

LifeSkills Training Project Process Evaluation Site Visit



Overlapping Questions for Teacher, Principal, and Site Coordinator:

- 1) What percentage of students is receiving LST?
If not reaching all, why not and what can be done to reach additional students?
- 2) How well does the LST program align with state mandates?
In what ways does it fall short?
- 3) Does LST overlap with other material being taught in your school(s) (e.g. other drug/health programs)? *Discuss issues w/ overlap, (e.g., integrating or substituting other materials, not teaching the full content of lesson, student boredom)*
- 4) Is the academic level of LST appropriate for students receiving the program?
If no, why not? What adjustments have been made?
- 5) Is the program culturally relevant for the students receiving the program?
If no, why not? What adjustments have been made?
For sites that have indicated a need for LST materials in other languages for English Language Learners (ELL): What resources are available in other classes to support these students / help address the language barrier?
- 6) Have you seen any evidence of impact on students receiving LST (e.g., discipline rates, referrals for substance abuse, absenteeism)?
- 7) What kind of feedback have you received from parents regarding the program?
Are there ways parents could or should be better informed about LST?
- 8) *For LST-MS only:* Is the optional Prescription Drug Abuse Prevention module being taught?
In which grade(s)?
Is it taught by all LST teachers in that/those grade(s)?
For sites that have not yet requested/ordered the PDA module, provide them with information and gauge their interest in and ability to incorporate this lesson into their implementation plan.
- 9) *Years 2-3 only:* Have you seen the year-end report from last year?
If no, provide a copy or email afterwards. If yes, what were your thoughts? What changes have been made after reading the report?
What changes have been made after reading the report?
Are there changes that we could make to improve the usefulness of the report?
- 10) Do LST teachers meet to discuss ideas and challenges?
If yes, describe. If no and this would be beneficial, how can it be arranged?
- 11) How well did the training prepare you/teachers to teach LST?
Any suggestions for next year?
- 12) Would any instructors benefit from Technical Assistance (TA)? [*Describe TA*]
If yes, what topics or areas should be covered?
- 13) [*Years 2-3 only*] Is there interest among school/district personnel to continue LST after the grant ends?
If yes, describe any obstacles that need to be overcome.
If no, describe what support/resources would be needed to continue LST.
Remind site that we will contact them 1 year and 2 years post-grant to obtain information about whether LST is continuing to be implemented.
- 14) What has been done this year to support LST sustainability beyond the grant?
*Encourage sites to understand their capacity to sustain LST by: Reviewing with your interviewee(s) the CU Boulder **LST Sustainability Resource** or **1-pager** during the meeting and recommending the **Sustainability Assessment Tool** (www.sustaintool.org).*
- 15) *If site participated in a Sustainability Workshop:* how did it help? What changes were made as a result?
- 16) If any, what support has the LST program received (monetary or non-monetary)?

17) Upcoming:

- NHPA Sustainability Workshop [*Inform of upcoming area workshops, if any*]
- TOT Workshop [*Describe TOT, including teaching and training requirements, and inform of upcoming area workshops, if any*]
 - Who would make good candidates for a TOT?
- Site Coordinator Feedback Survey and/or Teacher Feedback Surveys.
- Other (e.g., demographics form): _____
- Planning for next year:
 - In what class will the next level of LST be implemented? Will it reach ALL students in that grade (e.g., students aren't consistently pulled out of the class for RTI or miss due to band)?
 - Upcoming Training(s):
 - Do you anticipate any turnover in the LST Team (i.e., LST teachers, school administrators, site coordinator)
 - Who and how many will need to attend an Initial teacher training workshop?
 - Would returning teachers attend a one-day Reinforcement workshop, reviewing important concepts and addressing implementation challenges?
 - What dates might work next year for the LST teacher training/Reinforcement workshop?
 - ◆ Do these dates fall on non-school/summer days, PD days, school days? *Explain stipends/sub reimbursement.*
 - ◆ If these are dates that teachers are **not** required to report to school, how can you ensure that **all teachers** attend?



