

# WHAT'S NEW WITH STUDENT VOICE

## 2015-2016

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KIDS:ONGL:DC:CM:JR:SD 12 2015



## *Student Voice is....*



A perception survey administered annually to a minimum of one district-designated group of students per teacher or other professional if directly instructing students throughout the school year



# Today's Discussion

- Teacher Student Voice - Winter 2015
  - What's changing
  - Dates of Note
  - Preparing & Planning
  - Other Professionals Student Voice
  - Infinite Campus Administration
  - Viewing Results in CIITS

# What's Changing

## Previous Years

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- Three week statewide survey window
  - Set by KDE
- Districtwide results per teacher

## This Year – More Flexible

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- Survey start and end dates are per school
  - Set locally within KDE timeframe of January 4 – March 4, 2016
- School level results per teacher

# What's Changing

## Previous Years

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- Survey type on District Employment
  - One type per district
- Students could be assigned from any school to respond for a teacher

## This Year – More Flexible

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- Survey type on District Assignment
  - One type per school
- **Students can only be assigned from one school to respond for a teacher**

# What's Changing

## Previous Years

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- Included course sections from instructional and non-instructional time
- All surveys generated on same day statewide
- Automatic assignment was district wide

## This Year – More Flexible

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- Includes only course sections from instructional time
- Surveys will be generated the night before start date for a school
- Automatic assignment is per school

## Dates of Note

- Infinite Campus administration between January 4 – March 4, 2016
- Surveys must be COMPLETED by March 4, 2016 to receive data in CIITS Educator Development Suite
  - Two result reporting periods for Infinite Campus
    - Monday, January 4 – Friday, February 5, 2016\*
    - Monday, February 8 – Friday, March 4, 2016\*

## Dates of Note

- Results available in CIITS
  - Mid-February for the first reporting period
  - Mid-March for the second reporting period
- School Survey Windows can be specific to a school as determined by a district
- All surveys must be completed before the summative conference

# Preparing for Teacher Student Voice

## Deciding How to Implement

- Must follow the district CEP
- Districts will establish the *method* and *survey schedule*
  - Infinite Campus
  - Paper/Pencil or "Other Modes"

# Planning

## Who should be involved

- Student Voice POC
- District and School Leadership
- KSIS Administrators
  - Or school Technical Administrators
- Principal and/or Building Coordinator
- Others as necessary

# Planning

## Tasks to think about

- For each school determine:
  - When and how survey will be administered
  - Which teachers will participate
- Communicate plan to appropriate district and school personnel

# Planning

## Tasks to think about

- Appropriate Tool Rights are assigned
  - School survey options maintained on School Resource Tab (*Path: System Administrator > Resources > School*)
  - Educator survey type maintained on District Assignment Tab (*Path: Census > People > (Staff search) > District Assignment Tab*)
- Student Voice Reports

# Planning

## Tasks to think about

- Ensure Students:
  - Have Campus Usernames
  - Know their passwords
  - Can access Campus Portal

## Other Professionals Student Voice

- Most surveys will not be conducted in Infinite Campus
  - Follow paper/pencil or "Other Modes" survey implementation procedures
- Survey questions are developed exclusively for the area of expertise

# Other Professionals Student Voice

- Other professionals are
  - Counselors
  - Media Specialists
  - Speech/Language Pathologists
  - Instructional Coaches
  - School Psychologists: Mostly considered District Certified Personnel

# Requires Coordination

For each school,  
districts need to  
know:

- Educator Assignment
  - Automatic or manual
  - If Automatic – when it will run
- When a school will survey
- What reporting periods surveys will appear in

# Automatic Educator Assignment

- Runs specific to a school
- Maintained on the School Resource Tab
- Assignment types can be manually overridden to “Not Participating” or a different assignment type prior to survey being generated.

