Mathematics and Science Partnership Grant

ANNUAL REPORTING REQUIREMENTS

Program Reporting

- USDE Annual Performance Report (APR)
- Local Evaluation Report (LER)
- Participant List (PL)
- Automated Data Exchange (ADE)

USDE APR

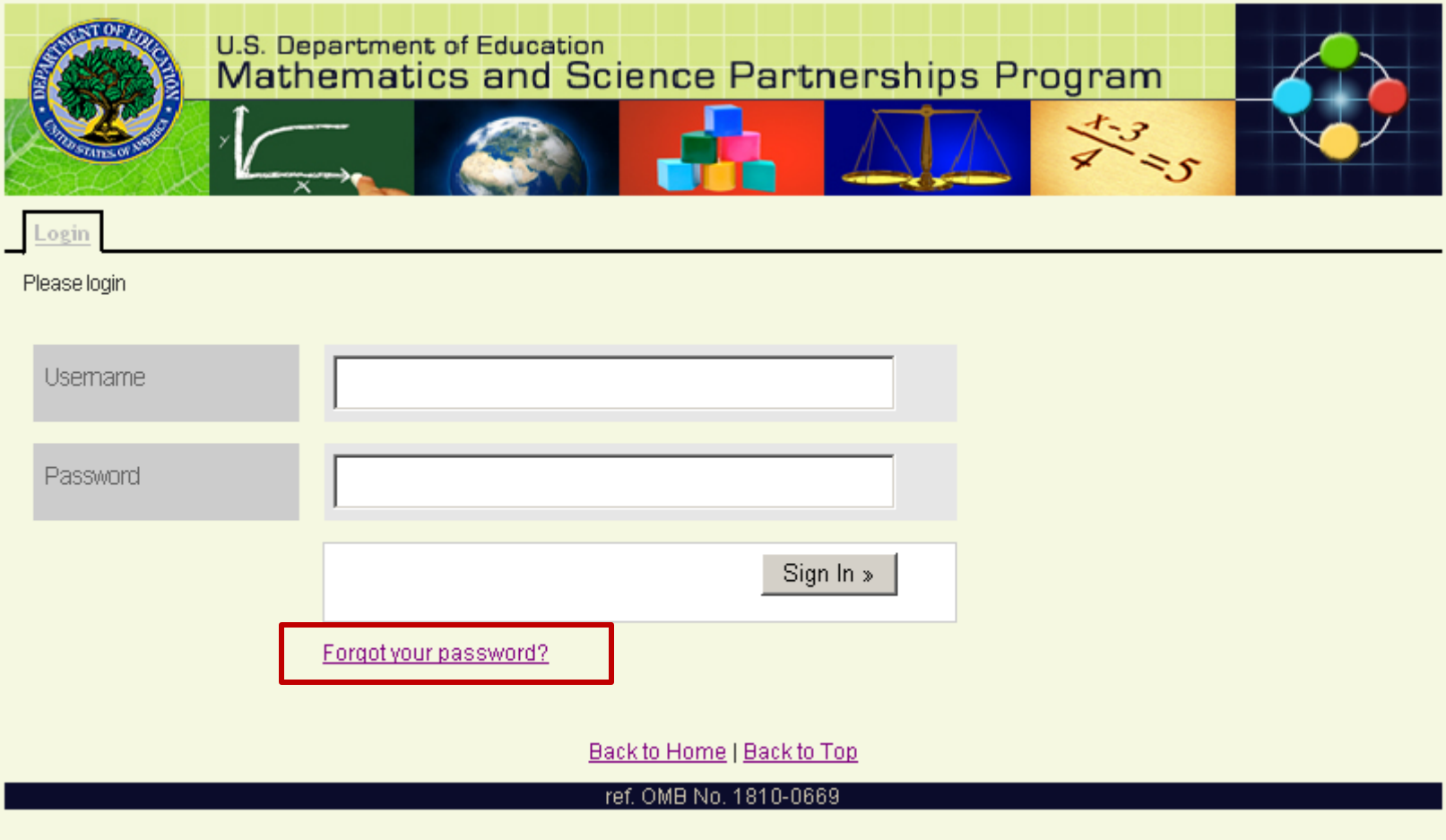
- USDE Annual Performance Report (APR) – "Submitted to State" by September 14, 2012
  - CDE will review and if changes are needed, communicate those back to project director
  - Recommended changes must be made within 10 business days of this communication
- Final submission to USDE by CDE – November 1, 2012

APR Contents

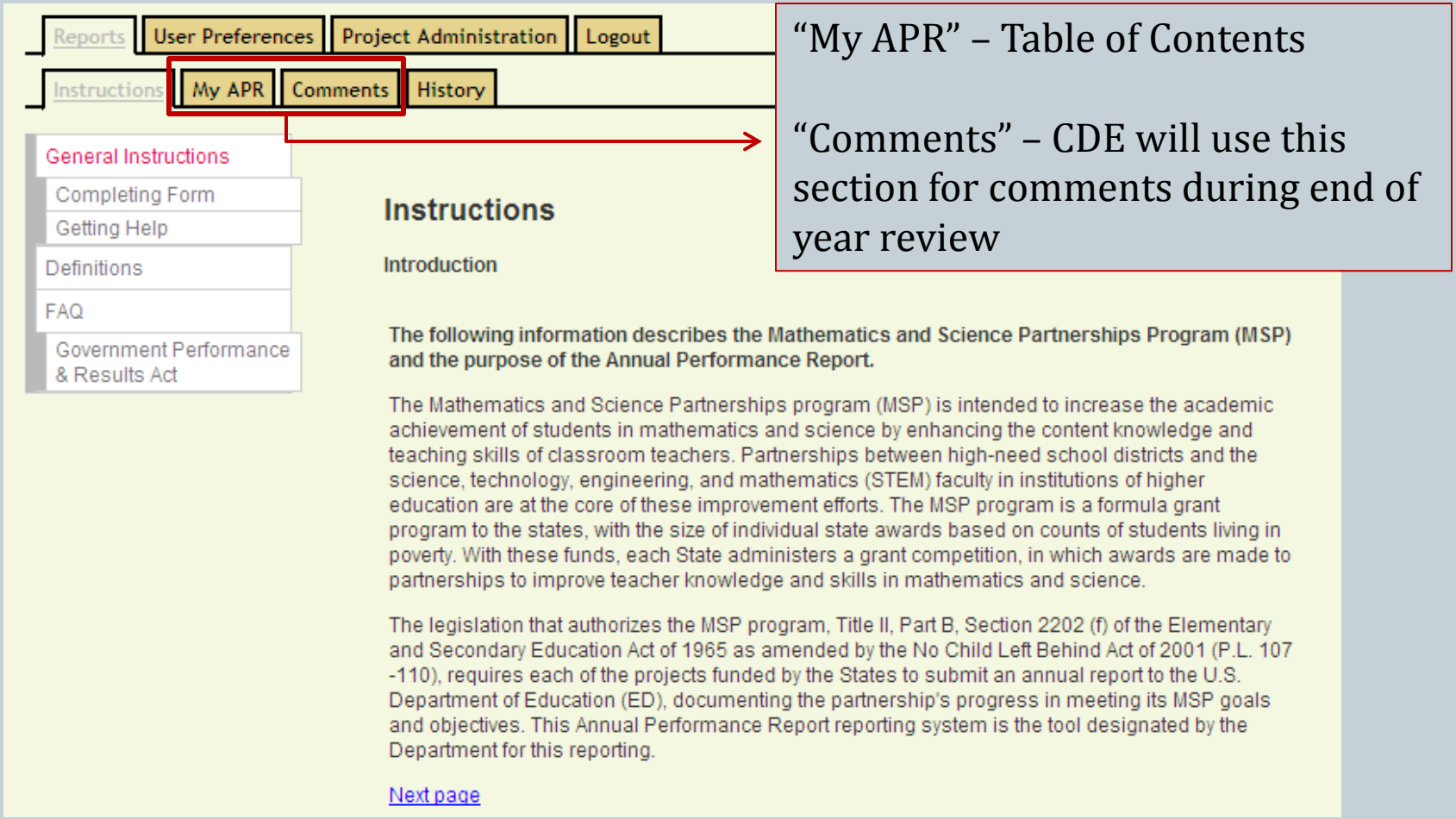
- Section I – MSP Project Information
- Section II – MSP Project Abstract
- Section III – Responsibilities
- Section IV – PD Participants
- Section V – PD Models
- Section VI – PD Content
- Section VII – Program Evaluation
- Section VIII – GPRA Indicators
- Section IX – Lessons Learned
- Section X – State Review
- Section XI – Attached Supplementary Documents

