



Educational Program Evaluation

April 1, 2013

To *TESEL* Project Participants:

Transforming Education and Schools for English Learners (TESEL) is a federally-funded National Professional Development (NPD) project responding to a significant contemporary educational challenge: helping primary and secondary teachers develop improved skills and knowledge in supporting English Language Learners. One of the conditions of funding for *TESEL* is that the project conduct a rigorous program evaluation, facilitated by an external program evaluator.

Sun Associates is the external evaluator for *TESEL*. While program evaluation is required by the U.S. Department of Education, the project also believes that a formative evaluation strategy is vital for achieving the goals of the project. What is learned through this evaluation will strengthen the project partners' ability to create an effective training experience for you, the project participants. The evaluation will also help generate support for the project and this in turn will insure that your work will have a long-term impact for your districts and students. The information, insights, knowledge, and hunches that you provide to the evaluation effort are central to this process in that the overarching goal for our program evaluation is to understand the extent to which the project's activities are successful in supporting your work as educators.

This evaluation is intended to assess the value of the project itself and not the professional practice of the individual participants.

The evaluation plan includes the conducting of participant focus groups, individual participant and faculty interviews, review of participant work product, surveying some or all of the participants across the project, and ultimately classroom observations of project participants implementing various activities developed out of project-related work. In all cases, collected data will be held confidential by the evaluators and will only be shared in aggregate and/or anonymously. No individually-identifiable data will be distributed by the evaluators or the project. No data will be used for any purpose other than the specific evaluation of the *TESEL* funded program. It is expressly not the intent of the evaluators to assess *any* individual participant's work. Finally, all final reports will be available to interested participants.

After reviewing the above statement of evaluation purpose and process, please signal your acceptance by signing the attached notification of informed consent. If you have any additional questions, please do not hesitate to contact the evaluators (address below) or *TESEL* project staff. Your cooperation is greatly appreciated.

Sincerely,

Jeff Sun
Project Evaluator
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978-251-1600

(Please sign and return back/next page)

Fitchburg State University
TESEL
Evaluation Consent Form

April 1, 2013

In signing below, I attest that I understand and consent to participating in the evaluation of the *TESEL* project as described in the letter dated April 1, 2013.

Name (Please Print) _____

Signature _____ Date: _____

Be sure to complete, sign and date this form to enroll in the TESEL program. Submit the completed form to your District TESEL Coordinator.