Colorado Healthy Schools Smart Source Frequently Asked Questions

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Smart Source Overview

What is Smart Source and why do we need it?

There are multiple efforts to collect school health policy and practice data, and many Colorado schools and districts have experienced "data measurement overload." Other schools and districts do not assess health policies and practices and lack access to a reliable tool to do so. We know that healthy students learn better, and schools are

asking for data to help drive decisions to meet the needs of their students and, in turn, positively affect academic achievement. Smart Source will streamline multiple efforts into one system so that all schools are assessing the best practice strategies that have the greatest impact on health and wellness. Smart Source will also increase the number of schools and districts assessing their health policies and practices in order to allow for meaningful comparisons across the state.

How will Smart Source streamline multiple health policy and practice data collection efforts?

Smart Source has developed a tool with a core set of items that will replace many of the tools currently used to assess policy and practice, such as Healthy School Champions Score Card. For schools and districts that receive school health funding, additional grant-specific questions will be added to the core-set as many funders have already agreed to use Smart Source as their assessment. For schools randomly selected to participate in national efforts, coordination will occur so that schools are approached at one time about health policy and practice assessments.

How is Smart Source funded?

Smart Source is funded by Kaiser Permanente and is a collaborative effort between The Colorado Education Initiative, the Colorado Department of Education, the Colorado Department of Public Health and Environment, and the Colorado Coalition for Healthy Schools.

What is the timeline for Smart Source?

2013: Develop plan for how to streamline health policy and practice efforts.
2014-2015: Identify indicators and pilot the Smart Source tool.
2016-2017: Finalize Smart Source items and expand the number of participating schools and districts.

Pilot

What is the Smart Source pilot?

In the fall of 2014, schools will be asked to participate in a pilot to test the Smart Source indicators. Schools participating in this pilot will have the opportunity to provide feedback and help shape the new system for the state. The pilots will inform the final core set of indicators.

What are the benefits of being a pilot site for Smart Source?

The plan is for Smart Source to be "the" school health policy and practice tool by the end of 2017. By participating in the pilot now, schools will:

- Earn the following incentives:
  - $25 Visa gift card for site coordinator
  - Two CEI Summit registrations ($150 value)
  - $300 per school
  - Report summarizing Smart Source results
  - Entrance into a raffle for either:
    - A salad bar ($2500 value)
      OR
    - A school climate and behavioral health training with Rosalind Wiseman, author of *Queen Bees and Wannabes*
- Have the opportunity to receive one-on-one technical assistance and resources
- Help inform the fine-tuning of the Smart Source instrument

Who should be a Smart Source site coordinator?

The principal of each pilot school will be asked to designate a site coordinator, who will be in charge of overseeing the pilot at their school. He or she will serve as the main Smart Source contact and will enter data into the online platform. If the site coordinator does not know the answer to a question, he or she will identify the appropriate staff person who can provide that information. The following positions are examples of staff that can serve as the site coordinator:

- principal
- vice principal
- school health and wellness team/advisory council leader(s)
- physical education teacher
- health education teacher
- food-service manager
- school nurse
- school counselor

How much time is involved in being a Smart Source pilot site?

We estimate that a site coordinator will spend between 3 to 10 hours participating in the pilot, including potential follow-up opportunities to provide feedback about the process and learn about how to use data.

The process will entail:
1. November – December 2014: Site coordinators will complete the Smart Source instrument.
2. January – March 2015: Provide input about Smart Source through follow-up interviews, focus groups or phone calls.
3. April – May 2015: Receive reports and attend trainings on how to use data.

How will Smart Source differentiate between the health policies and practices that occur at the district level from those that occur at the school level?
Smart Source will also conduct a district level pilot in the fall of 2015 with health policy and practice questions that are specific to a district level collection. Content for the district level tool will be finalized in the spring and summer of 2015.

How will data for Smart Source be collected?
The Smart Source core set will be administered through Qualtrics, an online survey platform. Each site coordinator will receive a link to the online Smart Source tool with instructions about an authentication code. This online tool will allow site coordinators to stop and restart the tool as necessary.

How do schools volunteer to be a part of the Smart Source pilot?
Any Colorado public elementary, middle, or high school can be a pilot participant. Schools volunteering to pilot Smart Source must complete the survey in November or December of 2014. Contact Andrea Pulskamp at 720.502.4749 or apulskamp@coloradoedinitiative.org to volunteer to participate in the pilot.

Comparison to Other Tools

How many questions are included in Smart Source and how does that compare with other school-level tools?
Smart Source will have approximately 75 questions. Current tools used in the state range from 85-125 questions.

How will the data collected through Smart Source be better than other data we already get from other sources?
Many efforts assessing school health policy and practice do not provide data back to schools, and those that do, often do not offer meaningful comparisons or recommendations for how to improve. Schools that participate in Smart Source will receive a report that provides usable, actionable data by offering comparisons to the aggregated results from all respondents, as well as recommendations for implementing best practices related to health and wellness. As part of the pilot process, Smart Source staff will seek feedback from participants about ways to make these reports most useful for schools.

Our school plans to apply for Healthy School Champions Score Card Recognition. How can we do that and also participate in Smart Source?
Schools that volunteer to complete the Smart Source tool can do so in place of Score Card and therefore, do not have to complete both to be eligible for recognition. Smart Source participants will still need to submit a narrative and five letters of support to be

considered for a Champions award (as currently required by the Healthy School Champions Score Card), and these can be uploaded into the Smart Source online platform. For more information about the Score Card, please visit: www.healthyschoolchampions.org.

It is important to note that schools will have an equal opportunity for recognition no matter which tool they choose to complete. All schools who apply for recognition will go through the same review process.

Approvals and Data Sharing

How will data collected from Smart Source be shared?
It is important to note that no student-level data or personally identifiable information will be collected during the Smart Source pilot. Data from each school will be kept confidential. Schools that participate in Smart Source will be provided a report that will include comparisons to the aggregated results of all participants. Each school's results will not be shared outside of the school unless school administrators voluntarily sign a data release agreement. Aggregated results from all Smart Source participants will likely be shared more broadly in order to inform where more resources or support are needed to improve school health and wellness at the state level.

Will our school or district be required to use Smart Source?
No, Smart Source is completely voluntary. However, the more schools and districts that use one tool, the more the state will collect and synthesize data about school health policies and practices in a consistent way. Having statewide support and participation will allow educators, funders, and agencies to all be working from the same "play book."

Has the Smart Source tool and methodology undergone a formal third party review?
Yes. The tool and the process for the Smart Source pilots underwent a review by CDE's Educational Data Advisory Committee (EDAC) and were approved per the stamp below.

PILOT
FORM # CEI-101
EDAC REVIEWED
10/3/2014 2014-2015