Accessing APR

http://apr.ed-msp.net/users/login



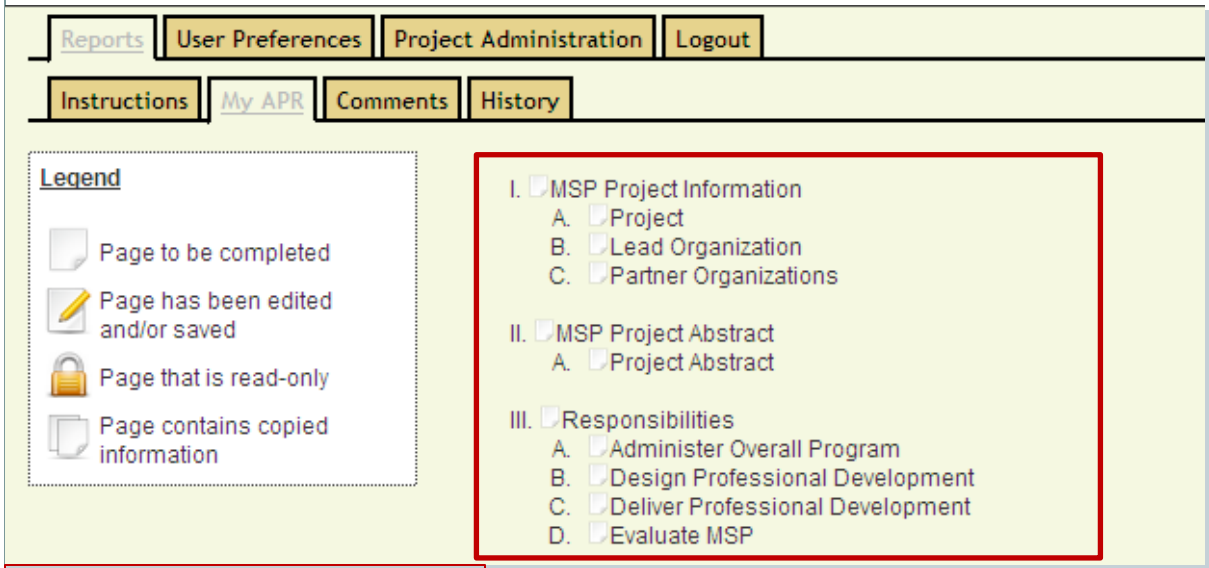
Navigating APR

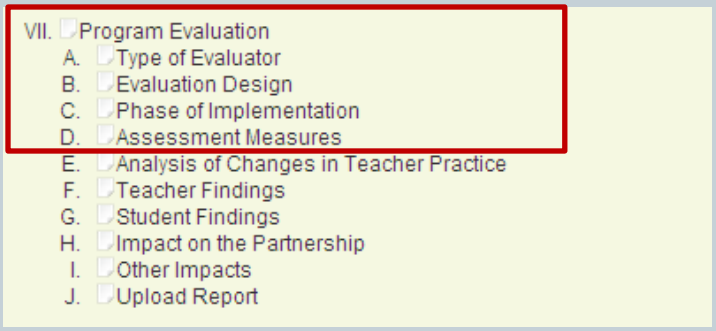


"My APR" – Table of Contents

"Comments" – CDE will use this section for comments during end of year review

Sections for Mid-Year Check





I. MSP Project Information
- A. Project
- B. Lead Organization
- C. Partner Organizations

II. MSP Project Abstract
- A. Project Abstract

III. Responsibilities
- A. Administer Overall Program
- B. Design Professional Development
- C. Deliver Professional Development
- D. Evaluate MSP

VII. Program Evaluation
- A. Type of Evaluator
- B. Evaluation Design
- C. Phase of Implementation
- D. Assessment Measures

I. MSP Project Information

C. Partner Organizations

C. Partner Organizations

In this section of the report, you will include information about all partner organizations, including the lead organization, for your MSP project. For each participating organization, you will enter descriptive information. When you are ready to begin entering information about your partner organization(s), click "Add Project Partner". A blank form requesting descriptive information about your partner organization will open. When you have entered the information about your partner organization, click the "Save Report" button at the bottom of the page. You will then see that your partner organization is listed on this page, and you will receive a prompt to notify you that the report was successfully updated. The prompt will also contain two links. Choose "next" to proceed to the following section of the report or choose "more partners" to enter information about an additional partner. You can also add information about a new partner by clicking "Add Project Partner" in the box below. To edit or delete information about the project partner, click on the "Edit" or "Delete" button next to each organization listed on this page.

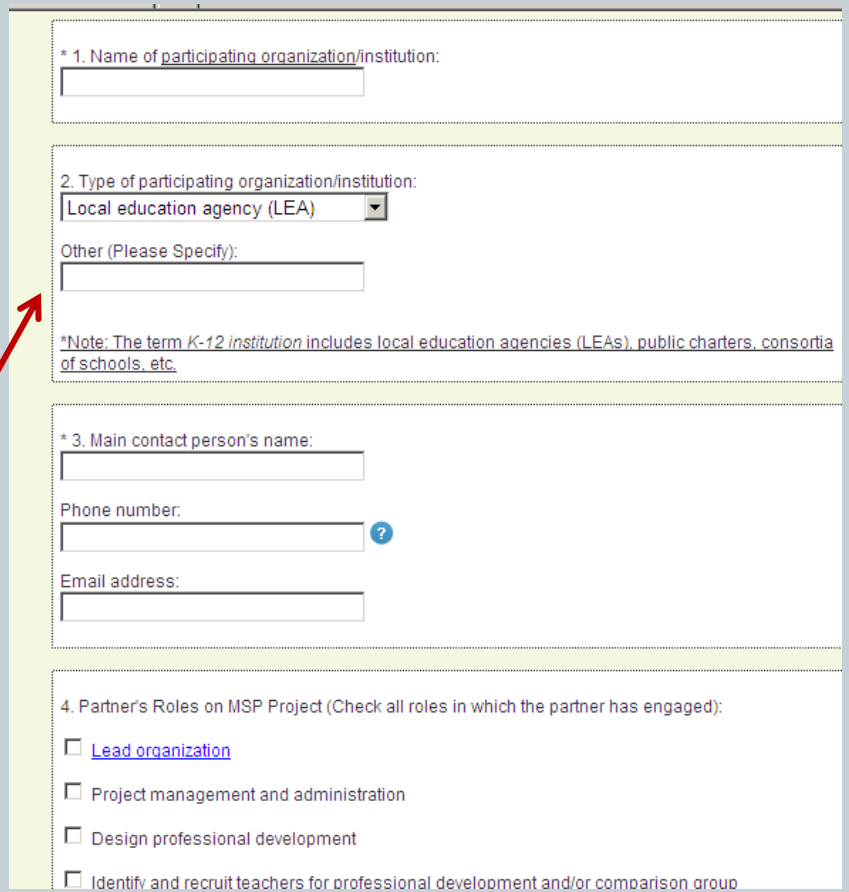
Be sure to click "Save Report" button after entering information for each project partner.

When all of your partner organizations appear in the list on this page, and all information has been included about each partner, you have completed this section of the report.

