

Grantee Name: Puget Sound Educational Service District

Project PE - Program Evaluation

Project Goals/Desired Outcomes: To provide the Road Map Consortium with the necessary capacity to effectively track the progress of all projects identified in the grant application.

Narrative: The Project Director and Program Evaluation Manager will be responsible for coordinating the evaluation efforts. In order to maintain the integrity of program evaluation, a contract for third party evaluation will be set up. Progress on evaluations will be reported to the Executive Committee, as well as all Consortium members. These results will be used to continually learn and adjust projects as needed to produce the greatest benefits.

Key Goals & Performance Measures: *Decreasing Achievement Gaps (Reading & Math); College Enrollment Rates; % of students in Very Good or Exemplary Schools; Students with Highly Effective Teacher and Principal; Students with Effective Teacher and Principal; % of Students "Ready to Succeed in School by Kindergarten" WAKIDS; Washington State 3rd Grade Reading Assessment; Washington State Math Assessment (4th – 8th Grades); 8th Grade Enrollment in Algebra or Higher; Washington State Science Assessment (5th & 8th Grades); Student Motivation and Engagement Survey; % Submitted FAFSA; % Completed FAFSA; Minimum College Requirements; College Graduation Rate; AP or IB Students; 9th Grade Suspensions and Expulsions; 5-Year High School Graduation Rate; Remediation Rate (2 & 4 Year institutions, Math & English)*

Cross-reference to other projects: Program Evaluation works closely with Project Management, particularly in regards to ongoing formative assessment and program improvement. Program Evaluation supports all RTT-D projects.

Activities for Program Evaluation

Item	Activities, Tasks, Milestones, and Deliverables	Key Personnel	Start Date (mm/dd/yy)	End Date (mm/dd/yy)	Status Choose: Not Begun, In Progress, or Complete: mm/dd/yy	In Progress Status Choose: Ahead; On-track; Off- track; Immediate attn reqd	Notes	Dependent Activities (in other projects)	Budget Reference	Change from application (includes pg. reference)	Rationale for change	Implications on other activities, performance measures, and budget?
11.1	Activity: Secure staff and support for program evaluation		05/01/12	01/31/14								
11.1.1	Task: Write job description and hire Program Evaluation Manager	Jessica de Barros, Project Director; Denise Alteimer, Exec. Dir. HR	05/01/12	08/01/12					PE Personnel & Fringe Benefits	Salary lowered and start date adjusted (p. 249)	Personnel & Fringe was adjusted due to lower salary than budgeted and hire date later than anticipated.	Savings (\$19,699) was moved to Contractual to increase the contract with a vendor for external evaluation.
11.1.2	Task: Write and execute contract with partner vendor to provide annual student outcomes data for Consortium districts	Jessica de Barros, Project Director	05/01/13	08/01/13						This contract was added as a change from the original application. It is in addition to the vendor contract for an external evaluation.	The Community Center for Education Results currently has data sharing agreements with all seven Consortium districts and collects many of the RTT- D performance measure data. It would be more efficient for PSESD to contract with the Community Center for Education Results to share this data with us in an easy to read report than it would be for the PSESD to establish and execute similar data sharing agreements with each district and compile the same report.	\$74,150 is moved from Projects 6 \$11,914 is moved from Project 8 to PE to fund a contract with a partner vendor for reporting annual student outcomes data.
11.1.3	Task: Provide guidance on evaluation needs	Executive Committee	10/01/13	10/31/13								
11.1.4	Task: Create RFP writing and selection committee for program evaluation	Pamela Raya-Carlton, Evaluation Manager	09/15/13	09/30/13								
11.1.5	Task: Develop criteria for evaluation RFP	RFP Committee	10/01/13	10/15/13								

