

BEST Evaluation Overview and Instructions

In order to monitor implementation and determine outcomes, CalSTAT conducts an ongoing evaluation of the BEST project, with support from BEST sites, using the following evaluation instruments:

1. SPR/Behavior Incidence Data (BID), reported to CalSTAT annually
2. Team Implementation Checklist (TIC), using the new BEST TIC Charting program to record responses and generate instantaneous feedback
3. Effective Behavior Supports (EBS) Self-Assessment Survey, an instrument we recommend new BEST sites use early in the planning process (optional)

BEST sites are compensated for participating in these evaluation activities with a \$500 annual stipend (\$250 each for full reporting on the SPR/BID and TIC instruments).

Each of these three tools is briefly described below. The tools themselves are being delivered to sites by email, also available electronically from best.support@calstat.org or your coach, and include more detailed descriptions and instructions. Use these documents and spreadsheets to guide you in the data collection process as well as to help you review and assess your own expectations and implementation of the BEST program.

School Profile Report/Behavior Incidence Data (SPR/BID)

The School Profile Report records Behavior Incidence Data including office discipline referrals, suspensions, and other discipline-related information. BID information should be aggregated for the entire school year and forwarded **by mail/fax** to your BEST Coach by November 30th. This will be used to guide coaching and will be aggregated with other school BID data in the overall BEST program evaluation.

This year, the SPR/BID form has been modified to include total student population data. Please be sure to use this updated version in your Fall 2007 reporting (and in the future).

Depending on when your site began implementing BEST, you may need to report multiple years of BID statistics.

- *If your site was trained prior to 2006, submit one SPR/BID with enrollment and behavior data for the 2006-2007 school year.*
- *If your site was newly trained in 2006, complete two SPR/BID forms: one for the 2005-2006 school year and one for the 2006-2007 school year.*
- *Sites added during the 2007-08 school year should complete one SPR/BID with enrollment and behavior data for the 2006-07 school year, to serve as a baseline for future evaluation.*

BEST Team Implementation Checklist (TIC)

The TIC is a new BEST form (completed by most sites last spring). This year we have a new TIC Charting Program. This Microsoft Excel file tool allows BEST Site Teams to summarize site implementation of BEST according to explicit criteria. The checklist is now a form within the BEST TIC Charting program which will gather your site team's responses and convert them into charts displaying implementation overall, by area, and by item in single- and multiple-year formats. Refer to the "Introduction" tab within the program for more details.

The team checklist should be updated twice yearly, both in the fall and spring. **Once updated, a copy should be emailed to CalSTAT at best.support@calstat.org and to your BEST Coach.**

Effective Behavior Supports (EBS) Self-Assessment Survey

CalSTAT recommends that all BEST sites complete the EBS Self-Assessment Survey early in the implementation process. This instrument is designed to draw attention to specific elements at your site which will present opportunities and challenges in implementing an effective positive behavior support plan. If your site has not yet completed an EBS survey, we ask that you complete one during Fall 2007 and forward it to your BEST Coach. See the form for further instructions on how to conduct the survey at your site.

CA BEST Cadre 2007-08 Evaluation Protocols

1) SPR/Behavioral Incidence Data (SPR/BID)

By November 30th, 2007

- **UPDATED FORM:** Use the new version (which asks for total enrollment figures)
- Completed in October-November 2007, reporting on the 2006-07 school year
 - New sites trained in 2006 only, **also** report on the 2005-06 school year.
 - Print a second copy of the SPR/BID form for this purpose, submitting it as an additional, separate document.
- Submitted by site teams through the mail or fax to their cadre coach, who reviews for coaching purposes, then passes on to Shannon at CalSTAT/NCOE 5789 State Farm Dr., Suite 230, Rohnert Park, CA 94928

2) Team Implementation Checklist (TIC)

By November 30th, 2007

- Completed by each site team, as a team, once during October-November 2007
 - Use the TIC Charting file emailed to you that contains your site's 2006-07 TIC
- Forwarded by email to CalSTAT at best.support@calstat.org and your cadre coach
- Cadre coaches explore TIC responses and charts for coaching purposes

3) EBS Self-Assessment Survey (EBS)

Recommended for New Sites only

- Recently trained sites (2006-07) are encouraged to complete the EBS Self-Assessment Survey once during the fall of this year
- Submitted by sites to their BEST coach, who reviews for coaching purposes, then forwards to Shannon at CalSTAT/NCOE 5789 State Farm Dr., Suite 230, Rohnert Park, CA 94928