2022-23 Staff Survey

Evaluation of 21st Century Community Learning Centers Staff Survey 2023

PURPOSE OF RESEARCH. This survey will help us understand how after-school programs work from the perspective of staff. This is not a test. YOUR SUPERVISOR WILL NOT BE INFORMED of your individual answers. You have been selected as a possible participant because you are a paid or volunteer staff member or vendor providing activities at a Michigan 21st Century Community Learning Centers (21st CCLC) site.

WHAT YOU WILL DO. If you agree to participate in this research study, we will ask you to complete a survey about your experiences at the 21st CCLC site. The survey will take 20-30 minutes to complete.

POTENTIAL BENEFITS. You will not directly benefit from your participation in this research study. However, your participation will help your program and Michigan Department of Education understand what working conditions are like for those who work in 21st CCLC programs and the kinds of practices that staff report about working with youth. They will use this information to improve the program. The information also may contribute to the understanding of what aspects of staff interaction and activities are associated with positive student outcomes.

POTENTIAL RISKS. One risk of participating in this study is breach of confidentiality. We take many steps to protect the privacy of your information, including assigning code numbers, keeping information locked in file cabinets and on password-protected computers, only allowing research team members to see the data, and never reporting any individual responses. Summarized responses will be reported to your program administrators only if at least three people answered the question. You may skip any questions you do not feel comfortable answering. This study is completely voluntary.

PRIVACY AND CONFIDENTIALITY. The data for this project will be kept confidential. Information about you will be kept confidential to the maximum extent allowable by law. Your supervisors will not be able to see your individual survey responses. After code numbers are assigned, all identifying information will be removed and the key destroyed. The results of this study may be published or presented at professional meetings and in reports, but the identities of all research participants will remain anonymous. Data will be kept at MSU for at least 7 years, and at least 3 years after the end of the project. Data will be stored in a locked file cabinet and on secure password-protected computers in the research office on the MSU campus. The only people who will have access to identified data are members of the research team and MSU's Institutional Review Board, which monitors protection of human subjects.

survey, use the same link.
This survey is <u>NOT</u> for Site Coordinators or Project Directors. Do not proceed if you are a Site Coordinator or Project Director.
Are you a staff member according to the following definition?:
Staff: You have direct contacts with youth working at the after-school program (whether you are paid or not) and you don't serve in a supervisory role (Not a Site Coordinator, Assistant Site Coordinator, etc.).
NOTE: If you check NO for this, then you will be logged off the survey. If you have received this link in error and you do not work for the 21st Century Program, check NO.
○ Yes
○ No

Q1	What is yo	ur gender?
	O Male	
	O Female	e
	Other ((Please specify)
Q2	Please che	eck the box if you have any professional certifications below.
		At least an Associate Degree in child-related field
		MiSAYD
		Teaching certificate
		Social worker
		At least 60 semester hours with 12 semester hours in a child-related field
		NONE of above
		Others
Q3	Do you cui	rrently work as a certified teacher during the school-day?
		Yes
		No
Q4	Are you of	Hispanic, Latino(a), or Spanish origin?
	O Yes	
	O No	

Q5 What race(s) do you identi	fy with? (Check all that apply)
White or Cauca	ısian
Black or Africar	n American
Middle Eastern	/Arabic
Asian (Indian, 0 Laotian, etc.)	Chinese, Filipino, Japanese, Korean, Vietnamese, Hmong,
Native Hawaiia	n or Pacific Islander
American India	n or Native Alaskan
Unknown	
Other (Please s	specify)
Q6 Which of the following is m closest to your situation)	ost like your position in THIS program? (Select the ONE that is
O I am a regular staff hire	ed and paid by this program
O I am from another orga program	inization that has agreed to provide enrichment activities at this
O I am an independent c program	ontractor who has agreed to provide enrichment activities at this
O I am a volunteer	
Other (please specify)	

situation at THIS program)
O school-day/substitute teacher
Retired school teacher
O Supporting staff (Librarian, counselor, paraprofessional, etc)
O Youth worker, youth activity/program leader, youth development specialist
○ College student
O High-school student
O Family member
Other member of the community (business person, etc)
Other (please specify)

Q7 Which of the following BEST represents you? (Select the ONE that is closest to your

Q8 How many years have you worked in ANY program or school with youth? (Select "0" if this is your first year)
\bigcirc 0
O 1
O 2
○ 3
O 4
O 5
O 6
O 7
O 8
O 9
O 10
O 11
O 12
O 13
O 14
O 15
O 16
O 17
O 18
O 19

