

2024 Survey Administration Plan Adapted Measure of Math Engagement

Plan for Survey Administration - Feb 2024

Last Updated: January 17, 2024

Data Collection

We would like **as many students** (in all five participating schools) to complete the survey as possible. Using the link or QR code that will be shared, students can access the 5–10-minute survey. Students will receive a \$10 electronic gift card within a month of completing the survey.

Roles

Action Items	Students	Teachers
Step 1	<ul style="list-style-type: none"> Provide insights/suggestions to your school's plan below. 	<ul style="list-style-type: none"> Modify and build out your plan below. Let Diane know what materials you need for promoting the survey (e.g., facilitator guide for teachers, slide for classrooms, flyers). Examples of materials: <ul style="list-style-type: none"> Slide [link] Flyer [link] Facilitator Guide [link]
Step 2	<ul style="list-style-type: none"> Do any necessary outreach or communication with administrators, teachers, other staff, or students involved in the success of the plan 	
Step 3	<ul style="list-style-type: none"> Talk about the survey with your friends and classmates. Encourage them to take it! 	<ul style="list-style-type: none"> Administer the survey in your school.

Timeline

- January 23rd or 29th:** AM-ME Research Group meeting to discuss survey administration plan.
- February 1:** Receive materials for promoting the survey from Diane.
- February 5th-16th:** Survey administration window.

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Learn more about the Adapted Measure of Math Engagement at <https://www.childtrends.org/project/adapted-measure-of-math-engagement>.

Adapted Measure of Math Engagement

[High School]

When	<p>What dates/times will you have students take the survey in your school?</p> <p>No advisory during the week of the 5th</p>
Where	<p>Where will they take the survey? <i>For example, in class or outside of class? If in class, which class periods?</i></p> <p>In their math class</p>
How	<p>What steps need to be taken to make it happen? <i>For example, do you need to meet with all math teachers? Do you need your principal's approval? Do you need an update for how the survey is going half way through?</i></p> <p>SLIDES WOULD BE HELPFUL</p>
Who	<p>Who is involved in taking the steps to make it happen? <i>For example, do you want Sammy or Alyssa to come in and talk to your teachers?</i></p>

[High School]

When	<p>What dates/times will you have students take the survey in your school?</p> <p>During their math classes, with a primary push of 2/12 and 2/13, and then a secondary push (depending on response rates) on 2/15 and 2/16.</p>
Where	<p>Where will they take the survey? <i>For example, in class or outside of class? If in class, which class periods?</i></p> <p>During Advisory Unfortunately, there is already another survey planned during advisory, and I [teacher] don't want to influence response rates for either one by overloading them.</p>
How	<p>What steps need to be taken to make it happen? <i>For example, do you need to meet with all math teachers? Do you need your principal's approval? Do you need an update for how the survey is going half way through?</i></p> <p>ASK THE DEAN THE BROADCAST IT</p> <p>A dean video would be good! But also, [teacher] will meet with all math teachers next week (2/6?) to give them a little training and to convince them to fit this into their lesson plans on Monday and Tuesday.</p>
Who	<p>Who is involved in taking the steps to make it happen? <i>For example, do you want Sammy or Alyssa to come in and talk to your teachers?</i></p> <p>[Teacher] would like the slide by 2/6 to show to teachers and to email it to them while they are thinking about it. I will also ask to have a similar slide put into the advisory slides. This slide for advisory should say something like, "If you haven't already filled this out in your math class" or something like that.</p>

Adapted Measure of Math Engagement

[Middle School]

When	What dates/times will you have students take the survey in your school?
Where	Where will they take the survey? <i>For example, in class or outside of class? If in class, which class periods?</i>
How	What steps need to be taken to make it happen? <i>For example, do you need to meet with all math teachers? Do you need your principal's approval? Do you need an update for how the survey is going halfway through?</i> THE NEWS One of the researchers talk about it
Who	Who is involved in taking the steps to make it happen? <i>For example, do you want Sammy or Alyssa to come in and talk to your teachers?</i>

[Middle School]

When	What dates/times will you have students take the survey in your school? Feb 5th/6th
Where	Where will they take the survey? <i>For example, in class or outside of class? If in class, which class periods?</i> In math class
How	What steps need to be taken to make it happen? <i>For example, do you need to meet with all math teachers? Do you need your principal's approval? Do you need an update for how the survey is going halfway through?</i> Meet with math teachers
Who	Who is involved in taking the steps to make it happen? <i>For example, do you want Sammy or Alyssa to come in and talk to your teachers?</i> Just [teacher] :)

[Middle School]

When	What dates/times will you have students take the survey in your school?
Where	Where will they take the survey? <i>For example, in class or outside of class? If in class, which class periods?</i>

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How	What steps need to be taken to make it happen? <i>For example, do you need to meet with all math teachers? Do you need your principal's approval? Do you need an update for how the survey is going halfway through?</i>
Who	Who is involved in taking the steps to make it happen? <i>For example, do you want Sammy or Alyssa to come in and talk to your teachers?</i>