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11.1.6	Task: Write & make public RFP	RFP Committee	10/16/13	10/31/13						Delays evaluation contract until Year 2	Summative outcomes for Year 1 will not be available until Year 2; Executive Committee must approve evaluation contract and will be focused on investment fund decisions in Year 1.	Savings from Year 1 evaluation costs are
11.1.7	Task: Collect RFP proposals	Pamela Raya-Carlton, Evaluation Manager	12/01/13	12/01/13								
11.1.8	Task: Review and select finalist proposals	RFP Committee	12/02/13	12/13/13								
11.1.9	Task: Submit selection to Executive Committee	Jessica de Barros, Project Director, Pamela Raya-Carlton, Evaluation Manager	12/19/13	12/19/13								
11.1.10	Task: Discuss and make decision on vendor selection	Executive Committee	12/19/13	12/19/13								
11.1.11	Task: Negotiate contract with selected vendor	Jessica de Barros, Project Director, Pamela Raya-Carlton, Evaluation Manager	01/01/13	01/31/13								
11.1.12	Task: Sign contract	PESD Superintendent, Vendor	01/31/14	01/31/14								
11.1.13	Deliverable: RFP for outside evaluation	Pamela Raya-Carlton, Evaluation Manager	10/31/13	10/31/13								
11.1.14	Deliverable: Contract for outside evaluation is awarded	Pamela Raya-Carlton, Evaluation Manager	11/30/13	11/30/13								
11.1.15	Milestone: Program Evaluation Manager hired	Jessica de Barros, Project Director	08/01/13	08/01/13								
11.2	Activity: Develop and implement an evaluation plan for goal areas, performance measures, and return on investment		8/1/2013	2/15/2014								
11.2.1	Task: Develop a plan for progress monitoring.	Jessica de Barros, Project Director; Pamela Raya-Carlton, Evaluation Manager	08/01/13	08/31/13								
11.2.2	Task: Write and execute contracts with districts to compensate for data collection, data management and reporting.	Kerri Patterson, Fiscal Coordinator	08/01/13	08/31/13						Adds a contract with each district to pay for data collection, data management and reporting.	Districts expressed a need to be compensated for the additional work load associated with reporting for RTT-D.	\$158,563 moved from contract with external evaluator and reduced budget for Program Evaluation Manager.
11.2.3	Task: Support progress monitoring activities of districts by meeting with each district and developing a progress monitoring plan	Jessica de Barros, Project Director, Pamela Raya-Carlton, Evaluation Manager; Project Leads	11/01/13	02/01/14								
11.2.4	Task: Develop evaluation plan	Pamela Raya-Carlton, Evaluation Manager; Outside Evaluator	11/01/13	02/01/14								

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11.2.5	Task: Review and approve evaluation plan	Jessica de Barros, Project Director, Pamela Raya-Carlton, Evaluation Manager	02/01/14	02/15/14								
11.2.6	<i>Deliverable: Progress Monitoring Plan</i>	Pamela Raya-Carlton, Evaluation Manager	08/31/13	08/31/13								
11.2.7	<i>Deliverable: Evaluation Plan</i>	Pamela Raya-Carlton, Evaluation Manager; Outside Evaluator	02/15/14	02/15/14								
11.3	Activity: Provide written annual progress monitoring reports and presentations with recommendations	Pamela Raya-Carlton, Evaluation Manager	7/1/13	12/31/2015								
11.3.1	Task: Collect data on Year 1 implementation	Community Center for Education Results	7/1/13	7/31/13								
11.3.2	Task: Write Year 1 implementation report	Outside Evaluator	8/1/13	11/1/13								
11.3.3	Task: Present Year 1 implementation report	Jessica de Barros, Project Director	12/1/13	12/31/13								
11.3.4	Task: Collect data on Year 2 progress	Community Center for Education Results	8/1/14	8/30/14								
11.3.5	Task: Write Year 2 progress monitoring report	Outside Evaluator	8/31/14	11/30/14								
11.3.6	Task: Present Year 2 progress monitoring report	Jessica de Barros, Project Director	12/1/14	12/31/14								
11.3.7	Task: Collect data on Year 3 progress	Community Center for Education Results	8/1/15	8/30/15								
11.3.8	Task: Write Year 3 progress monitoring report	Outside Evaluator	8/31/15	11/30/15								
11.3.9	Task: Present Year 3 progress monitoring report	Jessica de Barros, Project Director	12/01/15	12/31/15								
11.4	Activity: Provide written quarterly progress monitoring reports and presentations with recommendations	Pamela Raya-Carlton, Evaluation Manager	8/28/13	12/1/2016								
11.4.1	Task: Collect quarterly data on progress	Pamela Raya-Carlton, Evaluation Manager	08/28/13	09/27/13								
11.4.2	Task: Write quarterly progress monitoring report	Pamela Raya-Carlton, Evaluation Manager	09/28/13	12/15/13								
11.4.3	Task: Collect quarterly data on progress	Pamela Raya-Carlton, Evaluation Manager	11/26/13	12/26/13								
11.4.4	Task: Write quarterly progress monitoring report	Pamela Raya-Carlton, Evaluation Manager	12/27/13	03/15/14								
11.4.5	Task: Collect quarterly data on progress	Pamela Raya-Carlton, Evaluation Manager	02/24/14	03/26/14								
11.4.6	Task: Write quarterly progress monitoring report	Pamela Raya-Carlton, Evaluation Manager	03/27/14	06/13/14								
11.4.7	Task: Collect quarterly data on progress	Pamela Raya-Carlton, Evaluation Manager	05/25/14	06/24/14								
11.4.8	Task: Write quarterly progress monitoring report	Pamela Raya-Carlton, Evaluation Manager	06/25/14	09/11/14								
11.4.9	Task: Collect quarterly data on progress	Pamela Raya-Carlton, Evaluation Manager	08/23/14	09/22/14								