	○ 20
	O 21
	O 22
	O 23
	O 24
	O 25 or more
Q9 (Se	How many years have you worked in THIS program with youth? elect "0" if this is your first year)
	\bigcirc 0
	\bigcirc 1
	○ 2
	Оз
	0 4
	○ 5
	○ 6
	○ 7
	○ 8
	O 9
	O 10
	O 11
	O 12

	O 13
	O 14
	O 15
	O 16
	O 17
	O 18
	O 19
	O 20
	O 21
	O 22
	O 23
	O 24
	O 25 or more
Q10	Are you paid to work at this program?
	○ Yes
	○ No

Q11 On average, how much are	e you paid by this program per hou	Ir?
O Less than \$10 per hour		
○ \$10.00 to \$14.99 per hou	ur	
\$15.00 to \$19.99 per hou	ur	
\$20.00 to \$24.99 per hou	ur	
\$25.00 to \$29.99 per hou	ur	
○ \$30.00 to \$34.99 per hou	ur	
○ \$35.00 to \$39.99 per hou	ur	
○ \$40.00 or higher per hou	ır	
O I am not comfortable ans	swering this question	
Q12 Does this after-school prog	ram provide you with the following	
Q12 Does this after-school prog	ram provide you with the following Yes	p benefits? No
Q12 Does this after-school prog Health care benefits		
Health care benefits		
Health care benefits Retirement benefits Paid leave time		No O
Health care benefits Retirement benefits Paid leave time	Yes	No O

Q14 How many v - During Summe		ar were you p	aid for working	at this prog	ram?	
- During School `	Year					
Q15 Indicate how	w much you a Strongly		Neither	-	Strongly	l don't
	disagree	Disagree	disagree nor agree	Agree	agree	Know
New staff are informed about how staff at this program are expected to work with youth.	0	0	0	0	0	0
New staff are mentored by more experienced staff.	0	0	0	0	0	0
New staff are informed about what this program is trying to accomplish.	0	0	0	0	0	0
New staff are in daily communication with my supervisors about how things are going.	0	0	0	0	0	0

Q16 In the past year, how often did you participate in training or professional development on:

	I am not sure	Never	Once	2-4 times	More than 4 times
Social- emotional learning/Youth leadership	0	0	0	0	0
STEM	0	\circ	\bigcirc	\circ	\circ
Behavioral management	0	\circ	\circ	0	\circ
Health/Safety			\bigcirc	\bigcirc	\circ
Youth work method (i.e., reframing conflicts, ask- listen- encourage, etc.)	0	0	0	0	0

Q17.1 When working with youth	, do you use a spec	cific curriculum around the followir	າg:
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	No or I am not sure	Yes	N/A: This is not the subject I teach
Social-emotional learning (i.e., emotion management, empathy, teamwork, responsibility, initiative, problem- solving)	0	0	0
STEM (i.e., Science, Technology, Engineering, Math)	0	0	0
Youth leadership (i.e., youth advisory council, team- building)	0	0	0
Risk prevention (i.e., drug/alcohol prevention, anti-bully event)	0	0	0
Q17.2 If yes, what are t	he names of the curriculum?		

Q18 I participa all that apply)	ated in our continuous quality improvement process in the following ways: (check
live)	I attended a formal PQA Basics training through the Weikart Center (online or
	I received training on how to do self-assessment from my organization
	I used the PQA to observe another staff member
	I was observed by another staff member using the PQA
	I participated in a consensus PQA scoring meeting
	I reviewed and discussed our Leading Indicators Report
	I reviewed and discussed our PQA scores
	I co-developed program improvement plans with my supervisor
	I participated in follow-up discussions or progress meetings related to our goals

Q19 I am familiar with after-school standards; I would be able to...

	Strongly disagree	Disagree	Neither disagree nor agree	Agree	Strongly agree
Describe the main points of the Michigan state standards for after-school programs to someone else.	0	0	0	0	0
Describe the main points of at least one other written standard that applies to afterschool or youth development work (for example, National after-school Association, American Camping Association) to someone else.					
Describe the specific objectives for this program, as written in the proposal that this program's organization submitted to the Michigan Department of Education, to someone else.		0	0	0	0
Refer to the state standards or other written standards when identifying what this program should be doing with youth.		0	0	0	0

Q20 Rate how much you agree or disagree with the following statements about coworker support?

