
Family Involvement Evaluation Examples

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| Title: | Oklahoma Transition Institute 2008 Team Planning Tool for Family Involvement and Program Characteristics |
| Evaluation example: | Planning tool |
| Context for use: | Transition institute with school-community teams |
| Protocol for use: | This planning tool focuses on assisting school-community teams to review and plan their strategies for implementing transition-focused education regarding family involvement and program characteristics. It can be used annually to reflect upon effectiveness of practices, determine strengths and needs, and develop plans; as well as during the year as a formative evaluation tool. |

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| Title: | Continuous Improvement Monitoring Process (CIMP): Focus Group Development Questionnaire—Parents |
| Evaluation example: | Pilot questionnaire for developing a focus group script |
| Context for use: | This questionnaire can be used by an educational evaluation team to test potential focus group questions |
| Protocol for use: | This questionnaire is used by evaluators interested in conducting parent focus groups. The questionnaire is provided to a group of parents for their review and critique. The evaluator reviews the feedback and uses it to construct the final focus group script. |

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| Title: | CIMP Parent Questionnaire |
| Evaluation example: | Questionnaire |
| Context for use: | As part of a state or district CIMP process, the questionnaire is used to gather information from parents, prior to the focus group discussion |
| Protocol for use: | To gather demographic and other information about their experiences, this questionnaire is completed by a group of parents before they participate in the focus group. |

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| Title: | CIMP Parent Focus Group Script |
| Evaluation example: | Focus group script |
| Context for use: | Used by the facilitator(s) to conduct and manage the flow of a focus group discussion |
| Protocol for use: | This script is used by the focus group facilitator to provide a structure for the discussion. A script helps ensure all questions are asked and provides consistency across groups. |

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| Title: | New Mexico Informal Family Forum |
| Evaluation example: | Discussion questions |
| Context for use: | Informal family forum held in conjunction with a regional transition or transition cadre meeting |
| Protocol for use: | Regional or transition cadre meetings can provide opportunities to gather information from students and families in the geographical area where the meeting is held. These questions can be used to foster discussion about students' preparation for their post-school lives, information useful for those planning and implementing transition education and services. |

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| Title: | Kansas, OK Vocational Technical Center: Family Transition Night |
| Evaluation example: | Event evaluation |
| Context for use: | This evaluation is completed by parents during a family transition night to get their feedback on content and to assess their pre and post knowledge of the topics presented. |
| Protocol for use: | This evaluation is provided to participants at the beginning of the transition fair, to be completed by the end of the event. Incentives for completing the evaluation (e.g., gas cards, gift certificates, etc.) can be an effective method of increasing the response rate. |