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11.4.10	Task: Write quarterly progress monitoring report	Pamela Raya-Carlton, Evaluation Manager	09/23/14	12/10/14								
11.4.11	Task: Collect quarterly data on progress	Pamela Raya-Carlton, Evaluation Manager	11/21/14	12/21/14								
11.4.12	Task: Write quarterly progress monitoring report	Pamela Raya-Carlton, Evaluation Manager	12/22/14	03/10/15								
11.4.13	Task: Collect quarterly data on progress	Pamela Raya-Carlton, Evaluation Manager	02/19/15	03/21/15								
11.4.14	Task: Write quarterly progress monitoring report	Pamela Raya-Carlton, Evaluation Manager	03/22/15	06/08/15								
11.4.15	Task: Collect quarterly data on progress	Pamela Raya-Carlton, Evaluation Manager	05/20/15	06/19/15								
11.4.16	Task: Write quarterly progress monitoring report	Pamela Raya-Carlton, Evaluation Manager	06/20/15	09/06/15								
11.4.17	Task: Collect quarterly data on progress	Pamela Raya-Carlton, Evaluation Manager	08/18/15	09/17/15								
11.4.18	Task: Write quarterly progress monitoring report	Pamela Raya-Carlton, Evaluation Manager	09/18/15	12/05/15								
11.4.19	Task: Collect quarterly data on progress	Pamela Raya-Carlton, Evaluation Manager	11/16/15	12/16/15								
11.4.20	Task: Write quarterly progress monitoring report	Pamela Raya-Carlton, Evaluation Manager	12/17/15	03/04/16								
11.4.21	Task: Collect quarterly data on progress	Pamela Raya-Carlton, Evaluation Manager	02/14/16	03/15/16								
11.4.22	Task: Write quarterly progress monitoring report	Pamela Raya-Carlton, Evaluation Manager	03/16/16	06/02/16								
11.4.23	Task: Collect quarterly data on progress	Pamela Raya-Carlton, Evaluation Manager	05/14/16	06/13/16								
11.4.24	Task: Write quarterly progress monitoring report	Pamela Raya-Carlton, Evaluation Manager	06/14/16	08/31/16								
11.4.25	Deliverable: Quarterly evaluation/progress report	Pamela Raya-Carlton, Evaluation Manager	08/01/13	08/01/13								
11.4.26	Deliverable: Quarterly evaluation/progress report	Pamela Raya-Carlton, Evaluation Manager	11/01/13	11/01/13								
11.4.27	Deliverable: Quarterly evaluation/progress report	Pamela Raya-Carlton, Evaluation Manager	12/01/13	12/01/13								
11.4.28	Deliverable: Quarterly evaluation/progress report	Pamela Raya-Carlton, Evaluation Manager	02/01/14	02/01/14								
11.4.29	Deliverable: Quarterly evaluation/progress report	Pamela Raya-Carlton, Evaluation Manager	05/01/14	05/01/14								
11.4.30	Deliverable: Quarterly evaluation/progress report	Pamela Raya-Carlton, Evaluation Manager	08/01/14	08/01/14								
11.4.31	Deliverable: Quarterly evaluation/progress report	Pamela Raya-Carlton, Evaluation Manager	11/01/14	11/01/14								

