

**LOOKING CRITICALLY AT YOUR SLC EVALUATION REPORT:
Checklist 1 (to Look at the Content of your Evaluation Report)**

Issues that an Implementation Evaluation Report might address:	Is this information provided in your report? Check if yes.	Source of data? Who is it collected from? What methods are used to collect the data?	Usefulness of the information How will it be used? Who will find it most useful?	Should you request this in next evaluation? Check if yes.	I need tools to help us collect this type of info. Check if yes.
District support for the SLC project					
Level of staff commitment to SLCs: <ul style="list-style-type: none"> • Is the data collected by school? • Does the report explain the level of commitment? 					
Student Attitudes toward SLCs					
How equal are the different SLC s in the schools? (equal level of challenge, comparable students/staff SLC)					

**LOOKING CRITICALLY AT YOUR SLC EVALUATION REPORT:
Checklist 1 (to Look at the Content of your Evaluation Report) cont.**

Issues that an Implementation Evaluation Report might address:	Is this information provided in your report? Check if yes.	Source of data? Who is it collected from? What methods are used to collect the data?	Usefulness of the information How will it be used? Who will find it most useful?	Should you request this in next evaluation? Check if yes.	I need tools to help us collect this type of info. Check if yes.
Functioning and effectiveness of teacher teams					
Does the report instructional change/impact in the classrooms?					
Are there other topics that grantees have found useful in their reports?					

**LOOKING CRITICALLY AT YOUR SLC EVALUATION REPORT:
Checklist 2 Looks at the Characteristics of your Evaluation Report**

Characteristics that make an evaluation report more useable.	How do you rate your evaluation report on this characteristic? High, Medium or Low	If low, how can this be improved?
Effective in communicating to school personnel (see checklist 3)		
Compares grant goals and objectives with accomplishments		
Uses a variety of data		
Uses charts and graphs to display data		
Examines "Early Indicators" related to student outcomes		
Provides feedback that is "actionable"		
Directs recommendations to specific audiences		
Explains the evaluation approach/ methodology		

**LOOKING CRITICALLY AT YOUR SLC EVALUATION REPORT:
Checklist 3 helps you determine how your Evaluation Report should be shared.**

Communicating Evaluation Results (Identify key groups for sharing your evaluation results)

Stakeholder group/individual	Strategy for sharing evaluation (hold meeting, send report out, prepare targeted presentation) Sections you would highlight for each strategy	What do you expect stakeholders to do with the information they receive?
Principals		
Teachers		
Students		
Parents		
Community		
School Board		