

**Knox County R-I School District**  
**Programs and Services Evaluation Form**

Program: Business Education

Person(s) responsible: Brandi Wriedt

Number of Employees: Certified X Non-Certified      Full-Time 1 and Part-Time 0

Number of students enrolled/participating in the program: 130

Program: Local      State      Federal     

Goals and Objectives (Can it be measured with data?):

1. Enrollment trends
2. Student performance
3. Graduation data
4. Placement and completer trends
5. Participation in FBLA
6. Involvement in community activities
7. Equipment and technology available for student use

Evaluation Criteria (What gauges success?):

1. Maintain or increase enrollment
2. 80% mastery rate of course competencies
3. Maintain high school dropout rate below 3%
4. Increase number of completers and placement rates of completers
5. Minimum of 50% program dollars available will be used to maintain equipment and classroom furniture

Types of data collected: (Check all areas that apply)

- Surveys of staff, community, students, business
- Standardized assessments, assessment statistics
- Longitudinal performance data
- Participation or placement rates
- Financial revenues/expenditures
- Internal evaluations by staff
- External evaluations by others
- Attendance rates
- Dropout rates
- Suspension/expulsion/discipline rates
- Participation rates in co-curricular/extracurricular activities
- Special program participation rates
- College/vocational attrition rates
- College/vocational completion rates
- Student attitude and interest surveys
- other

Procedures used to evaluate the collected data:

Data evaluates quantitatively focusing on measurement and numbers for comparison and trends for example in participation number and placement/completer rates. Qualitative evaluation directs a thorough and in-depth

understanding of data from the surveys and internal/external evaluations. Data is also reviewed by the joint agricultural/business advisory committee for suggestions to be made for improvement of each department.

Who collects the data A+ Coordinator/Vocational Coordinator, Vocational Business Teacher/Agriculture Teacher

Who reports the data? A+ Coordinator/Vocational Coordinator, Vocational Business Teacher/Agriculture Teacher

Who analyzes the data Administration, Business Department, Joint Agricultural/Business Vocational Advisory Committee

Success of program based on the data (benefits):

- Increasing enrollment in vocational business classes
- Maintaining strong membership numbers and participation in FBLA
- Upgrade for technology and equipment through use of FV4 funding

Recommended changes needed to achieve the goals and objectives of the program:

- Matching funds from district for upgrades of equipment and technology purchased with FV4 grant money.
- Adjustment of yearly schedule so that more students can participate in vocational classes

Action to be taken:

- Figure a way to have completers in the business area so you can continue to apply for FV4 grant money to upgrade equipment and technology
- Meet with counselor and principal to arrange schedule

Change made in the last two years:

#### **2019-2020**

- Increased enrollment in all courses
- 7<sup>th</sup> and 8<sup>th</sup> grade Exploratory class offered
- Personal Finance requirement moved to Junior year rather than Sophomore year to aid in relevance to students
- Updated 5 new computers in the lab and HP Color printer from FV4 50/50 Grant
- Submitted Local Community Partnership grant from Walmart and One Class At a Time from KHQA for Coffee Shop
- Web Design students are creating websites for 5-6 local businesses
- Marketing class offered in Fall
- Hospitality Management class will be serving two community dinners. Dinners will tie in to other courses (Desktop Publishing, Management, and Accounting)

#### **2020-2021**

- Personal Finance is offered to Juniors after a year off—curriculum is designed by Next Gen Personal Finance
- Updated 5 new computers in the lab and Adobe Creative Suite from FV4 50/50 Grant
- Utilizing second round of FV4 50/50 funding for Point-of-Sale/cash register system for Bus Café
- Classes have been placed in a rotation to vary course offerings (i.e. Middle School and Computer Science)
- Offered new courses in Business Law, Business Communication, and Computer Science
- Received grant through Amazon/Edhesive for the Computer Science curriculum

- Developed Professional Development Chair for FBLA to teach students valuable skills for interviews and life after high school
- Finished curriculum for classes during Summer 2020

Date presented to the Board of Education: \_\_\_\_\_