# Automatic Educator Assignment

- Automatic educator assignment updates each educator's survey type according to the following rules:
- Grade 3-5 if the teacher has the largest enrollment of 3-5 students
- Grade 6-12 if the teacher has the largest enrollment of 6-12 students
- "Not Participating" if neither group has at least 10 students
- "Not Participating" if the teacher has only K-2 students
- "Not Participating" if the teacher's assignment type is not 01: Teacher

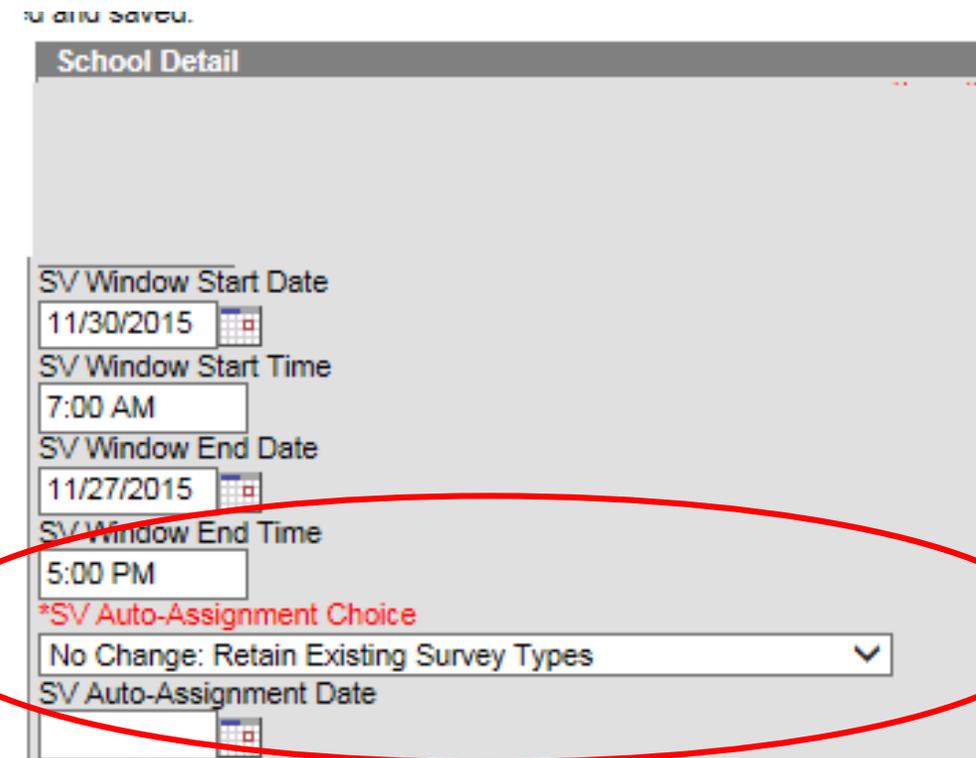
# Setting Up Automatic Educator Assignment

Auto assignment controls maintained on School Resource Tab  
Path: System Administration > Resources > School

Determines what will happen

- No Change: Retain Existing Survey Types
- Assign Survey Types to Type 01 District Assignments Only
- Clear All: Set All to Not Participating

Auto Assignment Date is the day on which auto assignment will take place



The screenshot shows a 'School Detail' form with the following fields:

- SV Window Start Date: 11/30/2015
- SV Window Start Time: 7:00 AM
- SV Window End Date: 11/27/2015
- SV Window End Time: 5:00 PM
- \*SV Auto-Assignment Choice: No Change: Retain Existing Survey Types
- SV Auto-Assignment Date: [calendar icon]

A red oval highlights the 'SV Auto-Assignment Choice' dropdown menu and the 'SV Auto-Assignment Date' field.

# Automatic Assignment Types

- Determine which Automatic Assignment Setting to use
  - “No Change: Retain Existing Survey Types”
  - “Assign Survey Types to Type 01 District
  - “Assignments Only”
  - Clear All: Set All to Not Participating”

u and saved.

