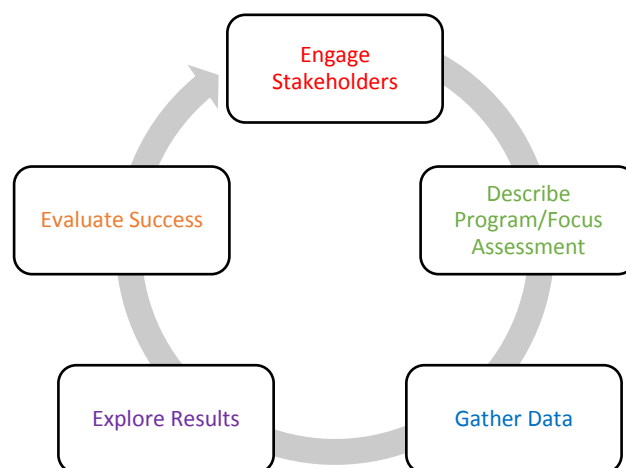


# Setting the Stage for School Social Work Evaluation and Development in Your School

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## 1. Engage Stakeholders

- a. Who are stakeholders?
- b. Why engage stakeholders?
- c. How do we engage stakeholders?

## 2. Describe Program—this information can be obtained from your stakeholders during engagement

- a. Who is your audience and environment? Where does/will the program take place?
- b. Describe the core components of the existing program or future program context

## 3. Focus the Assessment

- a. Use your stakeholders (students, staff, families) to focus the direction of your needs assessment
- b. Use your knowledge of the current program or a previous program you have worked in
- c. Collect existing data—from school/district documents, from conversations, from personal experience

## 4. Gather Data

- a. A comprehensive needs assessment includes a collection and analysis of data, survey information, focus groups, policy review, and review of current programs.

## 5. Explore Results

- a. What have you learned?
- b. Share the results!!

## 6. Evaluate Success

- a. Always include ways to measure the success of individual pieces of the program or the overall program (and use it regularly)