

PLANNING FOR SUCCESS

CDKC

Directions: As you embark on the journey of data-driven program improvement, you will need a plan and the support of several individuals to help make the process successful. For each area you identified for improvement, answer the following:

1. Your planned improvement(s) related to Assessment and Learning Gains
 MABLE data reveals that over the last 2 years we have had a large number of students enter the program (150 – 165) and yet a small percentage of those students stay in the program long enough to be post tested in order to show gains. I also know that many students are entering and exiting and re-entering the program. We continue to work to have students stay in the program long enough for the program to meet students' needs and goals; and we need to better understand the data system in order for it to be more useful for instructors and students.
 - a. What changes do you plan in data collection procedures, professional development, and/or analysis and reporting? What other changes may be needed?

DATA COLLECTION	PROFESSIONAL DEVELOPMENT	ANALYSIS AND REPORTING
Develop a monthly system for better monitoring – and using the data collected.	More training for the primary instructor in using MABLE : specifically reports and also creating lists for communicating with students.	Monthly reviews of attendance and testing information recorded in MABLE.
Follow up calls and notes to students who have not been attending appointments or tutoring sessions.		
Track students who have completed intake and pre-testing – this seems to be a time when we lose students and they need extra support and contact from our program.		Continue to use monthly reviews of data to see track attendance and readiness for post – testing and or meeting program goals.
Continue Intake interview that assess students readiness to enter a course of study.	On her own time, Primary instructor has attended online trainings in Developmental Approaches to learning and teaching.	Track and analyze attendance especially of those students who are entering the program to complete a requirement for

	(Dr. Gordon Neufeld & Neufeld Institute.)	another agency or for receiving public assistance.
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b. How do you plan to implement these changes?

ACTION STEP	PERSON RESPONSIBLE	COMPLETION DATE
Set up time for data base assistance.	Primary instructor.	February 1, 2011
Set up system and calendar for monthly review, monitoring and student follow up .	Primary instructor and Technical assistance person from CDKC.	February 2011
Begin to implement monitoring and review plan.	Instructor.	Ongoing
Set up calendar for follow up with students.	instructor	Ongoing

c. What are the barriers or roadblocks to making these changes do you anticipate?
Time and training are huge obstacles.

d. What can you do to overcome these barriers?

e. List other changes or issues or that might affect your plans and how you might resolve them.

2. Your planned improvement(s) for another area (List area: _____)

a. What changes do you plan in data collection procedures, professional development, and/or analysis and reporting? What other changes may be needed?

DATA COLLECTION	PROFESSIONAL DEVELOPMENT	ANALYSIS AND REPORTING
We will continue to build relationships with students and thus the context they need for learning. Developing a means to quantify this time and work and show how it relates to student retention and gains	Continue to learn the MABLE system.	Look at consulting and instructional time as well as over all attendance data.

in MABLE is a challenge.