

**Washington State SNAP-Ed
*Grazin' with Marty Moose***

**Implementation and Evaluation Protocol
FFY2019**

Please use this implementation and evaluation protocol for all *Grazin' with Marty Moose* lessons during FFY2019.

Curriculum Fidelity:

Grazin' with Marty Moose is an emerging curriculum. Local SNAP-Ed providers using this curriculum must coordinate with the Curriculum and Evaluation Teams for Washington State SNAP-Ed.

Please use only the version of *Grazin' with Marty Moose* posted on the curriculum website: <http://extension.wsu.edu/curriculum-fidelity/links-to-curriculum/>.

The lessons are written for second grade students and must be taught in second grade classrooms only.

All lessons must be taught as written. No modifications or additions (other than optional activities) are allowed.

Teaching calendars for each local provider using the *Grazin' with Marty Moose* curriculum should be sent to Maggie Grate: Maggie.grate@wsu.edu.

The curriculum team will conduct site visits with all educators teaching the curriculum. Please expect our visits to be frequent. Please communicate updates/changes to your teaching calendars in a timely manner. We know schedules sometimes need to be rearranged.

Evaluation:

Please use **only** the approved evaluation tools listed below for conducting pre and post tests for *Grazin' with Marty Moose*. Please do not make any adjustments to the tools. Other tools may not be used, even if they have been used in the past. Please collect only the information that is required on the forms.

Purpose: Documents student knowledge before and after participating in a series of *Grazin' with Marty Moose*

When to use: with the *Grazin' with Marty Moose* curriculum.

Tools:

- 1.) Eat Well and Move! K-2nd Grade Evaluation Tool (pre and post tests)
- 2.) Marty Moose Teacher Evaluation Tool 2017-adapted from CalFresh. Link to teacher evaluation tool can be found here: <http://extension.wsu.edu/curriculum-fidelity/links-to-curriculum/>

(To receive copies of the Marty Moose evaluation tools contact the evaluation team at: SNAPEdEvaluation@doh.wa.gov; you may also print your own copies)

Instructions:

- Each Washington State SNAP-Ed educator will use the tools listed above with all Marty Moose classes during FFY2019 year.
- Participant ID numbers will be assigned according to the Washington Statewide SNAP-Ed Evaluation: Unique Identification Numbers Protocol (please see below).
- Educators will administer the pre- and post-tests. This evaluation tool should not be given to the teachers to administer.
- Students complete the pre-test before the first lesson of the series.
- Students complete the post-test after the last lesson of the series. It is important that the majority of students complete both the entry and exit tools. (It is OK if there are new students or if some students were absent the first/last time).
- Classroom teachers complete the retrospective teacher evaluation after the last lesson of the series.
- All program activity data, demographic data, teacher evaluation forms, and pre/post data will be entered into PEARS according to your regional process, and should be entered into PEARS no later than 30 days after you finish administering the curriculum. Implementing agencies may have additional regional requirements.
 - If you need help entering the pre/post survey data into PEARS, reach out to the evaluation team (SNAPEdEvaluation@doh.wa.gov) and your implementing agency.
 - For help with PEARS, reach out to your implementing agency or the PEARS support team (Pears@oeie.ksu.edu).
- Originals of all evaluation tools are stored according to direction from your implementing agency.

Please see page 3 for instructions on assigning ID numbers

Washington Statewide SNAP-Ed Evaluation: Unique Identification Numbers Protocol

Unique participant identification (ID) numbers help the evaluation team match a participants pre- and post-tests. Matching lets the evaluation team measure one person's change over time. This helps us learn if a curriculum is effective at teaching our Washington SNAP-Ed population. Educators should assign an ID number to every person who takes a survey in a SNAP-Ed direct education.

When to use ID Numbers:

Educators should assign ID Numbers to all SNAP-Ed direct education participants who take a pre/post survey or fill out a demographics card. A participant should use the same ID number for all of their SNAP-Ed evaluation materials.

- Use each student code only once during the fiscal year.
- Adult and youth ID codes should not overlap.
- Local agencies and educators should assign student codes.

How to Assign ID Numbers:

Educators should get a class roster or sign-up sheet. They should use that roster to pair ID numbers with names. Then, the educator can have participants write their name or their assigned ID number on their survey.

If educators have participants write their names, the local agency must mark out the names and replace with SNAP-Ed ID numbers before they follow their IA's data entry procedure, or enter data into PEARS themselves.

All ID numbers should be used for only one person per fiscal year.

SNAP-Ed ID Numbers should look like this:

<u>3</u>	<u>0</u>	<u>5</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>3</u>
Region (1-5)	Local Agency (00-99)		Student code (0000-9999)			

Implementing Agencies will assign local agency numbers. Local agencies will assign the four-digit student code. Every participant in a SNAP-Ed direct education should have a unique ID number.

ID Number Tips for Educators:

- While ID Numbers should be assigned upon enrollment, the educator may decide whether the participant will put their ID number on the survey or if the educator will fill it in after-the-fact.
- The evaluation team strongly recommends that educators keep a separate list that matches assigned ID numbers with names. This will ensure consistency, help with data entry, and prevent issues around forgotten student codes. This list should be held separately from the surveys in a locked cabinet or password protected file, and destroyed upon completion of the class.