2024 Site Coordinator Survey

Dear Site Coordinator,

Your individual response will <u>NOT</u> be presented in the Leading Indicators Report; rather, your data will be summarized with responses from other Site Coordinators and reported to MDE for program improvement purposes. For data to be included in the Grantee Data Tables for continuous improvement, there must be at least three Site Coordinator respondents within the grantee.

If you have any questions or concerns, please contact Dr. Jamie Wu at 517-884-1412 or email the MSU team at ezhelp@msu.edu.

Q1.1. Were you the Site Coordinator for the entire school year (September 2023-June 2024)?

🔿 No

Q1.2. Were you the Site Coordinator for this site last school year (September 2022-June 2023)?

- ◯ Yes
- 🔿 No
- \bigcirc NA: This is a new site

Q2. What is your site's enrollment policy?

- \bigcirc No policy
- First come first serve
- \bigcirc An informal policy
- A formal policy; priorities were given to certain students

Q3. What students do you give priority to?

	We give priority to		We have easy access to know who they are	
	YES	NO	YES	NO
Chronically absent students (Missing 10% of school)	0	\bigcirc	0	0
Academically low performing students identified by the school day staff	0	\bigcirc	0	0
Students who have behavioral issues identified by the school day staff	0	\bigcirc	0	0
Family request due to academic issues	0	0	\bigcirc	\bigcirc
Family request due to behavioral issues	0	0	0	\bigcirc
Special Education students	0	0	\bigcirc	\bigcirc
Free/reduced price meal students	0	\bigcirc	\bigcirc	\bigcirc
English Language Learners	0	\bigcirc	\bigcirc	\bigcirc
Students experiencing homelessness	0	\bigcirc	\bigcirc	\bigcirc
Prior program participants	0	\bigcirc	\bigcirc	\bigcirc
Other (please specify)	0	\bigcirc	\bigcirc	\bigcirc

Q4. What is your attendance policy?

 \bigcirc No policy; first come first serve

○ An informal policy; youth were expected to attend regularly

• A formal policy; based on specific attendance requirements

Q5.1. How many students did you actively remove from the program during this year (June 2023-June 2024)?

	Fill in the number (enter zero if none)
Due to too many absences	
Due to behaviors	

Q5.2. (Other	reason
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	Fill in the number
Reason 1	
Reason 2	
	I

The questions below ask about YOUR DAY SCHOOL

Q6. How invested were these people in the success of your program?

	Not invested at all	Only a little	Neutral	Invested	Highly invested
Principal	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
School-day Teachers	0	\bigcirc	\bigcirc	\bigcirc	\bigcirc

Q7. What is your program policy for connecting with school-day administrators?

- O No policy; our program runs independently from the school
- Informal policy; we connect as needed
- O Formal policy; we have established processes and procedures that we can follow

Q8. How frequently do you meet with your school-day administrators?

- Weekly
 Monthly
- Once a semester
- Yearly

Q9. Did someone from your program have a specific responsibility to attend teacher staff meetings <u>at least monthly</u> and report back to the program?

○ Yes
○ No
◯ I don't know

Q10. Did you or someone from your program communicate regularly with school-day staff about individual students' academic progress and needs?

◯ Yes		
◯ No		
O I don't know		

Q11. Did your program have access to students' grades and standardized test scores throughout the year?

○ Yes
○ No
◯ I don't know

Q12. Were any of the school-day curricula used as part of the program's academic activities?

Yes
No
I don't know

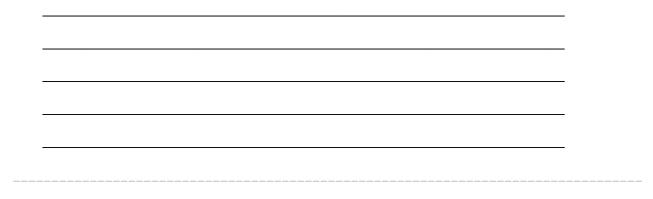
Q13. Were the objectives for your program activities intentionally influenced by gradelevel content standards (or learning objectives)?

◯ Yes		
◯ No		
O I don't know		

Q14.1. Did you encounter any major challenges associated with the school in this program year (June 2023-June 2024)? (Check all that apply)

Program moved to a new site
School reorganized (i.e., merged with another school)
School-day administration changed
School was faced with budget cuts that affected the program
Superintendent changed
None of the above

Q14.2. Other **major challenges at the school or district** that affected your program (Please describe):



This section asks you questions about YOUR AFTER-SCHOOL SITE

Q15. Did you encounter any of these challenges during your programming year? (Check all that apply)

Staff shortage
Getting youth to attend the program
Adjusting to new program leadership

Q16. Knowing there can be a lot of transitions during summer, we're more interested in learning the staff turnover situation you have to deal with during the regular school year.