	Strongly disagree	Disagree	Neither disagree nor agree	Agree	Strongly agree
I can count on my coworkers to produce quality work.	0	0	0	0	0
I consider at least one of my coworkers to be a true friend.	0	0	0	0	0
I feel safe sharing feedback or concerns with my coworkers.	0	0	0	0	

Q21 Below, we ask about how you feel about your job. Remember, no one at the program will be given your individual answers. Your answers will be kept private.

	Strongly disagree	Disagree	Neither disagree nor agree	Agree	Strongly agree
I am satisfied with this job at this after- school program.	0	0	0	0	0

Q22 How often do you attend formal staff meetings at THIS SITE? (choose ONE answer that is closest to your situation)							
O Never or hardly ever							
Once ev	very two months						
Once pe	er month						
Once ev	very two weeks						
Once pe	er week						
Q23 Staff Meet	ings at this site a	re					
	Strongly disagree	Disagree	Neither disagree nor agree	Agree	Strongly agree		
Open to disagreement from staff	0	0	0	0	0		
Well organized	\circ	\circ	0	\bigcirc	\circ		
Open to input from staff	\circ	\circ	\circ	\bigcirc	\circ		
Able to achieve agreement from all participants when necessary		0		0			

Q24 In your view, what is the order of importance of goals for this 21st CCLC program as a whole (not just the activities you provide)?

DRAG and [<u>DROP</u> items to reflect your priority. Move the most important goal to the top (1),
and reorder	the rest so the bottom one is the least important goal (7) to you.
Imp	rove the academic achievement of all youth
Ena	ble the lowest-performing students to achieve grade-level proficiency
Prov	ride opportunities for youth to learn STEM or other academic subjects in a fun way
Help	youth keep up with homework
Eng	age youth in fun leisure activities otherwise unavailable to them (i.e., arts, music,
fitness, spor	ts, etc.)
Kee	p youth in a safe environment that allows them to relax, play, and socialize
Imp	rove the social and emotional development of youth

Q25 How often are the activities that you lead or participate in....

	Rarely	Sometimes	Frequently	Always
Well-planned in advance?	0	0	0	0
Based on written plans for the session, assignments, and projects?	0	0		0
Tied to specific learning goals?	\circ	\circ	\circ	\circ
Meant to build upon skills cultivated in a prior activity or lesson?	0	0	0	0
Explicitly designed to promote skill- building and mastery in relation to one or more state standard?	0	0		
Explicitly meant to address students' social-emotional developmental needs?	0	0	0	0
Structured to respond to youth feedback on what the content or format of the activity should be?	0	0		0
Informed by the expressed interests, preferences, and/or satisfaction of the participating youth?	0	0		

Q26 How often do you or other staff do the following:

	Never	Quarterly	Bi-monthly	Monthly	Weekly
Send materials about program offerings home to parents.	0	0	0	0	0
Send information home about how the student is progressing in the program.	0	0		0	
Hold events or meetings to which parents are invited.	0	0	0	0	0
Have conversations with parents over the phone.	0	0	0	0	0
Meet with a student's parents to talk about the student's progress.	0	0	0	0	0
Ask for input from parents on what and how activities should be provided.	0	0	0	0	0

Q27.1 Rate how much you agree or disagree with the following statements about linkages between the after-school program and the school-day:

	Strongly disagree	Disagree	Neither disagree nor agree	Agree	Strongly Agree	Not sure
On a week- to-week basis, I know what academic content will be covered during the school-day with the students I work with in the after- school program.	0	0			0	0
I coordinate the content of the after- school activities I provide with my students' school-day work.	0	0	0		0	0
I know who to contact at my students' day-time school if I have questions about their progress or status.	0	0	0			0
The activities I provide in the after-school program are tied to specific	0	0			0	0

learning goals that are related to the school-day curriculum. I use student assessment data to provide different types of instruction to students attending my afterschool activities based on their achievement level.

Q27.2 Rate how much you agree or disagree with the following statements about linkages between the after-school program and the school-day: *(Continued)*

	Strongly disagree	Disagree	Neither disagree nor agree	Agree	Strongly agree	Not sure
I help manage a 3-way communication system that links parents, program, and day-time school information.	0	0	0	0	0	0
I participate in regular joint staff meetings with school staff to discuss linkages between the school-day and afterschool.	0	0		0	0	
I meet regularly with school-day staff not working in the after-school program to review the academic progress of individual students.		0	0	0	0	
I participate in parent-teacher conferences to provide information about how program participants are doing.	0	0	0	0	0	

Q28 Please indicate whether you receive each of the following, and to what extent you use it in planning for activities you provide.

