



Standard Program and Service Evaluation Template

(Board of Education Approved on June 1, 2004)

I. Program/Service Information

Name of Program or Services: Formal Partnerships

Personnel Responsible for Evaluation: Dee Byrnes, Area Coordinator

Date of Evaluation (Year/Duration): December, 2004

Questions:

1. What is the effectiveness of the substitute reimbursement cost in the four county districts participating in this partnership?
2. Has there been a decrease in the number of child complaints, due process hearings, and resolution conferences in the five school districts which share director/liaison positions?

Goal/Objective of Program/Services:

To ascertain the effectiveness of formal partnerships established between the Special School District and selected Partner Districts of St. Louis County with regards to number of substitute failure to fill positions and the number of resolution conferences/due processes filed.

Brief description of relationship between program goals, CSIP and MSIP Standards:

Information gathered would help the Special school District in maintaining and increasing collaboration among staff and partner districts which are willing to establish formal partnerships based on the guidelines found in the Partnership Plan.

Demographic Description of Program:

Location(s)

Special School District has established a partnership with four county districts (Hazelwood, Parkway, Pattonville, and Maplewood) for the purpose of obtaining substitute teachers when SSD has been unable to fill a substitute teacher position. Therefore, the location would be the four county districts participating in the partnership.

Special School District has established a partnership with four county districts (Hazelwood, Mehlville, Affton, and Webster Groves) to share



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position costs and job responsibilities associated with providing services for students with disabilities.

Number of staff

Special School District office staff involved in filling substitute teaching positions and the partner school district staff involved in filling SSD substitute positions.

Participants

Interviews with Assistant Superintendent for Human Resources, Chief Financial Officer, Human Resources staff for Special School District.

Length of program/service

Semi-annual review of number of "failed to fill" teacher positions of four partnership districts with non-partnership districts in St. Louis County in order to determine if there is a decrease.

Start of partnerships and prior to partnerships.

II. Description of Stakeholders Engagement in Program Evaluation (check stakeholders utilized):

Dee Byrnes, Area Coordinator
Mary Lee Burlemann, Area Coordinator
Jim Hieger, Special Education Teacher

III. Evaluation Criteria for Programs/Services Offered (check type utilized)

- Teacher attendance statistics
- Due process filing statistics and Resolution Conference statistics

IV. Data Collection Methodology

- Statistical information gathered from SEACS system
- Billing information received through SSD business department from the four partner districts.
- Number of child complaints; resolution conferences and due process for years prior to partnership and since it started (see appendix).



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V. Results

Time spent on program evaluation

Approximately 18 hours

Strength of program/service

Questions:

1. Due to unavailability of required statistical information it is impossible at the present time to determine the strengths of the substitute reimbursement program?
2. Based on the information gathered, a significant decline in the number of resolution conferences and due processes filed in the districts participating. Although a significant decline has been realized, no predetermined benchmarks or targeted goals had been established prior to the beginning of sharing director/liaisons positions.

Concerns regarding program/service

- Currently the main concern involved in attempting to determine the effectiveness of the partnership established to assist in filling substitute positions is that statistical information is not being kept, thereby, rendering it impossible to determine if any improvement is occurring.
 - No concerns were found related to the sharing of director/liaison positions. Information gathered indicated that decline had occurred over time and continued to reduce.

Recommendations regarding program/service

- Establish provisions for recording and collecting statistical information concerning placement of substitute teachers in the four partnership and non-partnership districts. Plan on reviewing information on semi-annual bases to determine program effectiveness.
- Based on the information gathered it appears there has been a significant decrease in the number of Due Processes filed and Resolution conferences filed in districts employing shared director/liaison positions. While this is only one small facet of the overall picture, this information would indicate that more districts should be encouraged to participate in the program.



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_____ Date: _____
Signature of Administrator Responsible for Chairing Evaluation