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Program Site:	Date:
CU Boulder IC:	Time:
Interviewee:	Room/Location:

Questions for Site Coordinator:

- 1) What were the overall successes and challenges of the LST program this year?
If there were challenges, how were they resolved?
For sites that have indicated a need for LST materials in other languages for English Language Learners (ELL): What resources are available in other classes to support these students / help address the language barrier?
- 2) What kind of feedback have you received from LST teachers regarding the program?
- 3) What kind of feedback have you received from school administrators regarding the program?
- 4) Describe any LST-related contact with teachers, or support provided to the teachers?
- 5) What efforts have school administrators made to support LST in their schools?
Are there ways they could or should be more involved?



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Program Site:	Date:
CU Boulder IC:	Time:
Interviewee:	Room/Location:

Questions for Principal:

- 1) What is your overall assessment of the LST program this year?
Were there any notable successes or challenges?
For sites that have indicated a need for LST materials in other languages for English Language Learners (ELL): What resources are available in other classes to support these students / help address the language barrier?
If there were problems, how were they resolved?
- 2) Have you had any LST-specific contact with teachers, or provided any support to the teachers on this program (e.g., attended training, reviewed curriculum, observed/taught LST lesson)?
Are there ways you would like to be more involved?
- 3) What kind of feedback have you received from LST teachers regarding the program?



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Program Site:	Date:
CU Boulder IC:	Time:
Interviewee:	Room/Location:

Questions for Teacher:

- 1) What is your overall assessment of the LST program this year?
What was successful this year?
What was challenging (e.g., completing lessons in 1 day, student boredom, classroom management, logistics)?
For sites that have indicated a need for LST materials in other languages for English Language Learners (ELL): What resources are available in other classes to support these students / help address the language barrier?
How were these issues resolved?
- 2) How comfortable are you with teaching the LST program?
Returning teachers: How does this compare with last year?
How comfortable are you with using the interactive methods from training?
- 3) What kind of feedback have you received from students regarding the program?
Does it differ by level (e.g., students complain about receiving same material, forget previous lessons)?
- 4) What is the general opinion of LST held by teachers at your school?
- 5) What is the general opinion of LST held by administrators at your school?
- 6) What efforts have school administrators made to support LST in their schools (e.g., attended training, reviewed curriculum, observed/taught LST lesson)?
Are there ways they could or should be more involved?
- 7) What was the most recent lesson you taught? Has your teaching schedule changed from what you originally provided?
- 8) Do you need additional curriculum materials? If so, how many?



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Program Site:	Date:
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Questions for Observer:

[In addition to the co-observation/reliability observation, review at least one of their completed forms with them for accuracy and completion, if available.]

1) How have observations gone this year?

Returning observers: any differences from last year?

2) What challenges did you experience (e.g., teachers modifying schedule without informing you, canceling classes at the last minute, school functions that often interrupt the LST schedule)?

If there were problems, how were they resolved?

3) Do you feel comfortable in your role as an observer?

If no, why not and what can I do to better support you?

4) What suggestions do you have for improving implementation or the role of the observer?

5) What is your overall assessment of the LST program this year?

Were there any notable successes or challenges? If there were problems, how were they resolved?

Returning observer: Any differences from last year?

6) Have teachers attempted to get feedback from you about their performance?

If yes: how did you respond?

7) How have students responded to the program this year?

Does it differ by level? How so?

8) Have there been major fidelity problems (e.g., teachers not adhering to lesson content, teaching lessons out of order, >1 week gaps between lessons, not using interactive teaching techniques)? If yes, describe.

9) Would any LST instructors benefit from Technical Assistance (TA)? *[Describe TA]*

If yes, what topics or areas should be covered?

Other:

- *Collect their co-observation forms and any other observations they have not yet sent.*
- *Share updates to teachers' schedules, if any.*
- *Confirm the number of remaining observations per program/teacher/level.*
- *Provide assistance with completing the SOW or CU Supplier process, if not yet approved.*
- *Remind them of the Observer Feedback Survey and payment timing/procedure.*