



Credit Recovery Environmental Scan Coaching Session 2

Dominique Bradley

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Agenda

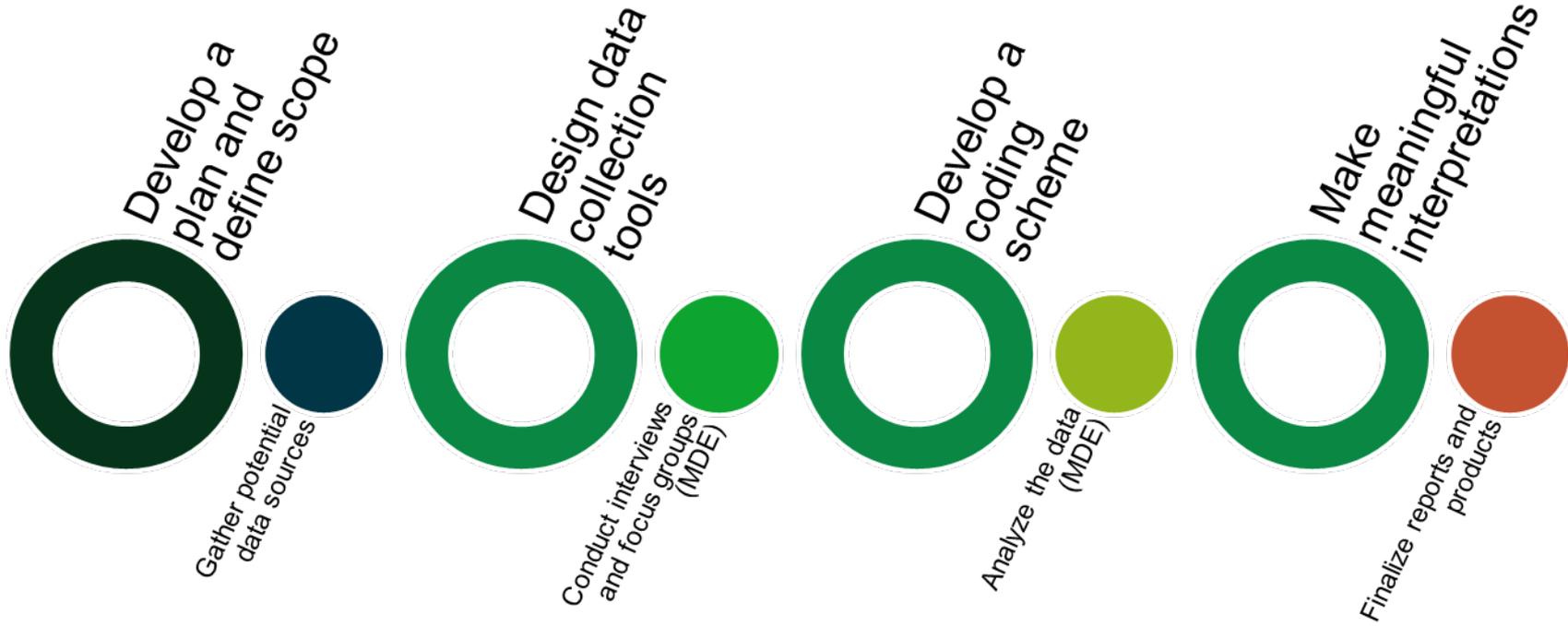
1. Project progress review
2. Survey review and sampling framework
3. Interview protocol
4. Interview best practices
5. Next steps
6. Closing

Session goals

1. Establish a sampling framework.
2. Develop interview questions.
3. Review interview best practices.
4. Establish next steps.

Project progress review

Project process map



Primary research questions 1–3

Q1. What data are schools collecting and using to assess programs, identify and track students, and make programmatic decisions?

Q2. How are students experiencing credit recovery programs (identification, referral, student pathway through programs)?

Q3. How are decisions being made about offering credit recovery programs, and what staff are involved in making those decisions?

Primary research questions 4–6

Q4. What students are being served? Are there certain student characteristics associated with certain types of credit recovery?

Q5. What programs are offered, and what do those programs look like in terms of structure, support, and prevalence across schools?

Q6. How do the programs offered differ in implementation from the original SAAP plans?

Project products

Desired products from scan:

Products that will help to:

- 1) Make a convincing argument for policy change, as needed.
- 2) Help MDE identify best practices.

Roles and responsibilities

REL Midwest will:

- Deliver coaching sessions, including providing necessary readings and tools to complete the scan.
- Conduct up to eight interviews, observe MDE interviews and focus groups, and provide feedback.
- Assist MDE with developing a coding scheme.
- Assist MDE in creating final report and other research products.

Roles and responsibilities

MDE will:

- Attend and participate in all coaching sessions.
- Gather extant data as needed.
- **Collect new data through focus groups and interviews.**
- Co-develop a coding scheme.
- Participate in collaborative analysis and interpretation.
- Collaborate to write final report.
- Provide feedback on other related project products (infographic).

Survey review and sampling framework

Survey review

1. Where did responses come from? Were there certain types of schools or programs that were more responsive?
2. What patterns in credit recovery offerings were evident?
3. What other findings from the data did you find interesting?

Sampling framework

Considerations of time x effort = feasibility

Parameters for inclusion

- What characteristics identify the school or district for inclusion?
- District-level or school-level sample?
 - Intentional or random sample from a subset?
- What staff are we targeting for outreach?

