Inc. It is also available on the Web at:

www.horizon-research.com/LSC

New Projects

The National Science Foundation has funded seven new LSC projects since the fall of 2000. They are:

- Elementary Mathematics
 - Valle Imperial Mathematics Project K-8 El, Centro, CA
 - NCREL Partnership for Mathematics Improvement, University of Illinois at Chicago, Harvey, IL
 - Gadsden Mathematics Initiative, Gadsden, NM
- Secondary Science
 - Middle Grades Hands-on Activity Science Program (MGHASP), Huntsville, AL
- Elementary Science/Mathematics
 - Mathematics and Science Enhancement (MASE) K-8 Using Technology, Las Vegas, NV
- Elementary/Secondary Science
 - Renaissance in Science Education (RISE), St. Louis, MO
- Elementary/Secondary Mathematics
 - Lancaster Children Excelling in Mathematics, Lancaster, PA

Principal Investigators and Lead Evaluators attended the new project orientation meeting in May and are just completing baseline data collection. For more information about all LSC projects and their personnel, go to the TEECH-LSC website maintained by TERC, Inc. at:

<http://lsc-net.terc.edu/>

There you will find web pages for individual projects, as well as a "Who's Who?" directory of people involved with all LSC projects.

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Dates to Remember



September 1, 2001
Beginning of 2001–2002
Data Collection Year

October 15, 2001
Due at HRI:
Classroom Observation Protocols
Prof Dev Observation Protocols
Teacher Interview Data
Evaluation Report (if applicable)
Evaluation Ratings/Rationales
Project Strategies Form

November 15, 2001
PI Annual Report Due at NSF

December 3, 2001
Sampling Frames Due at HRI

January 14–15, 2002
Lead Evaluator Meeting

January 15-16, 2002
Observation Refresher
Lessons Learned Meeting

February 7–8, 2002
Classroom Observation Training

Annual LSC Core Evaluation Requirements

All Projects:
Professional Development Observations
(5–8 per year, 2–5 for Baseline)
Principal Questionnaires
(population)
Individual Teacher Interviews
(10; not conducted Baseline Year)
Project Team Interviews

**In addition, Baseline Year, Year Two,
and Final Year Projects:**
Classroom Observations
(16 per subject; 24 for multi-subject
projects)
Teacher Questionnaires
(300 per subject, plus program sample)

Most data collection activities are conducted February–May annually, except Professional Development Observations and the Project Team Interviews, which may be conducted throughout the data collection year (September 1–August 31).

**The PI is responsible for making
sure that core evaluation data are**

Contact Information

If you need help with any aspect of the LSC Core Evaluation, please e-mail Elizabeth Arnold at:

lsc@horizon-research.com

We prefer that you e-mail first. If a follow-up call is needed, someone from HRI will contact you.

How To Reach Us

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(This newsletter is available on the Web.)