School Detail

SV Window Start Date  
11/30/2015

SV Window Start Time  
7:00 AM

SV Window End Date  
11/27/2015

SV Window End Time  
5:00 PM

\*SV Auto-Assignment Choice  
No Change: Retain Existing Survey Types

SV Auto-Assignment Date

No Change: Retain Existing Survey Types  
Assign: Survey Types to Type 01 District Assignments ONLY  
Clear All: Set All to Not Participating

## Scheduling Recommendations

- Start and end on school days
- Keep the survey windows short
- Provide ample time between Automatic Educator Assignment and Survey Generation
- Be aware of when your survey ends

## Scheduling Recommendations

- Keep term changes, grading periods, scheduled breaks, etc. in mind and schedule according
- Students must have been scheduled with the teacher for at least 15 instructional days
- Students must have at least 1 instructional day with the teacher within the last 15 calendar days

# Example 1

## One Window for All Schools in a District

School	Automatic Educator Assignment	Educator Assignment Review/Manual Adjustment	Survey Generation	Survey Period	Reporting Period*
School 1 K-5 <sup>th</sup>	Jan 11	Jan 12-15	Jan 17	Jan 18, 7am – Jan 21, 5pm	Jan 4 - Feb 5
School 2 6 <sup>th</sup> -8 <sup>th</sup>	Jan 11	Jan 12-15	Jan 17	Jan 18, 7am – Jan 21, 5pm	Jan 4 - Feb 5
School 3 9 <sup>th</sup> -12 <sup>th</sup>	Jan 11	Jan 12-15	Jan 17	Jan 18, 7am – Jan 21, 5pm	Jan 4 - Feb 5

\*Survey results will be displayed in CIITS approximately 3 weeks after the reporting period ends

## Example 2 - Multiple Windows in a District

School	Automatic Educator Assignment	Educator Assignment Review/Manual Adjustment	Survey Generation	Survey Period	Reporting Period*
School 1 K-5 <sup>th</sup>	Not using	Jan 18 – Feb 4	Feb 7	Feb 8, 7am – Feb 12, 5pm	Feb 8 - Mar 4
School 2 K-5 <sup>th</sup>	Jan 10	Jan 11-13	Jan 13	Jan 14, 7am – Jan 15, 5pm	Jan 4 - Feb 5
School 3 K-8 <sup>th</sup>	Jan 10	Jan 11-15	Jan 17	Jan 18, 7am – Jan 22, 5pm	Jan 4 - Feb 5
School 4 6 <sup>th</sup> -8 <sup>th</sup>	Jan 24	Jan 25-27	Jan 31	Feb 1, 7am – Feb 3, 5pm	Jan 4 - Feb 5
School 5 6 <sup>th</sup> -8 <sup>th</sup>	Jan 12	Jan 13-15	Jan 17	Jan 18, 7am – Jan 22, 5pm	Jan 4 - Feb 5
School 6 9 <sup>th</sup> -12 <sup>th</sup>	Jan 24	Jan 25-Feb 3	Feb 3	Feb 4, 7am – Feb 9, 5pm	Feb 8 – Mar 4

\*Survey results will be displayed in CIITS approximately 3 weeks after the reporting period ends

# Teachers Who Teach Multiple Grades and/or at More Than One School

- Surveys and results are by school
- One result per reporting period will be loaded into CIITS
- Participate in only one Infinite Campus administered survey per reporting period
  - District to determine which school to administer survey
  - School to determine which survey grade type
- Use both reporting periods to receive results in CIITS
- If more than one survey is needed in a reporting period, may use paper and pencil for additional surveys

# Taking Advantage of the Reporting Periods

- Mrs. Anderson teaches music at School 3 to K-8<sup>th</sup> grade
- Mrs. Davidson teaches Art at school 1 and 4
- Mrs. Anderson and Mrs. Davidson should only participate in one survey per reporting period

Teacher	School	Survey Method	Survey Period	Reporting Period
Mrs. Anderson	School 3 K-8 <sup>th</sup>	Grade 3-5 students only Use Grade 3-5 survey type	Jan 18 – Jan 22	Jan 4- Feb 5
Mrs. Anderson	School 3 K-8 <sup>th</sup>	Grade 6-8 students only Use Grade 6-12 survey type	Feb 10 – Feb 12	Feb 8 – Mar 4
Mrs. Davidson	School 1 K-5 <sup>th</sup>	Grade 3-5 students only Use Grade 3-5 survey type	Feb 8 – Feb 12	Feb 8 – Mar 4
Mrs. Davidson	School 4 6 <sup>th</sup> -8 <sup>th</sup>	Grade 6-8 students only Use Grade 6-12 survey type	Feb 1 – Feb 3	Jan 4 – Feb 5

# Scheduling A Survey

Survey controls maintained on School Resource Tab

Path: System Administration > Resources > School

- Each school scheduled individually
- Changing survey dates
  - Before survey generates
  - During a survey
  - Starting a new survey period

to and save.

