# Evaluating Infrastructure Improvements

## **Session 2 Pre-Work**

## *How are we measuring? Delving deeper into measurement strategies and data sources*

## Tools/Measures/Data Sources for Measuring Infrastructure Improvements

**Instructions:** a) Choose the infrastructure component you are focusing on, b) review the suggested tools under that category and consider if it looks like a tool that you may want to use to measure progress and impact, and c) be prepared to share your thoughts on the next call.

## General Infrastructure/Whole System

* **For capturing changes to the quality of your state infrastructure system component(s) or how they are progressing relative to a quality standard, consider the** [System Framework Self-Assessment Tool](http://ectacenter.org/sysframe/selfassessment.asp) **and** [Comparison Tool.](http://dasycenter.org/self-assessment-comparison-tool/) **You can complete the System Framework for just one component, such as Fiscal, or for multiple components if you are working on improving more than one.** 
  + **See this** [guidance on summarizing and reporting System Framework Self-Assessment Data to demonstrate infrastructure improvements](http://ectacenter.org/~pdfs/sysframe/Reporting_Infrastructure_Improvements_2017-03-03.pdf) **over time. You can also do a one-time rating of the self-assessment to evaluate your infrastructure relative to the quality indicators and elements of quality. See examples in the pre-work section below for what this might look like.**
* **For additional associated resources for the System Framework see**: <http://ectacenter.org/sysframe/resources.asp>

## **Data System**

* **Data System component of the** [System Framework Self-Assessment Tool](http://ectacenter.org/sysframe/selfassessment.asp)
* **If you are focusing on improving your child outcomes measurement system (data quality and/or use) in particular, the** [State Child Outcomes Measurement System (COMS) Framework and Self-Assessment](http://ectacenter.org/eco/assets/docs/selfassessment.doc) **is tailored for that purpose. You can complete it all or select specific sections most relevant to your improvement activities.** 
  + **If you are planning to measure the current status and/or change in child outcomes measurements system at the local level, you may want to consider having local programs complete the** [Local Child Outcomes Measurement System Self-Assessment.](http://ectacenter.org/eco/assets/xls/L-COMS_Self-Assessment.xlsm)
* **If your state uses the Child Outcomes Summary Process (COS) and you would like to assess the extent to which local teams are using quality practices to complete the COS ratings, you could use the** [COS Team Collaboration (COS-TC) Quality Practices Checklist](http://ectacenter.org/eco/pages/costeam.asp)**. This could be easily converted to an online survey as well.**
* **If you are focusing on improving your family outcomes measurement system, the** [State Family Outcomes Measurement System Framework and Self-Assessment](http://ectacenter.org/eco/assets/docs/familyselfassessment.docx) **is tailored for that purpose. It is designed to be completed in total or by using specific sections that are most relevant to your improvement activities.**
* **If you are looking for a way to evaluate data-informed decision making and effective data use at the state and/or local level see the** [Data Usefulness, Capacity, and Culture Self-Assessment](http://www.k12.wa.us/CEDARS/Data/pubdocs/FullToolkit.pdf) **(pages 59-61) from the Washington State District and School Data Team Toolkit. This toolkit was created for K-12, but is applicable and could be easily adapted for Part C or 619. This could be used as a pre/post or annually to look at change over time in local data use or as a more formative assessment to inform work on creating a culture of data use.**

## **Accountability & Quality Improvement (General Supervision)**

* **Accountability & Quality Improvement component of the** [System Framework Self-Assessment Tool](http://ectacenter.org/sysframe/selfassessment.asp)

## **Fiscal**

* **Fiscal component of the** [System Framework Self-Assessment Tool](http://ectacenter.org/sysframe/selfassessment.asp)
* **For additional resources, guidance and templates for budget and fiscal analyses see the DaSy Center’s online, interactive resource,** [Understanding and Using Fiscal Data: A Guide for Part C Staff](http://olms.cte.jhu.edu/olms2/DaSyFinance)**.**

