

AGENDA DAY 1: EVALUATION THEORY & PRACTICE

- 9:00 WELCOME & INTRODUCTION
- * Preliminary Investigations - Interviews & Reports
- 9:45 EVALUATION
- * What? Why? Where?
- 10:15 EVALUATION BARRIERS
- * Overcoming Barriers
 - * Additional Barriers
- 10:30 BREAK
- 10:45 CLARIFYING AN EVALUATION REQUEST
- * Exercise: Mentoring Project
- 11:30 IDENTIFYING A PROGRAM'S READINESS FOR EVALUATION
- 12 noon LUNCH
- 1:00 EVALUATION APPROACHES
- * Historical Context
 - * Historical Approaches
- 1:30 CHARACTERISTICS OF A GOOD EVALUATOR
- 1:45 COGNITIVE STYLES AND EVALUATION
- * Exercise: Understanding Your Cognitive Style
- 2:30 BREAK
- 2:45 EXTERNAL OR INTERNAL EVALUATORS?
- * Working with Evaluation Consultants
- 3:15 EVALUATION ETHICS
- * Exercise: Understanding Evaluation Ethics
 - * Guiding Principles for Evaluators - AEA
 - * The Joint Committee Program Evaluation Standards
- 3:45 REFLECTIONS: TODAY AND TOMORROW
- * Homework: Read Request for Proposals (RFP) and Responses - Rutherford County Smart Start and W.K. Kellogg SPARK and "Chapter 1: Evaluation Practice - An Introduction "
 - * Evaluation Check-In
- 4:00 ADJOURN

AGENDA DAY 2: EVALUATION PLANNING & DATA GATHERING

- 9:00 DAILY PLANNING
- * Reactions to Readings (RFPs, Proposals, and Readings)
- 9:15 DEVELOPING AN EVALUATION PROPOSAL OR PLAN
- 9:30 EVALUATION TERMINOLOGY
- * Exercise: Terminology game
- 10:30 BREAK
- 10:45 EVALUATION PLANNING: LOGIC MODELS
- * Exercise: Reviewing Logic Models from School Readiness
- 12 noon LUNCH
- 1:00 EVALUATION CROSSWALK: EVALUATION QUESTIONS & INFORMATION GATHERING STRATEGIES
- * Exercise: Creating an Evaluation Crosswalk
- 2:00 EVALUATION TIMELINES & BUDGETS
- 2:30 BREAK
- 2:45 INSTRUMENTS & SAMPLING
- * Guide to Instrument Selection
 - * Good Instrument Development Practices
 - * Types of Sampling
 - * Sample Size and Response Rates
- 3:45 REFLECTIONS: TODAY AND TOMORROW
- * Read "Improving Evaluation Design and Use through the 'Evaluation Crosswalk' Method," "Chapter 4: Designing Collaborative Evaluations," and Chapter 6: "Collaborative Data Gathering"
 - * Evaluation Check-In: Plus/Delta
- 4:00 ADJOURN

AGENDA DAY 3: DATA ANALYSIS & REPORTING

- 9:00 DAILY PLANNING
* Reactions to Readings (Evaluation Crosswalk and Chapter 4 & 6)
- 9:15 COMMON QUANTITATIVE APPROACHES: LINKING EVALUATION QUESTIONS TO ANALYSIS CHOICES
- 9:45 CASE STUDY IN ANALYZING EVALUATION DATA: TEFLEP
* Exercise: Quantitative Analysis of TEFLEP Data
- 10:30 BREAK
- 10:45 COMMON QUALITATIVE DATA ANALYSIS APPROACHES
- 11:15 CONTENT ANALYSIS OF QUALITATIVE DATA
* Exercise: Content Analysis Data from Mothers of TEFLEP Participants
- 12 noon LUNCH
- 1:00 CONVINCING LEVELS OF EVIDENCE
* Exercise: Rating Convincing Levels of Evidence
- 1:30 SAMPLE EVALUATION REPORTS
- 3:00 QUESTIONS
- 3:45 EVALUATION OF EvAP INSTITUTE
* Focus Group
* Individual Evaluation Forms
- 4:00 ADJOURN