



**Vermont Early Literacy Initiative –
Science, Technology, Engineering & Mathematics
(VELI-STEM) Project
Year Three (Nov 2017-Oct 2018)
Evaluation Overview for Librarians**

<u>TYPE OF DATA</u>	<u>DUE DATE</u>	<u>IMPORTANT NOTES</u>
(1.) April Training Feedback [mandatory]	May 4, 2018	<ul style="list-style-type: none"> • On day 2 of the April 2018 training, you will be emailed a survey link. • Only the VELI-STEM Point of Contact for your library will receive and should complete the post-training survey (if a designee attended the training on the POC's behalf, they can share what they learned to enable the POC to complete the survey).
(2.) STEM Programming Data [mandatory]	October 31, 2018	<ul style="list-style-type: none"> • Year Three data should be tracked from Nov 1, 2017 to Oct 31, 2018 (full 12 months). • The following materials are posted under the SURVEYS tab on the Weebly VELI-STEM site: <ul style="list-style-type: none"> ○ Brief instruction sheet ○ Formatted Excel spreadsheet to track your data throughout the year ○ Preview of the on-line data submission form you'll be using next October to submit your summary data for Year Three (in case you want to review the data entry form prior to October 2018). • The link to the active form for actual data submission will be emailed to you and posted under the SURVEYS tab on the Weebly VELI-STEM website by October 1, 2018, with a submission deadline of October 31, 2018.
(3.) STEM Community Stakeholders Data [mandatory]	October 31, 2018	<ul style="list-style-type: none"> • Year Three data should be tracked from Nov 1, 2017 to Oct 31, 2018 (full 12 months). • The following materials are posted under the SURVEYS tab on the Weebly VELI-STEM site: <ul style="list-style-type: none"> ○ Brief instruction sheet ○ Formatted Excel spreadsheet to track your data throughout the year ○ Preview of the on-line data submission form you'll be using next October to submit your summary data for Year Three (in case you want to review the data entry form prior to October 2018). • The link to the active form for actual data submission will be emailed to you and posted under the SURVEYS tab on the Weebly VELI-STEM website by October 1, 2018, with a submission deadline of October 31, 2018.

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<p>(4.) Child Care Provider & Early Educator Training Survey Data <i>[mandatory for you to distribute, but optional for providers to complete]</i></p>	<p>October 31, 2018</p>	<ul style="list-style-type: none"> • On-line or paper surveys should be distributed to child care providers immediately following each training you conduct during Year Three (from Nov 1, 2017 to Oct 31, 2018 -- full 12 months) – see <i>*caveat below</i>. • The following materials are posted under the SURVEYS tab on the Weebly VELI-STEM site: <ul style="list-style-type: none"> ○ Brief instruction sheet ○ Paper version of the survey (page 2 of instruction sheet) <ul style="list-style-type: none"> ▪ NOTE: If you give providers the paper version, you will collect completed forms and later enter the data from each survey into an on-line survey form on each provider’s behalf. ○ Active on-line survey (for completion by child care providers or entry of completed paper forms by you) ○ Preview of on-line survey (in case you want to look over the survey in its entirety without entering any real data) • All surveys must be entered/completed by October 31, 2018. <p><i>*CAVEAT: Given the relatively small communities of many Vermont libraries, the size of the pool of local child care providers/early educators may be limited. Please use your discretion in avoiding excessive surveying of the same providers over and over. We don't want the evaluation element of the project to deter participation in the wonderful trainings and programs you're conducting!!</i></p>
<p>(5.) Family Member/ Caregiver Survey Data <i>[mandatory for you to distribute, but optional for family members to complete]</i></p>	<p>October 31, 2018</p>	<ul style="list-style-type: none"> • On-line or paper surveys should be distributed to family members immediately following each STEM program they attend during Year Three (from Nov 1, 2017 to Oct 31, 2018 – full 12 months) – see <i>*caveat below</i>. • The following materials are posted under the SURVEYS tab on the Weebly VELI-STEM site: <ul style="list-style-type: none"> ○ Brief instruction sheet ○ Paper version of the survey (page 2 of instruction sheet) <ul style="list-style-type: none"> ▪ NOTE: If you give family members the paper version, you will collect completed forms and later enter the data from each survey into an on-line survey form on each family member’s behalf. ○ Active on-line survey (for completion by family members or entry of completed paper forms by you) ○ Preview of on-line survey (in case you want to look over the survey in its entirety without entering any real data) • All surveys must be entered/completed by October 31, 2018. <p><i>*CAVEAT: As noted above regarding child care providers, please use your discretion in avoiding excessive surveying of the same family members over and over.</i></p>