

Honeoye Falls - Lima High School

Each program in Honeoye Falls-Lima undertakes a Program Evaluation Cycle every four years. This table shows the team the necessary steps, with additional pages providing more detailed guidance and assistance establishing a timeline.

Program Review Processes at a Glance
January 2008

	<i>Current Non-instructional Program Review, Formerly for all programs</i>	<i>Current Instructional Program Review</i>
Step 1	<ul style="list-style-type: none"> What is being evaluated and why Essential questions created by review team Target audience 	<ul style="list-style-type: none"> Forming the team and timeline Date for sharing the report Date and finding of past evaluation
Step 2	<ul style="list-style-type: none"> Identification of the sources of data collection and the relationship to the essential questions Explanation of the process of data analysis Explanation of the results of the data analysis Documentation, including supporting materials 	<ul style="list-style-type: none"> Statement about current program Collection of data and evidence of student learning Analyze and synthesize student performance data Identification of strengths and limitations of student performance Collection of evidence of verification of the perceived strengths and limitations of instructional practices and organizational conditions
Step 3	<ul style="list-style-type: none"> Recommendations for: students, staff development, curriculum and instruction, other areas (as appropriate) 	<ul style="list-style-type: none"> Benchmarking against similar NYS schools Benchmarking against nationally recognized schools Review of research-based instructional practices and organizational conditions of high performing schools Review of information from Step 2 against the information.
Step 4	<ul style="list-style-type: none"> Impact: financial, curricular, scheduling, staffing 	<ul style="list-style-type: none"> What have you learned about the program being reviewed? What other questions/concerns have arisen?
Step 5	<ul style="list-style-type: none"> Limitations—additional issues of concern Additional audiences 	<ul style="list-style-type: none"> Recommendations and identification of priorities for improving student learning Recommendations and identification of priorities for improving the quality of the work of the program, including organizational effectiveness. How might this information be used with other programs? Impact associated with recommendations.
Step 6	<ul style="list-style-type: none"> Closing comments 	