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## **Embedding Current Evaluation Work Group members into other working groups**

December 15, 2023

### **Background**

During the 2023 GLOBE annual meeting as part of the Working Group (WG) revisioning and subsequent meetings, there were many lengthy discussions with past and present members of the Evaluation WG and the GLOBE Program Office (GPO) and GLOBE Implementation Office (GIO) about the future of the Evaluation WG moving forward. GPO and GIO listened to the many accomplishments of the Evaluation WG with the goal of supporting overall evaluation efforts for the GLOBE Program. After much consideration, GPO made the decision to move in a new direction regarding the membership requirement and role of the current Evaluation WG and the establishment of a new Evaluation WG composed of professionally trained evaluators in 2024. As with all other working groups the new Evaluation WG will be a volunteer group.

As announced at the Work Group (WG) revisioning meeting on September 6, 2023, The GLOBE Program Office is requesting that current Evaluation Working Group members be embedded into the other WG (education, science, technology, DEIA) once their current work of finalizing the Country Coordinator survey into a final report has been completed. The reason for this request is that (1) all WGs expressed desire to work more collaboratively with one another and embedding Eval WG members in other WGs is one way to achieve this, (2) GPO recognizes that evaluation requires dedicated resources and expertise, (3) GPO will dedicate resources to program level evaluation, (4) when an evaluation team is in place to evaluate GLOBE's reach and impact, the team will need to get feedback from those with evaluation expertise (hence the requirement that Evaluation WG members must be trained evaluators). The embedding of current Eval WG members in other WGs will occur most likely near the beginning of the calendar year 2024 at the conclusion of their work on the Country Coordinator survey. A new Evaluation Working Group composed of professional evaluators who have experience in evaluating GLOBE related projects will commence in 2024. This new Evaluation Working Group will provide input on program level evaluation and work on other evaluation-related projects.

Note that of the seven current Eval WG members, two decided to leave the WG (for reasons not related to embedding), one ends his term of service at the end of calendar year 2023, three will end their term of service at the end of calendar year 2024, and one

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will end her term of service at the end of calendar year 2025. Most of the current Eval WG members who will end their term of service at the end of calendar year 2024 and 2025 expressed interest in being embedded in the Education WG though all of them expressed flexibility. The duration of the current Evaluation WG members being embedded into other WGs aligns with their individual terms of service. Based on interest and need, not every current working group may have a member of the current Evaluation WG embedded into their group.

## **Purpose**

The purpose of this document is to 1) provide Working Group Chairs and Vice Chairs with a Scope of Work that the embedded Evaluation WG members will do starting in 2024. 2) Evaluation WG will add value to the work already going on with WG priorities through the annual meeting in 2024. This provides a unique opportunity to test/experiment having members of one working group cross collaborate with other working groups.

As stated in the September 6, 2023 meeting the goals of the evaluation liaison are to:

- Educate themselves about the activity of other working groups
- Identify projects that could benefit from evaluation.
- Provide input to GIO/GPO and new Evaluation WG to inform programmatic evaluation needs in the Evaluation WG member's region.

## **Transition**

- The embedding of current Eval WG members in other WGs will occur most likely near the beginning of the calendar year 2024. The end date will be the time of their original term of service (see background above).
- All Evaluation WG are eligible to be embedded into another WG.
- No more than one Evaluation WG member will be embedded into another working group at a time.
- Each current member of the current Evaluation WG will provide a ranking of their preferences to GIO liaison who will then share with Working Group Chairs (along with CVs from their application to join Evaluation WG) and provide a brief statement of interest for the WG they wish to join, (e.g., Science, Education, Technology, DEIA) in order for the WG chairs to get to know the Evaluation WG members who have interest in joining the new group.
- Working Group chairs will discuss the placement of Evaluation WG members to join their WG.
- WG chairs (along with other WG members if desired) will have the opportunity to meet with prospective Evaluation WG member(s) to ask/answer questions about current work in the WG.

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- WG chairs will then make a recommendation for the Evaluation WG members to be embedded in their working group to GIO for GPO approval.
- GIO will share decisions with Evaluation WG members.
- Start time for embedding will depend on finalization of current Evaluation WG tasks.
- GPO with assistance from GIO will assess this model for potential for use in other WGs.
- An Evaluation WG member may resign from assigned WG at any time if circumstances change.

## Scope of Work

1. Attend monthly WG meetings.
2. Observe/listen to discussions about the work that is being discussed.
3. Ask questions as necessary around possible evaluation components of work being discussed.
4. Take notes around potential evaluation activities.
5. Share notes/reports with the WG chair for the group in which they are embedded.
6. Provide input to WG Chair and GIO liaison around possible evaluation work that could be undertaken.
7. Evaluation liaison will not be voting members of the WG.
8. Together with WG chair and GIO liaison share thoughts about potential evaluation activities to new Evaluation WG.
9. As needed, meet as an Evaluation liaison group and be available to meet with the new Evaluation Working Group, Evaluation Community of Practice, GIO, and GPO.
10. Complete Reflective Memo at the end of their time of service (three-year term) (template below) and submit to GIO. The information in this memo will be invaluable to consider how to embed members of one working group into other WGs in the future.

### ***Reflective Memo Template***

[Include Date]

**Period covered:** [Include the months covered in this memo]

Names of team participants

**Goal:** Document what the project has accomplished over the past few months and reflect on potential evaluation activities based on goals.

***Key terms:***

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- **Bridging:** communicating evaluation connections with initiatives between working groups and with GIO.
- **Buffering:** contributing to protective spaces for those in the working group to keep possible contradictory evaluation suggestions at bay.
- **Shared tools:** developing shared tools allow for asynchronous, ongoing collaboration, including capturing suggestions for possible evaluation recommendations (i.e., relevance, coherence, effectiveness, outcomes, impact and sustainability) (Yurkofsky et al., 2020)
- **Informal support:** Ongoing work that helps partners as they consider evaluation recommendations (i.e., relevance, coherence, effectiveness, outcomes, impact and sustainability) for GLOBE strategic planning priorities.

## Final Memo Guiding Question

- How has your work contributed to potential evaluation of GLOBE working group priorities? What kinds of regional partnerships can make that more of a possibility? (Penuel, et al., 2020)

## Reflection Questions (to be completed by Embedded Eval WG member)

1. List current work and share some examples of informal support you have provided for them. (Yurkofsky et al., 2020)
2. Describe the ongoing communication routines (Yurkofsky et al., 2020) within and between working groups.
3. What kinds of **bridging** and **buffering** work has the group performed? (Yurkofsky et al., 2020)
4. What **shared tools** have we used/developed (Yurkofsky et al., 2020)? How have these been used with the WG members?
5. How have we explicitly included other WG members as partners in any GLOBE work (Penuel et al., 2020)?
6. How has the work shifted? (Penuel et al., 2020)
7. How has the project progressed as something valuable for the WG and GLOBE communities (other school districts, local communities, local organizations, etc.) (Penuel et al., 2020)
8. Any other things to document/share?

## References:

1. Penuel, W. R., Farrell, C. C., Anderson, E. R., Coburn, C. E., Allen, A. R., Bohannon, A. X., ... & Brown, S. (2020). A Comparative, Descriptive Study of

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Three Research-Practice Partnerships: Goals, Activities, and Influence on District Policy, Practice, and Decision Making. Technical Report No. 4. National Center for Research in Policy and Practice.

2. Yurkofsky, M. M., Peterson, A. J., Mehta, J. D., Horwitz-Willis, R., & Frumin, K. M. (2020). Research on continuous improvement: Exploring the complexities of managing educational change. *Review of Research in Education*, 44(1), 403-433.