How many staff (paid or volunteer) left during the school year (September 2023-June 2024)?

Q17. **Did you have a Local Evaluator?**Yes
No
I don't know

	Not at all	Did some of this	Did a lot of this	l don't know	NA
Interpreted reports provided by MSU	0	0	\bigcirc	0	0
Collected additional feedback (e.g., surveys, interviews, focus groups)	\bigcirc	\bigcirc	\bigcirc	\bigcirc	0
Obtained School Outcomes information to submit to MSU	\bigcirc	0	\bigcirc	\bigcirc	\bigcirc
Helped us meet the grant requirements	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
Participated in the PQA process	\bigcirc	\bigcirc	0	\bigcirc	\bigcirc
Worked with us on program improvement	\bigcirc	\bigcirc	0	0	\bigcirc
Worked with us on funding and stability	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
Used data to create professional development plans	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
Visited our sites	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc

Q18. How often did the Local Evaluator do the following? For those items that are NOT in your contract, please use NA (not applicable).

	Not at all useful	Slightly useful	Somewhat useful	Very useful	l don't know
Leading Indicators Report	\bigcirc	0	\bigcirc	\bigcirc	0
Data Tables	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
EZReports Data	0	\bigcirc	0	\bigcirc	\bigcirc
Activity Coding	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
Youth Survey	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
Teacher Survey	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
Staff Survey	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
School Outcomes Data	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
PQA Self- Assessment Data	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
I					

Q19. How useful are the following sources of data that are coordinated by the MSU state evaluation team in informing you about your program?

Q20. How important is data in making decisions on program improvements?

 \bigcirc Not very important; decisions are mostly made based on other factors (i.e., funding, staffing, etc.)

○ A little important

O Somewhat important

O Very important; decisions are mostly made based on survey results or other data

Q21. How often do you, as a Site Coordinator...

	Never	A couple of times per year	Three to five times per year	Once a month	Nearly every week
Send materials about program offerings home to families.	\bigcirc	0	0	0	0
Send information home about how the youth is progressing in the program.	\bigcirc	0	0	\bigcirc	\bigcirc
Hold events or meetings to which families are invited.	\bigcirc	\bigcirc	\bigcirc	0	0
Have conversations with families over the phone.	\bigcirc	0	\bigcirc	\bigcirc	\bigcirc
Meet with a youth's family to talk about the youth's progress.	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
Ask for input from families on what and how activities should be provided.	\bigcirc	\bigcirc	\bigcirc	0	\bigcirc

Q22. How many staff participate in the PQA process?

Q23. How many staff are involved in creating the improvement plan?

The questions below are related to your own experience. To protect your confidentiality, your responses will not be reported individually.

Q24. Below, we ask about how you feel about your job. Remember, no one at the program will be given your individual answers--your answers will be kept private.

	Strongly disagree	Disagree	Neither disagree nor agree	Agree	Strongly agree
I am satisfied with my job at this after- school program.	0	0	0	0	0

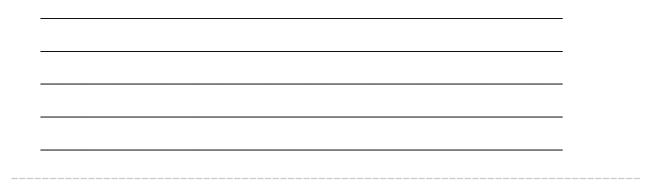
Q25. Project Director Support

	Strongly disagree	Disagree	Neither disagree nor agree	Agree	Strongly agree
My Project Director challenges me to innovate and try new ideas.	0	0	0	0	0
My Project Director makes sure that program goals and priorities are clear to me.	\bigcirc	\bigcirc	0	0	0
My Project Director provides me with opportunities to collaborate with other site coordinators or co-plan with my team.	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
My Project Director visits my site regularly.	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
My Project Director is available during the program hours.	0	\bigcirc	\bigcirc	0	0
My Project Director gives me useful feedback about how I work with my staff.	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc

	Strongly disagree	Disagree	Neither disagree nor agree	Agree	Strongly agree
are well organized.	\bigcirc	\bigcirc	\bigcirc	\bigcirc	0
are open to input.	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
are open to disagreement.	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc
end in participants achieving agreement when necessary.	0	0	0	0	0

Q26. The meetings I have with my Project Director usually...

Q27. Is there anything else you would like to share with us?



Click on the Next button to end the survey.

Thank you very much for completing this survey. Your answers will be used to help improve 21st Century and other youth programs in Michigan.