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11.4.32	<i>Deliverable: Quarterly evaluation/progress report</i>	Pamela Raya-Carlton, Evaluation Manager	12/01/14	12/01/14								
11.4.33	<i>Deliverable: Quarterly evaluation/progress report</i>	Pamela Raya-Carlton, Evaluation Manager	02/01/15	02/01/15								
11.4.34	<i>Deliverable: Quarterly evaluation/progress report</i>	Pamela Raya-Carlton, Evaluation Manager	05/01/15	05/01/15								
11.4.35	<i>Deliverable: Quarterly evaluation/progress report</i>	Pamela Raya-Carlton, Evaluation Manager	08/01/15	08/01/15								
11.4.36	<i>Deliverable: Quarterly evaluation/progress report</i>	Pamela Raya-Carlton, Evaluation Manager	11/01/15	11/01/15								
11.4.37	<i>Deliverable: Quarterly evaluation/progress report</i>	Pamela Raya-Carlton, Evaluation Manager	02/01/16	02/01/16								
11.4.38	<i>Deliverable: Quarterly evaluation/progress report</i>	Pamela Raya-Carlton, Evaluation Manager	12/01/15	12/01/15								
11.4.39	<i>Deliverable: Quarterly evaluation/progress report</i>	Pamela Raya-Carlton, Evaluation Manager	05/01/16	05/01/16								
11.4.40	<i>Deliverable: Quarterly evaluation/progress report</i>	Pamela Raya-Carlton, Evaluation Manager	08/01/16	08/01/16								
11.4.41	<i>Deliverable: Quarterly evaluation/progress report</i>	Pamela Raya-Carlton, Evaluation Manager	11/01/16	11/01/16								
11.4.42	<i>Deliverable: Quarterly evaluation/progress report</i>	Pamela Raya-Carlton, Evaluation Manager	12/01/16	12/01/16								
11.5	Activity: Prepare final evaluation report	Outside Evaluator	09/30/16	12/31/16								
11.5.1	Task: Provide draft report to Project Director and Executive Committee	Outside Evaluator	09/30/16	10/31/16								
11.5.2	Task: Review, revise and finalize with input and release final version	Outside Evaluator	11/01/16	12/31/16								
11.5.3	<i>Deliverable: Final evaluation report</i>	Outside Evaluator	12/31/16	12/31/16								
11.6	Activity: Assist districts in plans for continuation/sustainability of RTT-D projects	Pamela Raya-Carlton, Evaluation Manager; Outside Evaluator	09/01/15	10/01/16								
11.6.1	Task: Use evaluation results to identify projects with the greatest return on investment, with heavy weighting of impacts on high-need students and closing the achievement gap.	Pamela Raya-Carlton, Evaluation Manager; Outside Evaluator; Executive Committee	09/01/15	12/01/15								
11.6.2	Task: Meet with Consortium and district members to support developing sustainability plans, including discussion of projects or project elements they most want to continue beyond the grant period and identifying ways to reallocate or prioritize funding to pay for ongoing costs, if any.	Outside Evaluator, Pamela Raya-Carlton, Evaluation Manager, Project Leads	01/01/16	04/01/16								
11.6.3	Task: Present funding gaps to the Aligned Funders Group to make regionally smart decisions about how to continue funding.	Jessica de Barros, Project Director; Executive Committee	02/01/16	05/01/16								
11.6.4	Task: Districts write continuation plans	District staff	03/01/16	06/01/16								

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11.6.5	Task: Provide written input on continuation plans	Pamela Raya-Carlton, Evaluation Manager; Outside Evaluator	07/01/16	09/01/16								
11.6.6	<i>Deliverable: District sustainability plans</i>	Pamela Raya-Carlton, Evaluation Manager; Outside Evaluator	10/01/16	10/01/16								