**MassCUE Evaluators – Individual Program**

**Westford Public Schools**

**www.sun-associates.com/projs/westford**

**Day 1 – 10/21/13 -- Developing An Evaluation Framework**

 **8:30am – 2pm**

I. Introductions

* Sun Associates/MassCUE Introduction
* Overview of Program/Daily Agenda

II. Why Evaluate? Working backwards – An Example Evaluation Presentation

* Determining the Conditions that Impact a New Vision and Plan
* The Process of Program Evaluation

(Break – 10 min)

III. What’s Your Vision for Instructional Technology’s Role in Teaching and Learning?

* The Role of District Vision in the Evaluation Process
* A New Vision for Technology’s Role in Teaching and Learning
* Reviewing and Clarifying Your Vision as a Basis for Indicators

IV. Developing Indicators

* Indicators are Derived from the District’s Vision and Goals
* Categories of Indicators and Examples
	+ Student Skills and Outcomes
	+ Teacher Skills and Pedagogy
	+ Infrastructure
	+ District Policies and Procedures
	+ Others?
* Indicators as Observable, Measurable, Benchmarks
* Qualitative as well as Quantitative

WORKING LUNCH…bring your own (10 min break to get food)

* Team work
* Group discussion/presentation

V. Next Steps/Daily Wrap-Up

* Questions/Concerns?
* Preview of Day 2 Activities – Developing Questions and Instruments
* Preview of Day 3 – Learning How to Effectively Collect Data
* Data Collection Occurs between Day 3 and Day 4
* Preview of Day 4 – Creating and Reporting Findings and Recommendations