Interview protocol

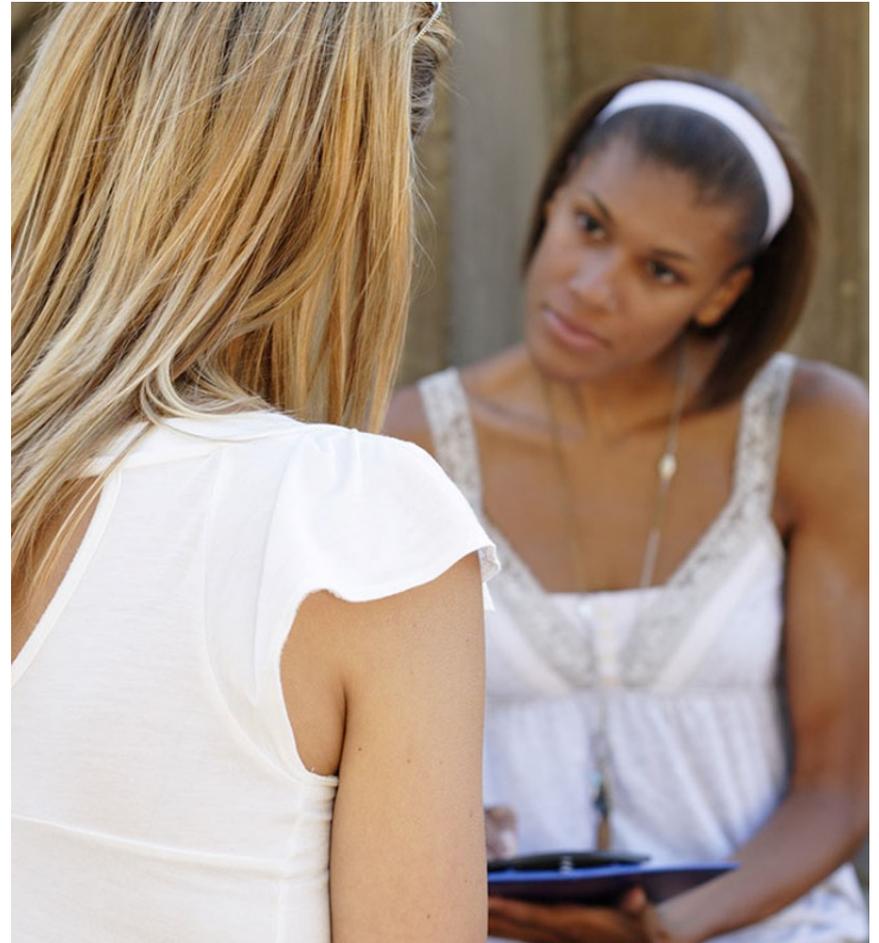
Interview protocol: Logistical considerations

How long will the interviews be?

Audio recorded?

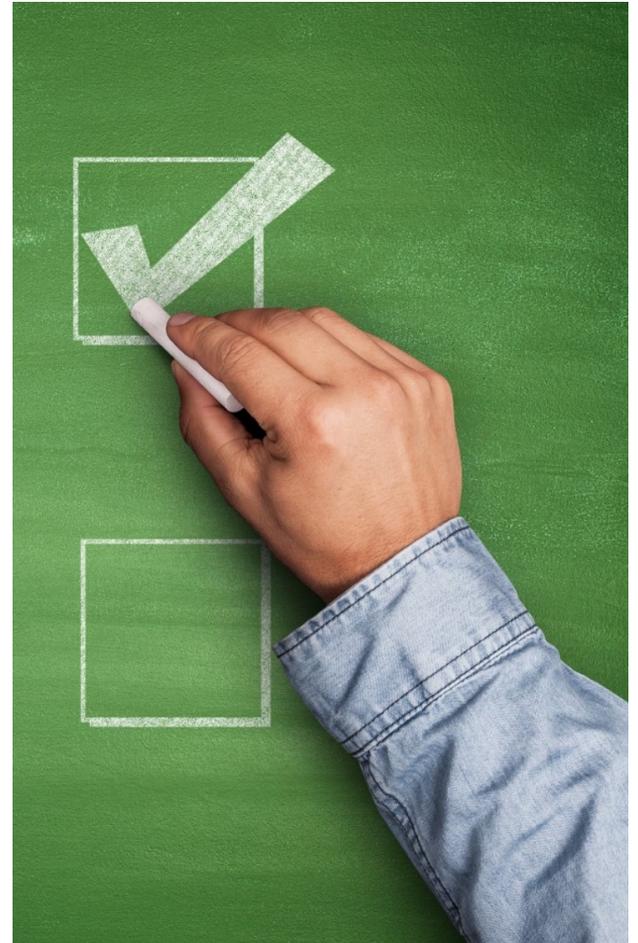
How many researchers present?

Privacy/data collection policies to consider?



Activity: Semistructured interview protocol

1. Using the research questions as a guide, brainstorm primary questions for each research question.
2. Develop 2–4 follow-up questions for each primary question.
3. Assess the length and language used.



Interview best practices

Keep in mind

Setting the tone

- Develop language for introductory email.
- Develop the introduction in the script.

During the interview

- Quickly jot notes as needed.
- Make eye contact and use positive body language.

After the interview

- Take 10–15 minutes to write or record notes. What are your thoughts and additional questions?

Next steps

Next Steps



Set up timeframe for contacting interview subjects.

Target timeframe for conducting interviews.

Set date for next meeting.

Closing



See
you
next
time!

Meet the presenter.



Dominique Bradley

dbradley@air.org