## **Personnel/Workforce (PD/TA)**

* **Personnel/Workforce component of the** [System Framework Self-Assessment Tool](http://ectacenter.org/sysframe/selfassessment.asp)
* For a rubric that can be used to assess the **quality of professional development**, consider the [EITP Quality Professional Development Rubric](http://eiclearinghouse.org/wp-content/uploads/2017/04/SSIP-Appendix.pdf) (see pages 14-16).
* **If you want to assess your state leadership for supporting professional development of evidence-based practices (EBPs), consider the** [State Leadership Team Benchmarks of Quality](http://ectacenter.org/~pdfs/implement_ebp/ECTA_RP_Benchmarks_4-2015.pdf) **from the Reaching Potentials through Recommended Practices (RP2) work, particularly the section on benchmarks for Professional Development.** 
  + **If you want to assess the infrastructure for local program leadership to support EBPs, consider using the** [Benchmarks of Quality for Classroom-Based Programs](http://ectacenter.org/~pdfs/calls/2015/decrp-2015-02-11/Benchmarks_Class.pdf) **or** [Benchmarks of Quality for Home-Visiting Programs](http://ectacenter.org/~pdfs/calls/2015/decrp-2015-02-11/Benchmarks_Home%20Visiting.pdf)**.**
* If you would like to gather data **from coaches** on their self-assessment of their coaching skills, consider the [GVSU Coaching Self-Assessment.](https://www.gvsu.edu/cms4/asset/64CB422A-ED08-43F0-F795CA9DE364B6BE/6._coaching_self_assessment_11-21-06.pdf)
* If you are focusing on improving your PD system to support **inclusion**, you could use the [State Early Childhood Inclusion Self-Assessment](http://ectacenter.org/~pdfs/topics/inclusion/state-inclusion-self-assessment.pdf) – particularly sections 7 and 8.

## **Quality Standards**

* **Quality Standards component of the** [System Framework Self-Assessment Tool](http://ectacenter.org/sysframe/selfassessment.asp)

## **State/Local Governance**

* **Governance component of the** [System Framework Self-Assessment Tool](http://ectacenter.org/sysframe/selfassessment.asp)
* If you are focusing on improving your state and/or local governance to support high-quality **inclusion**, you could use the [State Early Childhood Inclusion Self-Assessment](http://ectacenter.org/~pdfs/topics/inclusion/state-inclusion-self-assessment.pdf) – particularly sections 1-6.
* **If you want to assess your state and local governance for supporting EBPs, consider the** [State Leadership Team Benchmarks of Quality](http://ectacenter.org/~pdfs/implement_ebp/ECTA_RP_Benchmarks_4-2015.pdf) **from the Reaching Potentials through Recommended Practices (RP2) work, particularly the section on benchmarks for the State Leadership Team.** 
  + **If you want to assess the infrastructure for local program leadership to support EBPs, consider using the** [Benchmarks of Quality for Classroom-Based Programs](http://ectacenter.org/~pdfs/calls/2015/decrp-2015-02-11/Benchmarks_Class.pdf) **or** [Benchmarks of Quality for Home-Visiting Programs](http://ectacenter.org/~pdfs/calls/2015/decrp-2015-02-11/Benchmarks_Home%20Visiting.pdf)**.**

## **Collaboration/Stakeholder Engagement**

* For a tool that can be completed by team/workgroup members to **evaluate collaborative group functioning**, consider this [diagnostic tool](http://www.buildinitiative.org/Portals/0/Uploads/Documents/resource-center/community-systems-development/4B%201%20Diagnostic%20Tool%20for%20Evaluating%20Functioning.pdf) from the BUILD Initiative.
* For a tool geared toward understanding the strengths, goals, and areas of growth of an **existing collaborative group/partnership**, consider this [self-assessment](http://www.buildinitiative.org/Portals/0/Uploads/Documents/resource-center/community-systems-development/4B%205%20Self-Assessment%20Self-Identification%20Tool%20Evaluation%20of%20an%20Org.pdf) from the BUILD Initiative.
  + If you want to consider additional options, The BUILD Initiative put together a list of tools for assessing collaboration [here](http://www.buildinitiative.org/Resources/CommunitySystemsDevelopmentToolkit/Section4MeasuringProgressEvaluatingImpact/Section4B.aspx)
* To assess **collaborative leadership skills at the local level**, consider the DEC Recommended Practices [Collaborative Leadership Performance Checklist](http://ectacenter.org/~pdfs/decrp/LDR-1_Leaders_collaborate.pdf).
* **To measure progress in engaging stakeholders, consider completing the** [Leading by Convening Coalescing Around Issues Rubric](http://www.ideapartnership.org/documents/NovUploads/Blueprint%20USB/Bringing%20it%20All/Measuring%20Progress.pptx)**. You can discuss and complete the rubric with your stakeholder group(s) or you can use the text of the rubrics to create an online survey tool to gather responses from a large number of respondents.**

## See next page for Pre-Work

## Pre-Work for Session 2

Please complete one response per state team.