### School Detail

SV Window Start Date  
11/30/2015

SV Window Start Time  
7:00 AM

SV Window End Date  
11/27/2015

SV Window End Time  
5:00 PM

\*SV Auto-Assignment Choice  
No Change: Retain Existing Survey Types

SV Auto-Assignment Date

# Manually Assigning a Survey Type

- Educator Assignments may be manually assigned
- Educator Assignments may be manually adjusted after Automatic Educator Assignment runs
- If Auto Assignment is set to “Clear All” or “Assign Survey Types” manually update Student Voice Assignments **AFTER** Automatic Educator Assignment runs

# Verify Educator Assignments

- Verify BEFORE Survey Generation!
- Use the Projected Teachers and Student Counts Report
  - Path: KY Reporting > KDE Reports > Student Voice – Projected Teachers and Students Count
- Correct Survey Types on the District Assignment Tab

# Manually Assigning a Survey Type

The screenshot shows the 'District Assignments' tab in a software interface. The 'Student Voice Survey' dropdown menu is open, showing the following options:

- 0: Not Participating
- 2: Grade 3-5 Teacher Survey
- 3: Grade 6-12 Teacher Survey

Student Voice Survey Type is located on the District Assignment Tab

Path: Census > People > (Staff Search)

Student Voice Survey drop-down must be set to one of the following:

- “Not Participating”
- “Grade 3-5”
- “Grade 6-12”

# Rules for Survey Generation

- Students must have been scheduled in a section with the teacher about whom they are responding for **no less than 15 instructional days during the last 90 calendar days**
  - Retrograde counting for scheduling beyond 90 days is not permitted
- **Non-traditional days (weather related) are to be counted toward the 15 instructional day requirement**
- Students must have been scheduled in a section with the teacher about whom they are responding for at least 1 instructional day during the last 15 calendar days

# Rules for Survey Generation

- Survey will be generated for every student meeting rules in all sections
  - Not every student assigned a survey must take the survey
  - School may determine which students will take the survey. This determination must be consistent with the requirements of the district CEP
    - Example: If a teacher has multiple classes, the district or school may decide which class will take the survey
- It is the responsibility of the school to ensure students who have not been granted permission to participate do not take a survey

# Survey Generation

- Generation will occur the night before the Survey Start Date
- Once surveys are created, they cannot be cancelled
- Educator Assignments **MUST** be completed before surveys are generated
- Survey Type must be set on District Assignment Tab for the school

# Progress Monitoring Report

- Use to ensure minimum 10 usable results received for a teacher
  - Lists Teachers with
    - Number of students to whom a survey was sent
    - Number of responses which can be included in the teacher's results

# Educators with List of Students Report

- Use to determine
  - If a teacher still needs students to take their survey
  - Find which students are needed to meet 10 results minimum
- Lists Teachers and the names of students who were assigned a survey for the teacher and indicates if the student completed the survey.

# Rules for Survey Result Calculations

- Must be at least 10 student respondents for survey results to be considered
  - Teachers with multiple classes at the same school may combine numbers to meet the minimum requirement
  - **Results are by school - students from a different schools may not be combined**
- The percentage of positive responses of a construct is calculated by counting the total number of positive responses for each question within the construct and dividing by the total number of responses for each question within the construct.

