

Written Procedure to Ensure Annual Evaluation of Section 31a Programs

State and Federal Programs are required to be evaluated annually for effectiveness and impact on achievement. A yearly program evaluation will be conducted using the MDE-Approved Evaluation Tool. Not every facet of the program must be evaluated each year.

Process

- The School Improvement Team, with guidance from the Section 31a Director/Director of State and Federal Programs, is responsible for conducting the 31a Program Evaluation per written procedures.
- The School Improvement Team will confirm that the 31a initiatives are aligned with the School Improvement Plan.
- The annual program evaluation shall include the following five (5) parts: impact, readiness, knowledge and skills, opportunity, and implementation with fidelity.
- Each school will use the results of a Section 31a program evaluation to revise the 31a Plan.