



SPARK Evaluation Data and Reporting Needs Spring 2016

Student and family SPARK data

The evaluation will analyze the amount of SPARK each student received in 2015-2016. To do this, we will need a list of SPARK participants from this year that includes the following information.

For each student in SPARK we will need:

- *Number of tutoring sessions*
- *Number of after-school sessions*
- *Number of family events they or their parents participated in*
- *Their demographic characteristics (gender, race/ethnicity, F/R lunch status, grade level, IEP status)*
- *Start of program PALS composite score. We only want the **number** score*
- *End of program PALS composite scores. We only want the **number** score*
- *Start of program running records level (letter)*
- *End of program running records level (letter)*

Timeline: Please provide the above data by June 1st

SPARK tutor surveys

This survey will be sent directly to staff from Education Evaluation & Action so we will need a list of tutor email addresses.

Timeline: Please provide email addresses by April 1st

SPARK Parent surveys

Please administer parent surveys to as many parents as you can during March and April. These surveys can either be sent or scanned and emailed to the evaluation team.

Teacher surveys

To do this, we will need a list of teachers in each school with SPARK students and their email addresses. If obtaining their email addresses is not possible, we would like to have the email address of a contact person at each school that will forward our email to the teachers.

Timeline: Please provide email addresses by April 1st

SPARK student surveys

We would like to ask students about their perception of how much SPARK has helped them. SPARK tutors should use the attached survey to capture their perceptions of SPARK.

Timeline: Please administer surveys the week of April 4th. We will collect these during our site visit.



Family event participation data

We would like to know specific information about each family event that occurred in the 2015-2016 program year including:

- *The number of people who attended*
- *The activities topics covered in the event*
- *The objectives about each event*
- *Notes about the degree to which the objectives were or were not met*

Timeline: June 1st

Fidelity of Implementation data

We would like copies of all completed FOI forms up through the week of April 11th. We will collect these during our site visit.

District data for SPARK students and a comparison group

We need the contact information of someone at the school district who we can reach out to before our site visit. We need to talk with this person about the data and reporting needs for the grant. We will need testing data (MAP), school attendance, and reading grade data for SPARK participants and for a comparison group. The comparison group should come from another school that does not have SPARK.