# Rules for Survey Result Calculations

- **Results are calculated by school and teacher.** One result per reporting period will be displayed in CIITS Educator Development.
  - Teachers who work at more than one school in a district will need to work with their district to determine which school they will participate in an Infinite Campus administered survey
  - If results from multiple schools are required, the teacher will need to administer paper/pencil or other method surveys

# Student Voice Data in CIITS

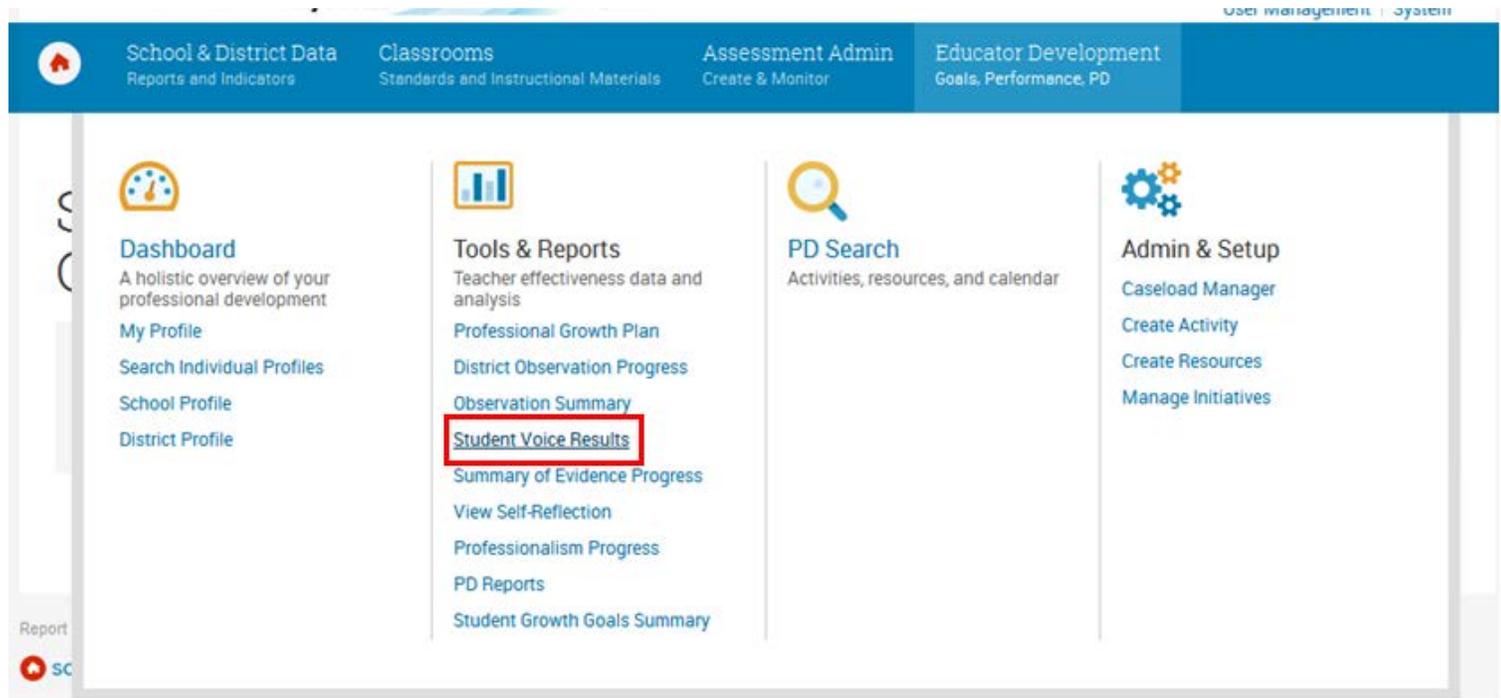
- Student Voice data in CIITS is displayed by teacher
- Data can be viewed by each school where a teacher is assigned
- Teachers will receive one set of Student Voice results as assigned to one school and one grade level group for each reporting period

# Student Voice Data in CIITS

- CIITS reports results for each of the 7 constructs as a percentage based on:
  - Total number of positive responses divided by the total number of student responses
  - The top two positive responses are considered positive responses
  - Grades 3-5 response count will include “Mostly yes,” “Yes, always,” *with the following exception: Question #12, “Students behave so badly in this class that it slows down our learning,” will be reported as positive using the responses “No, never” and “Mostly not”*
  - Grades 6-12 response count will include “Mostly true,” and “Totally true”

# Access results in CIITS

- Hover mouse pointer over “Educator Development”
- Under “Tools and Reports” click on “Student Voice Results”



# Choose the Reporting Window

## Student Voice Results for Kentuckytown County

Student Voice data is not available for 2015 - 2016 year.