List of project partner forms

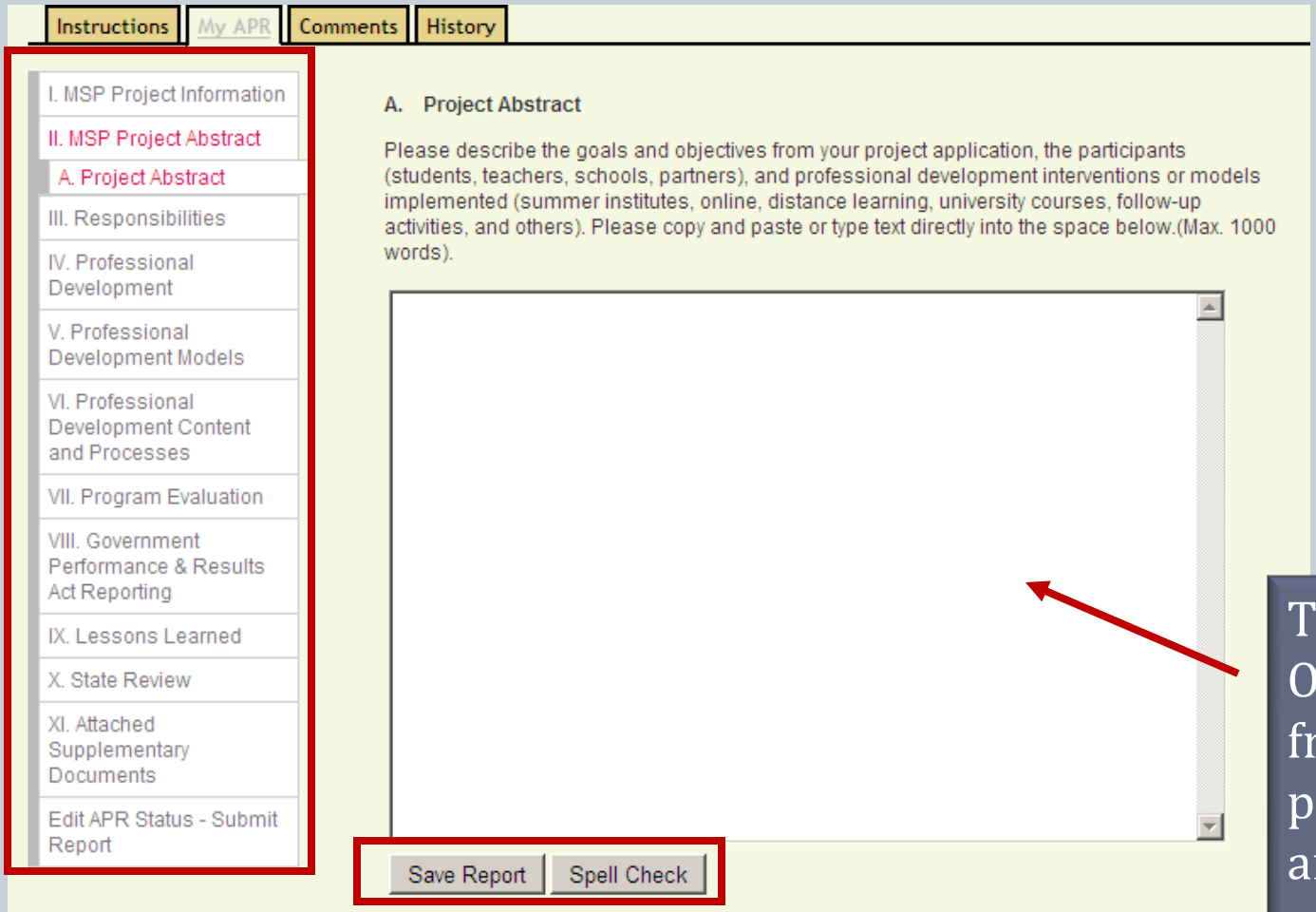
There are no project partner forms.

To report an additional project partner form, please use this link: Add Project Partner



Complete form for all project partners

APR Narrative Boxes



Type directly in box OR Copy and paste from RFP or other project document and then update the paragraph

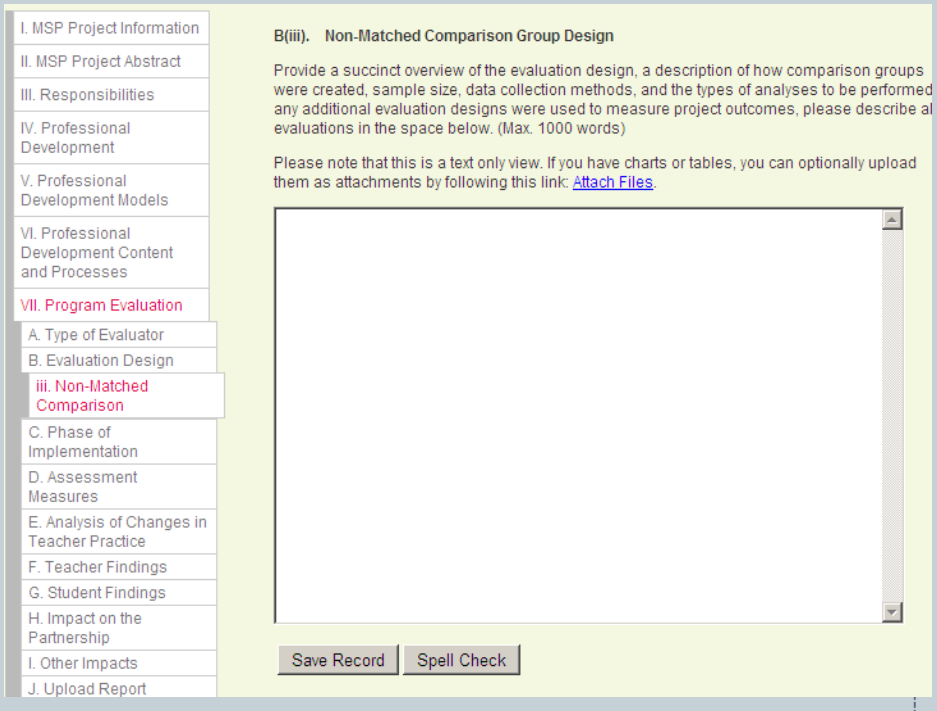
VII. Program Evaluation

B. Evaluation Design

Select the evaluation design that is the best match for your project, then click "Save Report"

VII. Program Evaluation

B. Evaluation Design



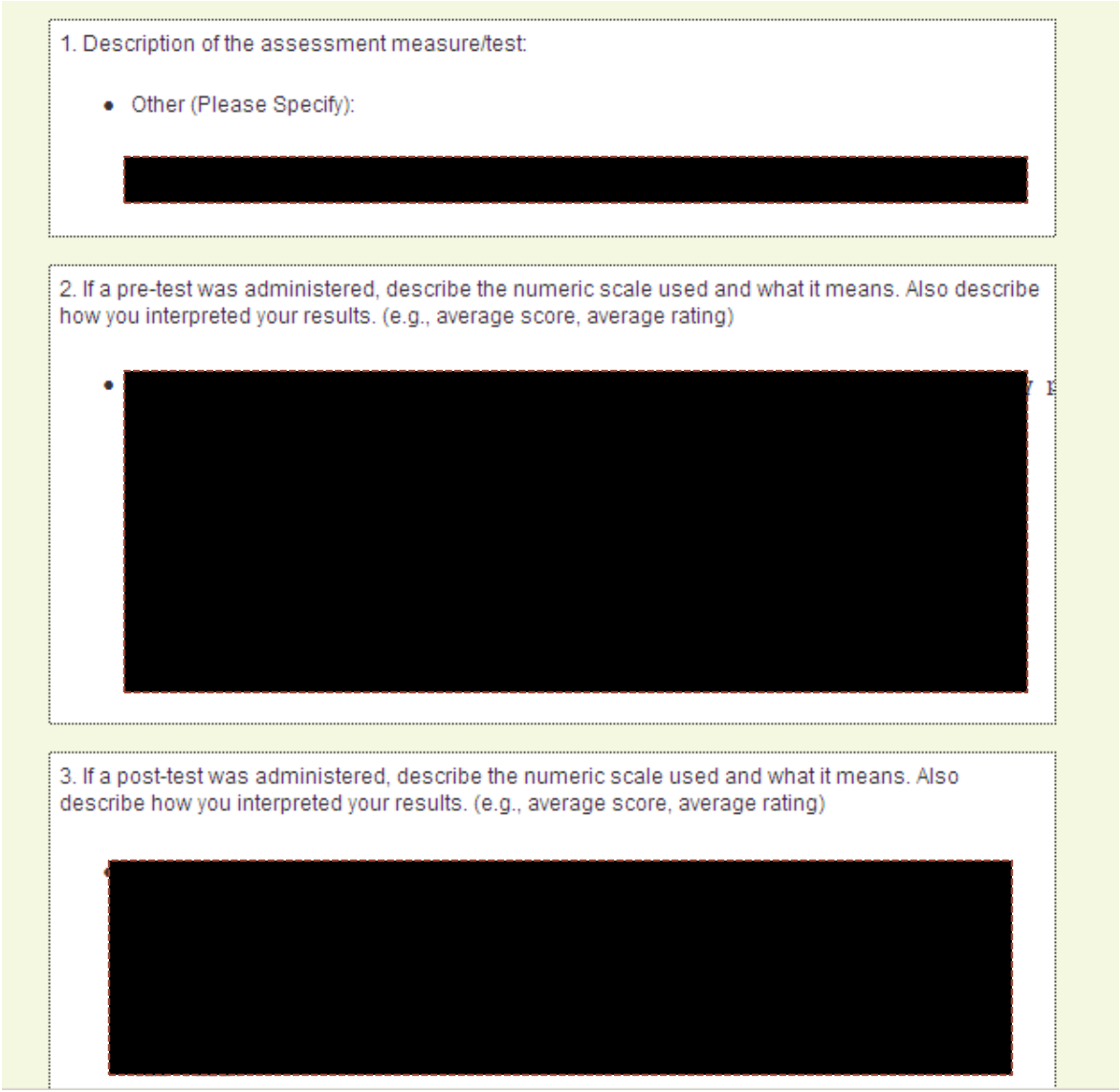
- The purpose of this section is to provide an overview of the ***evaluation design***
- Questions are customized by type of design chosen

Assessment Measures

Section VII-D

Information needs to be included for all 3 boxes:

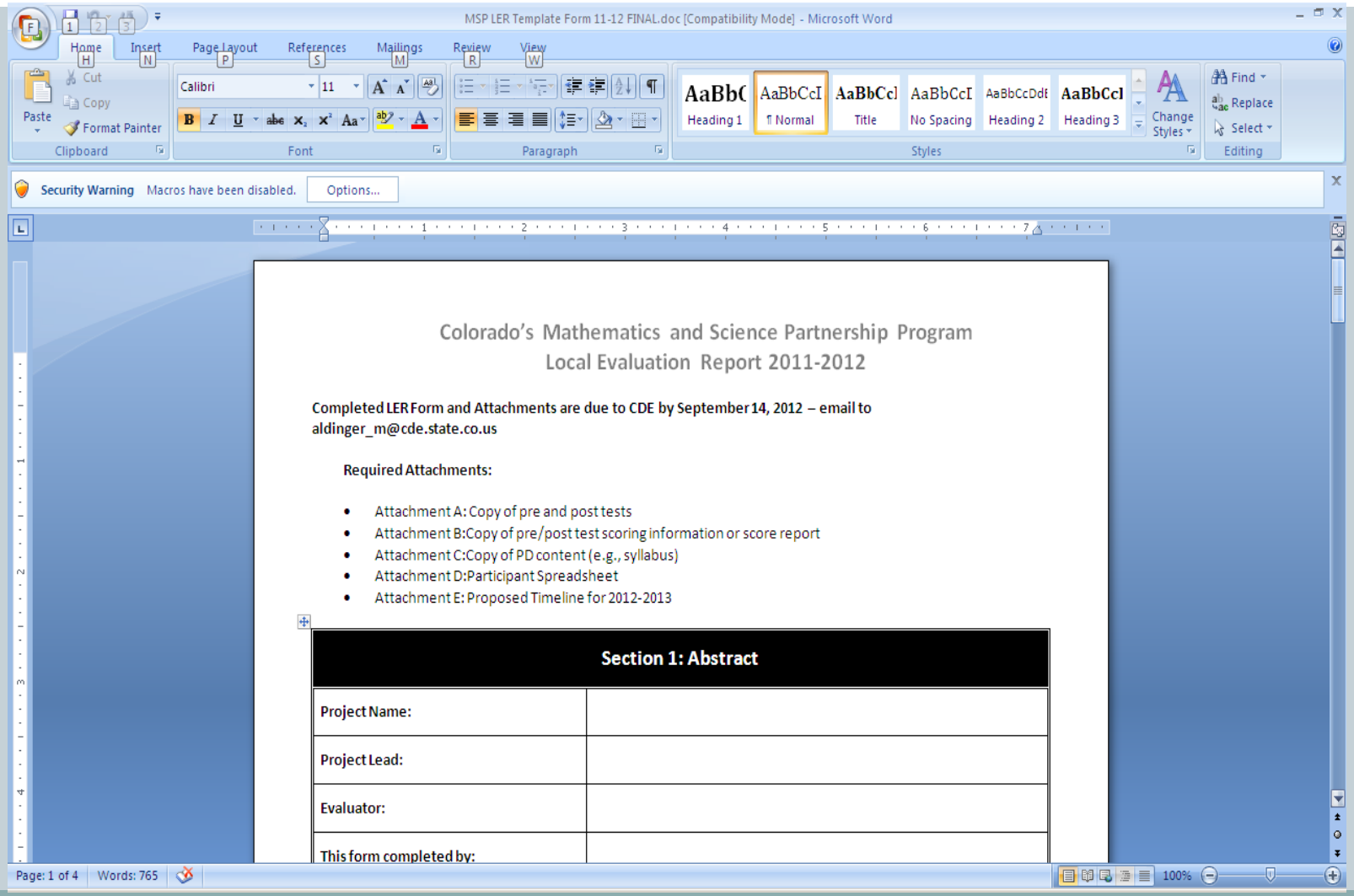
1. Description of the assessment
2. Description of results for pre-test (or how results will be interpreted)
3. Description of results for post-test (or how results will be interpreted)



Local Evaluation Report

- MSP Participant List
- Copy of the pre-post test
- Copy of the pre-post test scoring information -- score report or scoring information
- Professional Development Content – course syllabus for each course offered
- Template
  - http://www.cde.state.co.us/FedPrograms/tii/b.asp

LER Template



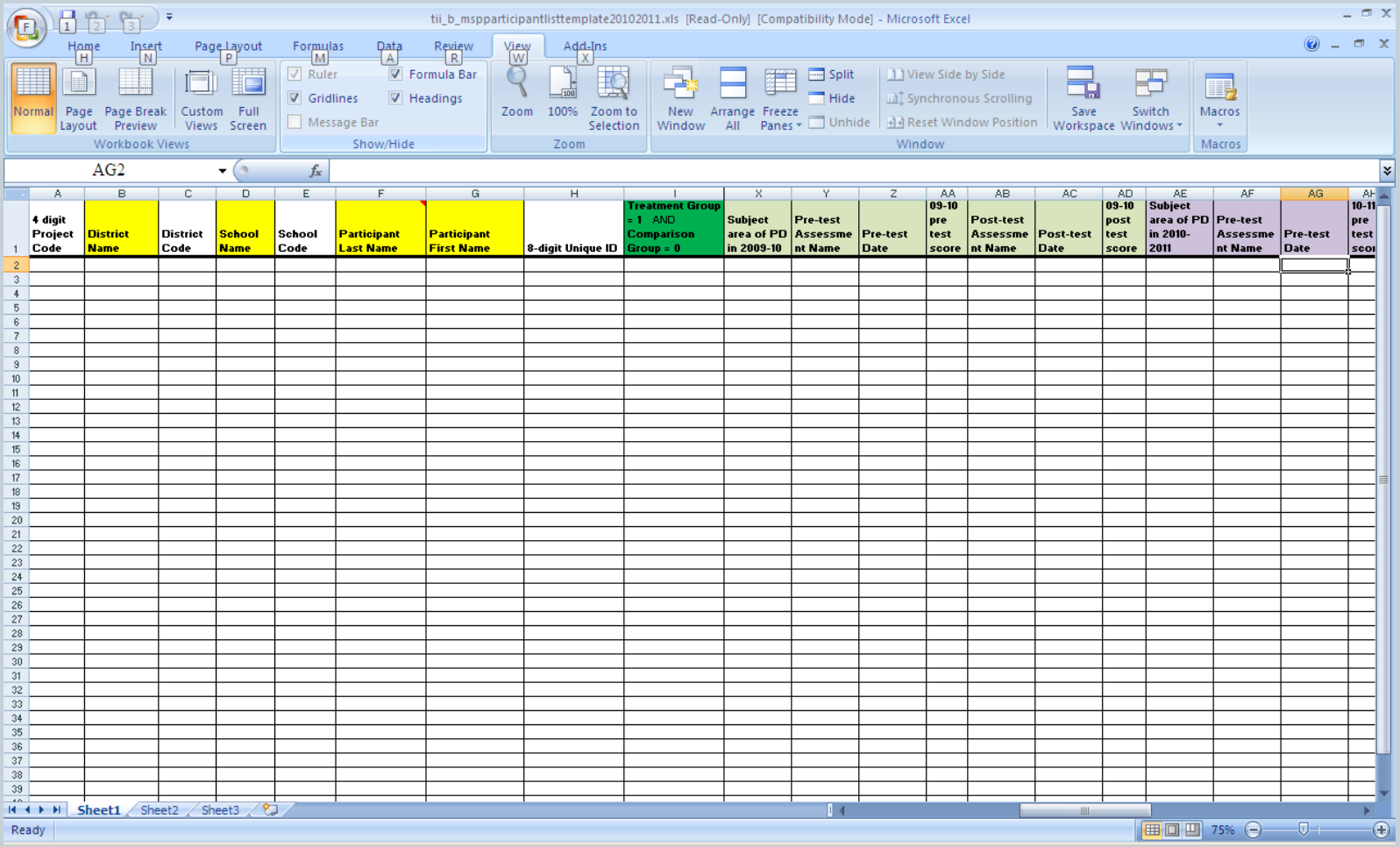
Successful Evaluations

- Set measurable objectives
  - Concise, Detailed, Achievable
- Measure impact of program on students and teachers (changes in classroom practices and content knowledge)
- Measure impact of program on all partners
- Know in advance which measures to use
  - Relevant
  - Valid and reliable
  - Available from all partners (i.e., student data)
  - Corroborating evidence

MSP Participant List

- Spreadsheet of all participants with pre and post test scores
- Include all participating teachers, even those with no pre-post scores
- Include all control group teachers
- Maintain list for all 3 years of the grant
- Template
  - http://www.cde.state.co.us/FedPrograms/tii/b.asp

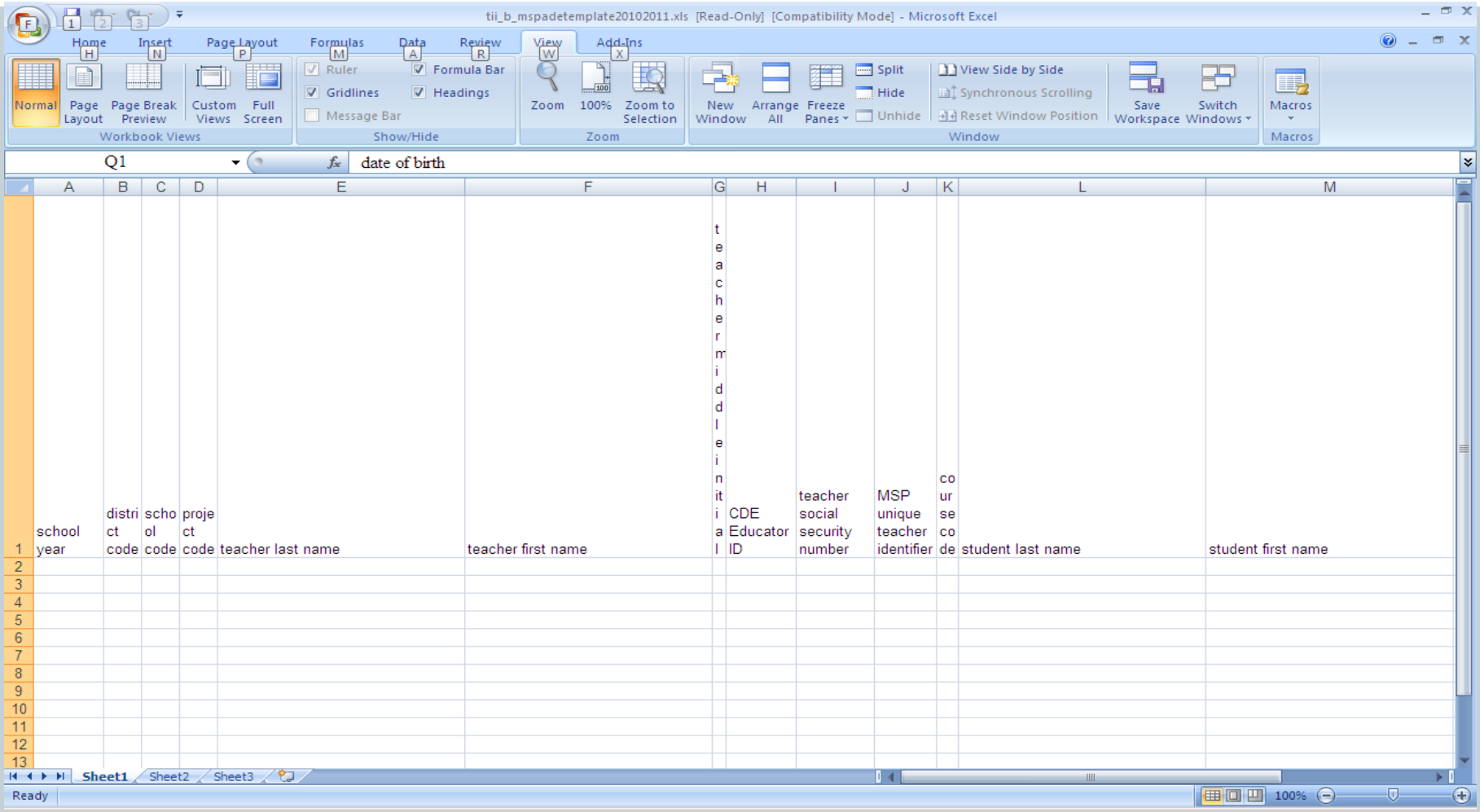
PL


tii_b_mspparticipantlisttemplate20102011.xls [Read-Only] [Compatibility Mode] - Microsoft Excel
Home
Insert
Page Layout
Formulas
Data
Review
View
Add-Ins
Normal
Page Layout
Page Break Preview
Custom Views
Full Screen
Workbook Views
Ruler
Gridlines
Message Bar
Formula Bar
Headings
Show/Hide
Zoom
100%
Zoom to Selection
New Window
Arrange All
Freeze Panes
Split
Hide
Unhide
View Side by Side
Synchronous Scrolling
Reset Window Position
Save Workspace
Switch Windows
Window
Macros
AG2
4 digit Project Code
District Name
District Code
School Name
School Code
Participant Last Name
Participant First Name
8-digit Unique ID
Treatment Group = 1 AND Comparison Group = 0
Subject area of PD in 2009-10
Pre-test Assessment Name
Pre-test Date
09-10 pre test score
Post-test Assessment Name
Post-test Date
09-10 post test score
Subject area of PD in 2010-2011
Pre-test Assessment Name
Pre-test Date
Sheet1
Sheet2
Sheet3
Ready
75%

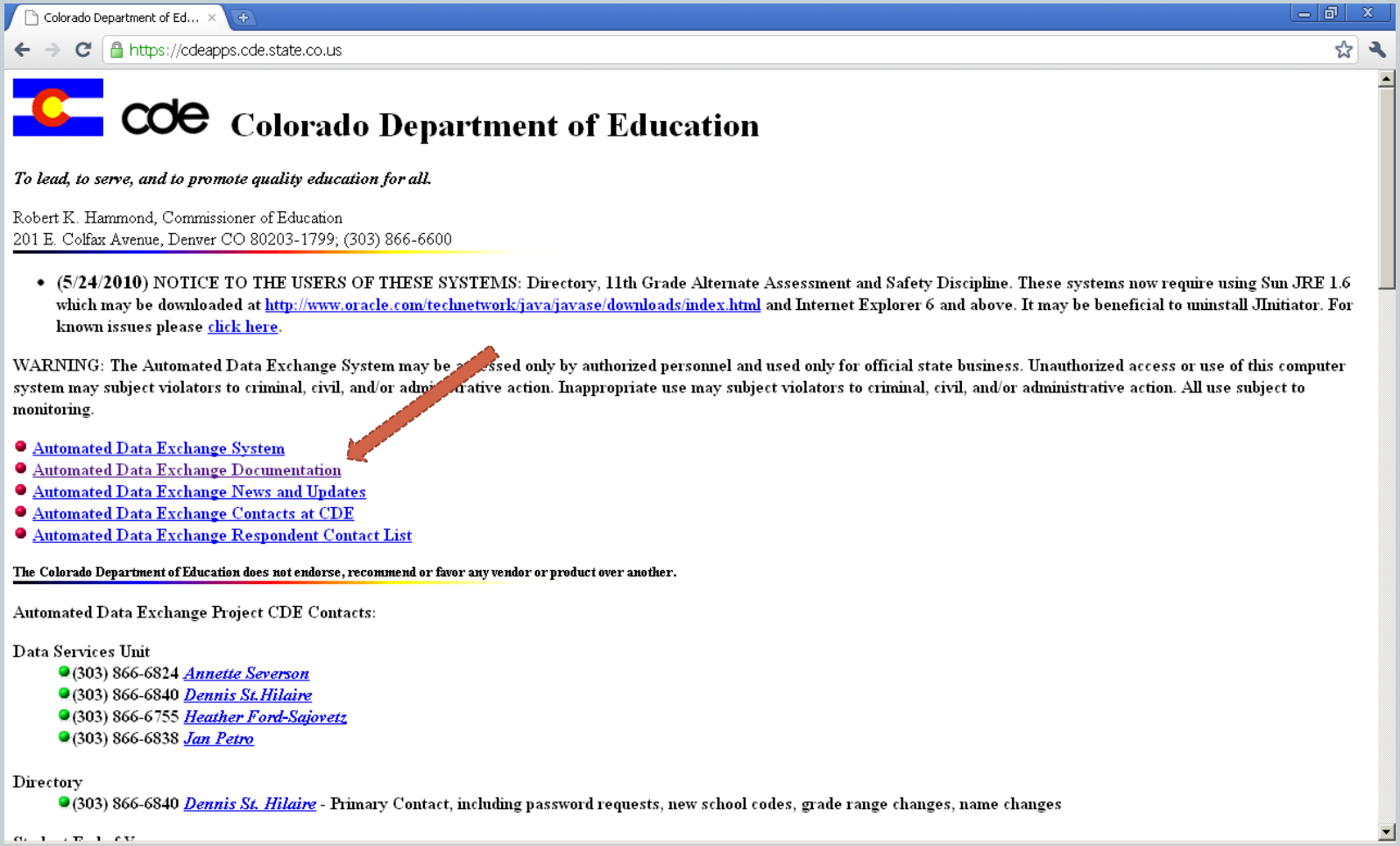
Automated Data Exchange

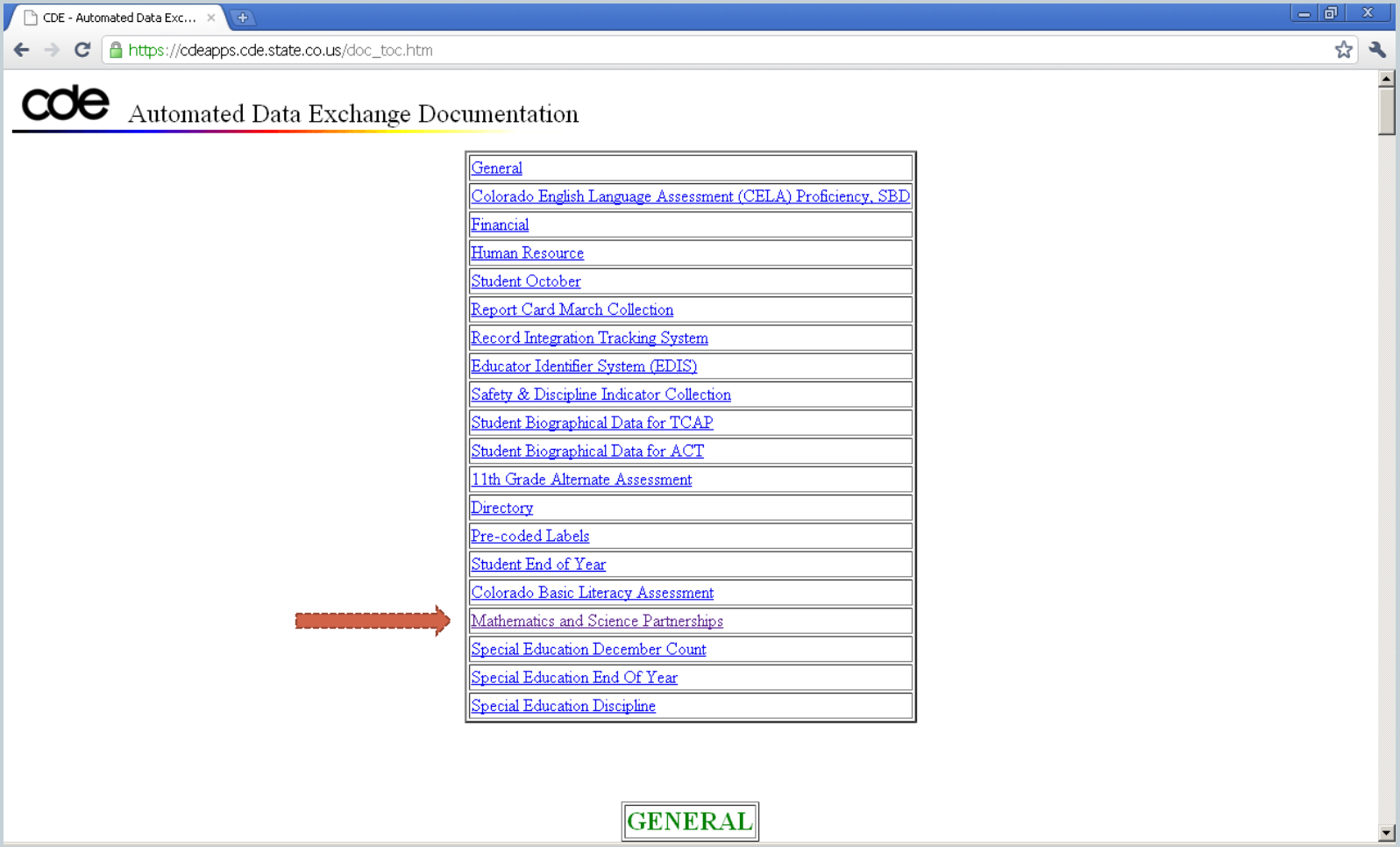
- 18 variables: District ➔ Student level data
  - School year
  - District & School Information (code)
  - Project Code
  - Teacher Information (name, SSN, ED-ID, unique ID, course code)
  - Student Information (name, SASID, gender, race, & DOB)
- ADE - https://cdeapps.cde.state.co.us/doc_toc.htm#msp
- ADE Data Required Elements – File Layout
  - https://cdeapps.cde.state.co.us/appendix_b_msp_filelayout.htm
- ADE Data Elements and Definitions
  - https://cdeapps.cde.state.co.us/appendix_mspdefs.htm
- ADE Template
  - http://www.cde.state.co.us/FedPrograms/tii/b.asp

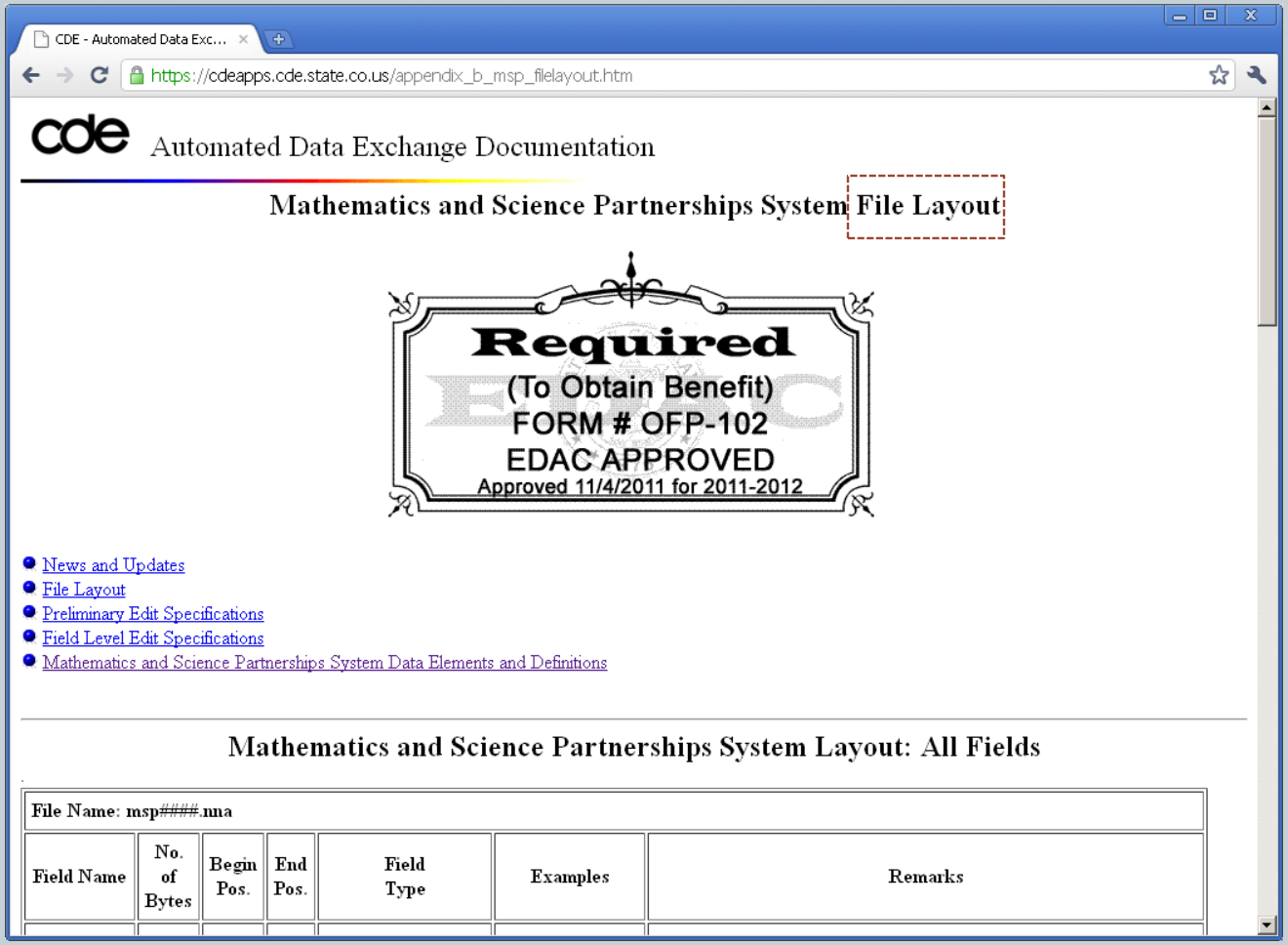
ADE Data Template



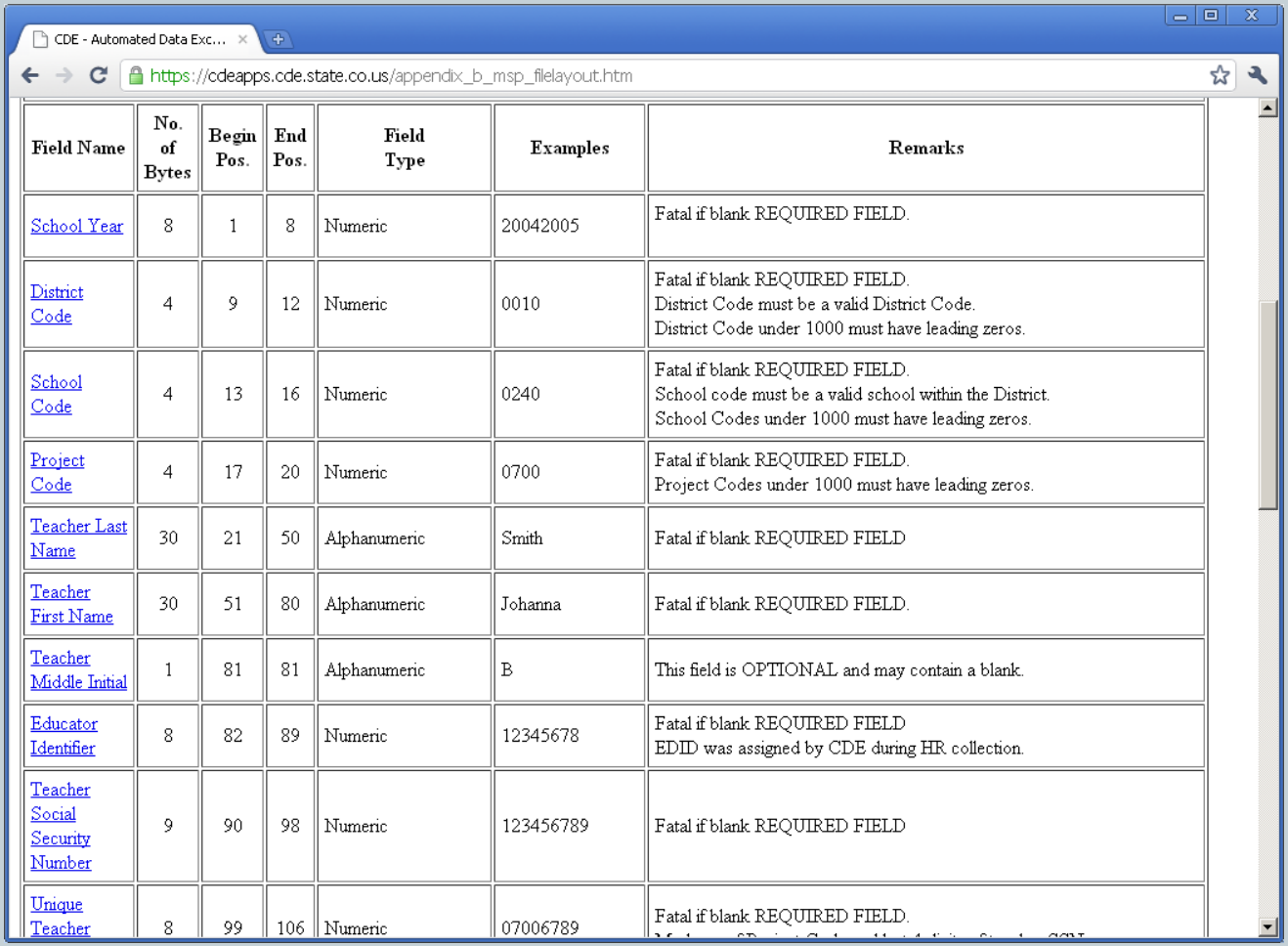
	A	B	C	D	E	F	G	H	I	J	K	L	M
1	school year	district code	school code	project code	teacher last name	teacher first name	teacher middle initial	CDE Educator ID	teacher social security number	MSP unique teacher identifier	course code	student last name	student first name
2													
3													
4													
5													
6													
7													
8													
9													
10													
11													
12													
13													


Colorado Department of Ed...
https://cdeapps.cde.state.co.us
Colorado Department of Education
To lead, to serve, and to promote quality education for all.
Robert K. Hammond, Commissioner of Education
201 E. Colfax Avenue, Denver CO 80203-1799; (303) 866-6600
(5/24/2010) NOTICE TO THE USERS OF THESE SYSTEMS: Directory, 11th Grade Alternate Assessment and Safety Discipline. These systems now require using Sun JRE 1.6 which may be downloaded at http://www.oracle.com/technetwork/java/javase/downloads/index.html and Internet Explorer 6 and above. It may be beneficial to uninstall JInitiator. For known issues please click here.
WARNING: The Automated Data Exchange System may be accessed only by authorized personnel and used only for official state business. Unauthorized access or use of this computer system may subject violators to criminal, civil, and/or administrative action. Inappropriate use may subject violators to criminal, civil, and/or administrative action. All use subject to monitoring.
Automated Data Exchange System
Automated Data Exchange Documentation
Automated Data Exchange News and Updates
Automated Data Exchange Contacts at CDE
Automated Data Exchange Respondent Contact List
The Colorado Department of Education does not endorse, recommend or favor any vendor or product over another.
Automated Data Exchange Project CDE Contacts:
Data Services Unit
(303) 866-6824 Annette Severson
(303) 866-6840 Dennis St.Hilaire
(303) 866-6755 Heather Ford-Sajovetz
(303) 866-6838 Jan Petro
Directory
(303) 866-6840 Dennis St. Hilaire - Primary Contact, including password requests, new school codes, grade range changes, name changes


CDE - Automated Data Exc...
https://cdeapps.cde.state.co.us/doc_toc.htm
cde
Automated Data Exchange Documentation
General
Colorado English Language Assessment (CELA) Proficiency, SBD
Financial
Human Resource
Student October
Report Card March Collection
Record Integration Tracking System
Educator Identifier System (EDIS)
Safety & Discipline Indicator Collection
Student Biographical Data for TCAP
Student Biographical Data for ACT
11th Grade Alternate Assessment
Directory
Pre-coded Labels
Student End of Year
Colorado Basic Literacy Assessment
Mathematics and Science Partnerships
Special Education December Count
Special Education End Of Year
Special Education Discipline
GENERAL

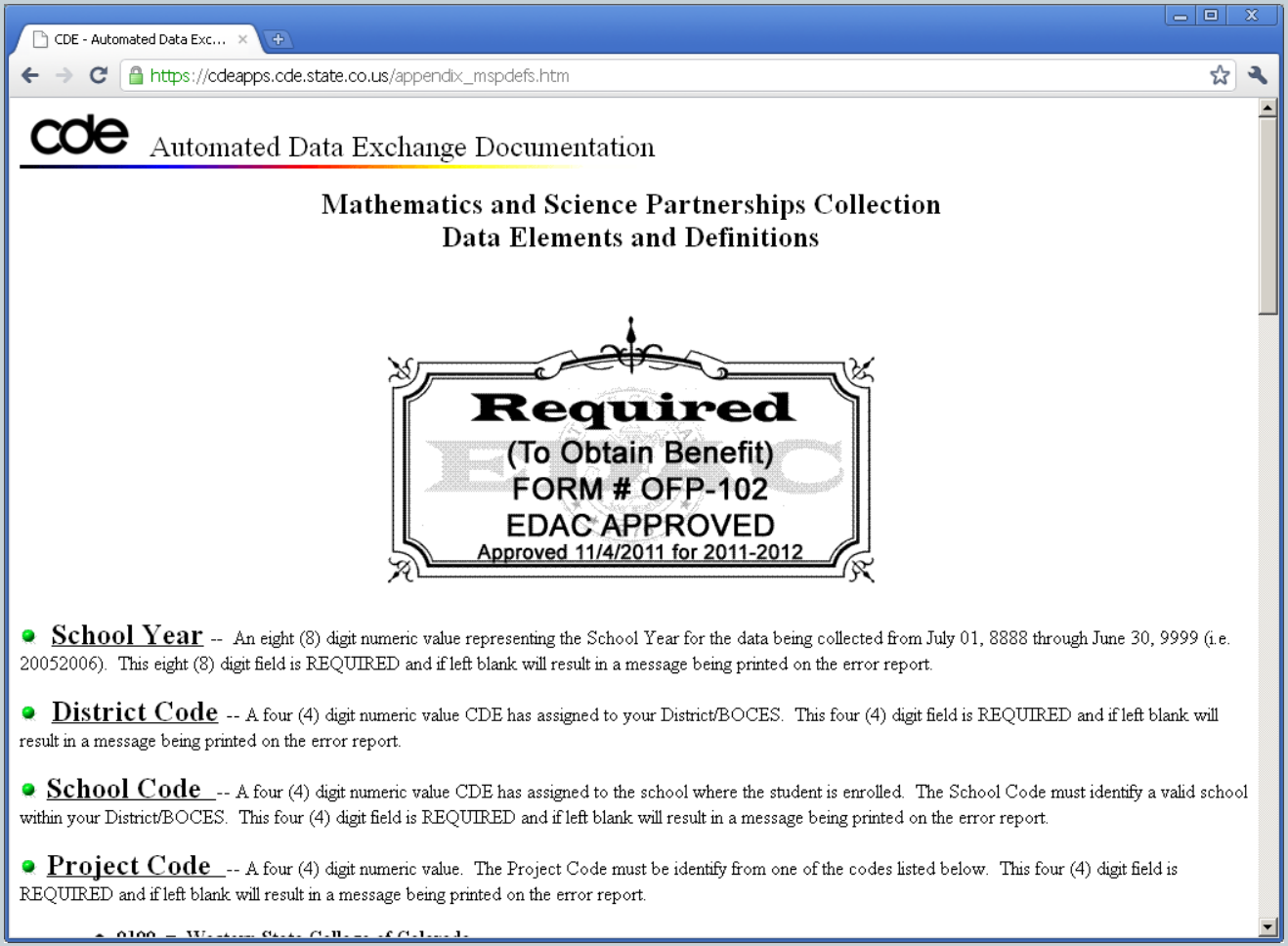

CDE - Automated Data Exc...
https://cdeapps.cde.state.co.us/appendix_b_msp_filelayout.htm
cde
Automated Data Exchange Documentation
Mathematics and Science Partnerships System File Layout
Required
(To Obtain Benefit)
FORM # OFP-102
EDAC APPROVED
Approved 11/4/2011 for 2011-2012
News and Updates
File Layout
Preliminary Edit Specifications
Field Level Edit Specifications
Mathematics and Science Partnerships System Data Elements and Definitions
Mathematics and Science Partnerships System Layout: All Fields
File Name: msp####.mna
Field Name
No. of Bytes
Begin Pos.
End Pos.
Field Type
Examples
Remarks

Details needed to set up the file



Field Name	No. of Bytes	Begin Pos.	End Pos.	Field Type	Examples	Remarks
School Year	8	1	8	Numeric	20042005	Fatal if blank REQUIRED FIELD.
District Code	4	9	12	Numeric	0010	Fatal if blank REQUIRED FIELD. District Code must be a valid District Code. District Code under 1000 must have leading zeros.
School Code	4	13	16	Numeric	0240	Fatal if blank REQUIRED FIELD. School code must be a valid school within the District. School Codes under 1000 must have leading zeros.
Project Code	4	17	20	Numeric	0700	Fatal if blank REQUIRED FIELD. Project Codes under 1000 must have leading zeros.
Teacher Last Name	30	21	50	Alphanumeric	Smith	Fatal if blank REQUIRED FIELD
Teacher First Name	30	51	80	Alphanumeric	Johanna	Fatal if blank REQUIRED FIELD.
Teacher Middle Initial	1	81	81	Alphanumeric	B	This field is OPTIONAL and may contain a blank.
Educator Identifier	8	82	89	Numeric	12345678	Fatal if blank REQUIRED FIELD EDID was assigned by CDE during HR collection.
Teacher Social Security Number	9	90	98	Numeric	123456789	Fatal if blank REQUIRED FIELD
Unique Teacher	8	99	106	Numeric	07006789	Fatal if blank REQUIRED FIELD.

Defines each element



ADE Collection

- Include all teachers participating in either math or science PD (all partner districts and schools) and all control group teachers
- Include all students in the teacher's class during the current academic year
  - Only students in courses directly related to PD

ADE - Teachers

- Include all participating teachers (all partner districts and schools)
  - *All teacher participants from all years (even if not participating this year)*

- Include all teachers on participant list
- Submit ADE data for all teachers

District	School	Last name	First Name	09-10	10-11	11-12
District A	MS1	Smith	Sarah	Math	NA	NA
District A	MS1	Jones	Allan	Math	Math	NA
District B	MS2	Carson	Jason	NA	Math	Math
District C	MS3	Simms	Lisa	NA	NA	Math

ADE - Students

- Include all students in the teacher's class during the current academic year
  - Only students in courses directly related to PD
    - Teacher participated in math PD and teaches math and science – only include students from the teacher's math classes
    - Teacher participated in science PD and teaches science and English – only include students from the teacher's science classes

Questions

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Eric Young
303-866-4571
Young_e@cde.state.co.us