	Do not receive/use	Use occasionally	Use regularly
Individual students' academic plans.	0	0	0
Individual students' standardized test scores.	0	0	\circ
Individual students' grades.	\circ	0	\circ
Input from individual students' school-day teachers.	\circ	\circ	\circ

Q29.1 How frequently do you do the following with other staff working in the after-school program?

	Never	A couple of times per year	About three to five times per year	About once a month	Nearly every week
Review and interpret evaluation data.	0	0	0	0	0
Conduct program planning based on a review of data.	0	0	0	0	0
Use evaluation data to set program improvement goals.	0	0	0	0	0
Discuss progress on meeting program improvement goals.	0	0	0	0	0
Observe other afterschool staff delivering programming in order to provide feedback on their practice.	0	0	0	0	0
Get observed by other afterschool staff while I deliver programming in order to get feedback on my practice.	0	0	0	0	0

Q29.2 How frequently do you do the following with other staff working in the after-school program? (Continued)

program: (Comm	Never	A couple of times per year	About three to five times per year	About once a month	Nearly every week
Conduct program planning in order to meet specific learning goals in coordinated ways across multiple activities.	0	0	0	0	0
Share ideas on how to make programming more engaging for participating students.	0	0	0	0	0
Follow up about individual students.	0	0	0	0	0
Receive feedback from school-day teachers and/or administrators on how the program could better support student learning needs.	0	0	0	0	
Discuss current research-based instructional practices.	0	0	0	0	0
Work with or see presentations from the local evaluator for this program.	0	0	0	0	0

Q30 How frequently does your supervisor do the following things?

	Never	A couple of times per year	About three to five times per year	About once a month	Nearly every week
Review your activity plans.	\circ	\circ	\circ	\circ	\circ
Make sure that program goals and priorities are clear to you.	0	0	0	0	0
Give you positive feedback.	0	0	0	\circ	\circ
Be visible during activities.	0	0	0	0	\circ
Give you useful feedback about how you work with youth.	0	0	0	0	

Q31.1 At this program...

	Strongly disagree	Disagree	Neither disagree nor agree	Agree	Strongly agree	Not sure
Staff listen to youth more than talk at them.	0	0	0	0	0	0
Staff actively and continuously consult and involve youth.	0	0	0	0	0	0
Staff facilitate youth to lead activities.	\circ	\circ	0	0	\circ	\circ
Staff have youth help or mentor other youth in completing a project or task.	0	0	0	0	0	0
Staff provide opportunities for the work, achievements, or accomplishments of youth to be publicly recognized.	0	0	0	0	0	0
Staff have youth make formal presentations to the larger group of students.	0	0	0	0	0	0

Q31.2 At this program...(Continued)

	Strongly disagree	Disagree	Neither disagree nor agree	Agree	Strongly agree	Not sure
Staff include time in activities for youth to reflect on their experiences (e.g., formal journal writing, conversational feedback).	0	0	0	0	0	0
Staff are effective at providing youth with meaningful choices during activities.	0	0	0	0	0	0
Staff provide structured and planned activities explicitly designed to help youth get to know each other.	0	0	0	0	0	0
Staff are effective at providing youth with opportunities to set goals and make plans within the program.	0	0	0	0	0	0
Staff ask for and listen to student opinions about the way things should work in the program.	0	0	0	0	0	

Staff have youth work collaboratively with other youth in small groups.	0	0	0	0	0	0
Staff have youth work on group projects that take more than one day to complete.	0	0	0	\circ	\circ	0

Q31.3 At this program...(Continued)

	Strongly disagree	Disagree	Neither disagree nor agree	Agree	Strongly agree	Not sure
Youth are able to take responsibility for their own program.	0	0	0	0	0	0
Youth can set goals for what they want to accomplish in the program.	0	0	0	0	0	0
Youth help make plans for what activities are offered at the program.	0	0	0	0	0	0
Youth make choices about WHAT content is covered in program offerings.	0	0	0	0	0	0
Youth make choices about HOW content is covered in program offerings.	0	0	0	0	0	0
Youth help create rules and guidelines for the program.	0	0	0	0	0	0

Q32 etc.?	Is there anything else that you would like to share about this program, working w	ith youth,
_		
_		
-		
	Please enter your name here. This is optional, this is for tracking and quality con oses only and will be deleted from all data files.	trol

Click on the **SUBMIT** button to end the survey.

Thank you very much for completing this survey. Your answers will be used to help improve 21st Century and other youth programs in Michigan.