[View data from prior years.](#)

**2014-2015**

[Spring – 1 2015 Results](#) - Mar. 4, 2015 - Mar. 25, 2015

**2013-2014**

[2013-2014 Student Voice](#) - Mar. 19, 2014 - Apr. 2, 2014

**2012-2013**

[Student Voice](#) - Mar. 1, 2013 - Mar. 31, 2013

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About this Site

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# District View

## Student Voice Results for Kentuckytown County



Spring – 1 2015 Results  
Mar. 4, 2015 - Mar. 25, 2015  
[Choose another window](#)

5 schools

Average Overall Score  
 72.6%

School ^	Overall Score	Engage	Nurture	Support	Discipline	Trust	Understand	Transparency
Bluegrass Elementary <small>Alternative</small>	69.9%	73.5%	76.5%	68.5%	57.0%	65.0%	74.5%	74.0%
Commonwealth Elementary <small>Combined</small>	68.8%	57.2%	67.8%	81.2%	61.4%	68.6%	70.8%	74.5%
Kentucky Elementary <small>4 educators Elementary</small>	78.9%	59.2%	84.4%	92.6%	67.2%	81.6%	78.1%	89.1%
Kentuckytown County High School <small>11 educators High School</small>	76.1%	68.7%	74.4%	79.0%	80.0%	77.0%	75.7%	77.8%
Thoroughbred Middle School <small>12 educators Middle School</small>	66.5%	59.5%	65.8%	74.6%	59.1%	67.8%	68.0%	70.7%

# School View

## Student Voice Results for Kentuckytown County High School



Spring – 1 2015 Results  
 Mar. 4, 2015 - Mar. 25, 2015  
 Choose another window ▾

21 educators  
 Filter by grade level  
 or subject taught

Average Overall Score  
**76.1%**

Educator ↕	Overall Score ▲	Engage ↕	Nurture ↕	Support ↕	Discipline ↕	Trust ↕	Understand ↕	Transparency ↕
Buttons, Mary	39.3%	17.0%	29.0%	42.0%	73.0%	49.0%	32.0%	33.0%
Denton, Roland	55.9%	44.0%	52.0%	71.0%	56.0%	60.0%	56.0%	52.0%
Greatland, Kame	62.3%	50.0%	57.0%	76.0%	83.0%	59.0%	55.0%	56.0%
Montsan, Chelle	65.3%	58.0%	59.0%	68.0%	76.0%	60.0%	61.0%	75.0%
Roberts, Quincy	69.3%	66.0%	69.0%	77.0%	52.0%	68.0%	78.0%	75.0%
Winton, Myracle	73.6%	55.0%	81.0%	78.0%	69.0%	82.0%	74.0%	76.0%

Middle School

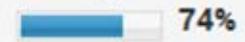
# Teacher View

## 2015 - 2016 Student Voice Results for Myracle Winton

Spring - 1 2015 Result...

[Choose another survey](#) ▾

Average Overall Score



Measure	Positive Responses	No. Student Responses
Engage	 55%	34
Nurture	 81%	34
Support	 78%	34
Discipline	 69%	34
Trust	 82%	34
Understand	 74%	34
Transparency	 76%	34

# Resources

- **Student voice website** :  
**<http://education.ky.gov/teachers/PGES/TPGES/Pages/TPGES-Student-Voice-Survey-Page.aspx>**
- **Student Voice Implementation Guide** :  
**<http://education.ky.gov/teachers/PGES/TPGES/Documents/SV%20Implementation%20Guide%202015.pdf>**

# Resources

- **This power point will be made available on the SV website**
- **Technical guides will become available on the website in December**

# Contacts

## Kentucky Department of Education

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