### Specify Your State and Program: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Instructions:** After reviewing the list of tools/data sources for measuring infrastructure improvements, think about if you are already using any of these (or similar) tools and whether any of them may be a good fit to help provide you with information on the progress and impact of your infrastructure improvement(s).

**EXAMPLE:**

Here is an example of what an evaluation plan might look like when using the System Framework Self-Assessment to evaluate improvements to the state in-service professional development.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Outcome Type** | **Outcome** | **Evaluation Question(s)** | **How will we know**  **(Performance Indicator)** | **Measurement/**  **Data Collection Method** | **Timeline/**  **Measurement Intervals** | **Analysis Description** |
| **Example 1 based on 2 or more ratings looking at change over time.** | | | | | | |
| System-Level  Intermediate | The state has an improved PD infrastructure in place for ongoing statewide in-service training and coaching in social-emotional development and evidence-based practices (EBPs) across disciplines. | Has the state PD infrastructure improved to better support ongoing in-service training on EBPs across disciplines? | 90% of the Quality Indicators (Qis) in Personnel/  Workforce Subcomponent 4 (In-service Personnel Development) will increase. | System Framework Self-Assessment on the Personnel Workforce component subcomponent 4 (PN4) | Baseline -2017  Post - 2019 | Compare self-assessment ratings from baseline and post and compute the percent of QI ratings for PN4 that increased. |
| **Example 2 based on one or more ratings relative to a criterion/standard – a baseline or pre-rating not required.** | | | | | | |
| System-Level  Intermediate | The state has an improved PD infrastructure in place for ongoing statewide in-service training and coaching in social-emotional development and evidence-based practices (EBPs) across disciplines. | Has the state PD infrastructure improved to better support ongoing in-service training on EBPs across disciplines? | 90% of the Quality Indicators (Qis) in Personnel/  Workforce Subcomponent 4 (In-service Personnel Development) will have at least 50% of the elements fully implemented by 2018. | System Framework Self-Assessment on the Personnel Workforce component subcomponent 4 (PN4) | Winter 2018  (may complete additional ratings as needed until performance indicator met) | Compute the percent of QI ratings for PN4 that had 50% or more of the elements fully implemented. |

### Which tool(s) are you already using or planning to use to evaluate infrastructure improvements?

* ECTA System Framework Self-Assessment (one or more components – this includes the DaSy Data System component and the ECPC Personnel/Workforce component)
* State Child Outcomes Measurement System Self-Assessment (COMS)
* Local Child Outcomes Measurement System Self-Assessment (L-COMS)
* State Family Outcomes Measurement System Self-Assessment (FOMS)
* Child Outcomes Summary-Teaming Collaboration (COS-TC)
* Washington State District and School Data Team Toolkit Data Usefulness, Capacity, and Culture Self-Assessment
* EITP Quality Professional Development Rubric
* State Leadership Team Benchmarks of Quality (from RP2 work)
* Benchmarks of Quality for Classroom-Based Programs (from RP2 work)
* Benchmarks of Quality for Home Visiting Programs (from RP2 work)
* GVSU Coaching Self-Assessment
* State Early Childhood Inclusion Self-Assessment
* BUILD Initiative Collaborative Functioning Diagnostic Tool
* BUILD Initiative Collaborative Partnership Self-Assessment
* DEC Recommended Practices Collaborative Leadership Performance Checklist
* Leading by Convening Coalescing Around Issues Rubric
* Another tool/measure not listed. Please specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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### Fill in the evaluation table for one infrastructure improvement intended outcome for which you feel your evaluation is strong and/or going well (fill in as much as you can):

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| --- | --- | --- | --- | --- | --- | --- |
| **Outcome Type** | **Outcome** | **Evaluation Question(s)** | **How will we know**  **(Performance Indicator)** | **Measurement/**  **Data Collection Method** | **Timeline/**  **Measurement Intervals** | **Analysis Description** |
|  |  |  |  |  |  |  |

Comments:

### Now fill in the evaluation table for one infrastructure improvement intended outcome for which you are struggling and feel you need to revise or enhance your evaluation.

### When drafting, consider the tools listed above and the S.M.A.R.T. Performance Indicator criteria (Specific, Measurable, Achievable, Relevant, Time-bound).

### Note: You may not know the timeline or analysis description yet. Fill in as much as you can.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Outcome Type** | **Outcome** | **Evaluation Question(s)** | **How will we know**  **(Performance Indicator)** | **Measurement/**  **Data Collection Method** | **Timeline/**  **Measurement Intervals** | **Analysis Description** |
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Comments: