

Superintendent Procedure 2090SP

District Educational Research and Program Evaluation

Approved by: s/Dr. Brent C. Jones Date: 3/21/22

Dr. Brent C. Jones, Superintendent

This procedure outlines the manner in which Seattle Public Schools will prioritize projects for inclusion in the **Annual District Educational Research and Program Evaluation Work Plan** in accordance with Policy 2090. It also provides greater detail into the types of research and evaluations conducted and development of the Annual Plan. Policy 2090 and this Superintendent Procedure apply to projects that are part of the District's internal research agenda. Policies and procedures for external research projects are outlined in Policy 4280 and 4280SP, Research Review, and Policy 3232 and 3232SP, Parent & Student Rights in Administration of Surveys, Analysis or Evaluations.

A. Definitions

Evaluations: In accordance with the definitions provided in 2200SP, evaluation studies may involve Basic Education, Services, Programs, Curricular Focuses, and/or Schools. These studies may include: descriptive summaries of specific District programs, implementation analyses, descriptive reporting on student outcomes, and educational impact analyses. Evaluations will be conducted in accordance with the American Evaluation Association's Guiding Principles for Evaluators (AEA, 2013).

Strategic Research: Strategic research is in-depth inquiry into broader areas of educational focus not limited to specific programs or services, but which contribute to program planning and/or policy development. Examples may include reviews of strategies in place in schools across the District, best practices research to inform school and District improvement, and analysis of data trends and outcomes for groups of students.

B. Process Overview

In accordance with Policy 2090, the District will develop an annual District Educational Research and Program Evaluation Plan ("Annual Plan") for program evaluation and research. The Annual Plan will include varying types of proposed evaluations and strategic research that are aligned to the major goals and objectives of the District Strategic Plan or other identified District priorities, major resource commitments, or gaps in understanding to inform planning and decision making.

C. Identification of Programs for Evaluation

To develop the Annual Plan, a process will be followed to examine and prioritize District evaluation and strategic research projects. The steps in this process are detailed below:

Step 1. The Research & Evaluation department will identify evaluation and strategic research projects for potential inclusion within the Annual Plan. In prioritizing projects for inclusion in the Work plan, R&E will consider project feasibility; alignment to district educational priorities; equity analysis; and alignment to specific District processes for planning and decision-making. The following information will be included for each potential project:

- Project Team and Sponsorship
- Description of Project
- Objectives and Research Questions
- Project Design and Methodology
- Timeline and Deliverables

Step 2. Research & Evaluation will engage District leadership and staff to review the prospective list of projects and identify priority areas.

Step 3. District staff and leaders will calibrate the Annual Plan to available District resources. Considerations include:

- Funding and staffing availability to support research and evaluation projects, including internal and external sources of funding
- Scope of each study
- Duration of each study
- Depth of inquiry for each study
- Whether each study will be conducted by District staff (internal), by contracted researchers (external), or as part of a research partnership with higher education researchers

D. Timeline

The timeline for the development and confirmation of the Annual Plan is as follows:

- Winter: Annual planning process for the next school year begins, including identifying prospective projects (Steps 1 and 2 of the above guidelines);
- Spring: Formal development of Annual Plan, including calibration to projected available resources in the next school year (Step 3)

Approved: December 2011

Revised: March 2022; December 2018

Cross Reference: Policy No. 2090, Policy No. 2200, 2200SP