Welcome Back to Fall 2015
Here we go! Based on our thorough and thoughtful piloting year we are ready to launch a full year of research. This issue contains important information about planning for fall data collection and breaking news about a number of ways we will be able to offer assistance to sites in 2015-16. After a year of piloting, analyzing, learning, and revising we look forward to the year ahead with renewed excitement about the study.

• We have a streamlined, well-tested group of measures that will serve us well this year.
• Both the staff at all the core sites and the research team have learned a tremendous amount about where the promises and the challenges lie in carrying out the research.
• We have two Research Fellows on board who are prepared to assist with data collection
• AND we have new supports in place to help you through the data collection process.

Added Supports for YOU
We listened: doing this research takes time, attention, and extra work. As a result, we worked over the summer to develop a set of supports for the coming year:

• For core sites
  o A stipend of $500 per semester ($1,000 for the year) to help defray the cost of data collection. Payable once all data has been entered for the semester.
  o A designated Site Researcher and/or Research Fellow assigned to each site for support.
  o A Principal Researcher or Research Fellow on site to help launch data collection for performance measures. (If you can schedule overlap with the booklet measures, we can provide support for both.)
Fall 2015 Data Collection

As a separate attachment to this e-mail we have included a detailed checklist for Fall Data Collection (It will also be archived in the National Study DropBox to which you already have access). It is crucially important that you read through each detail. Dennie, Steven and Judy will be scheduling follow-up calls with each site liaison to walk through the document and the planning process. Highlights to note and NEW information includes:

- It is important to consent forms **right away**, as your program begins
- Is it important to identify the booklet measure proctors and the TAs who will serve as performance measure evaluators **right away**; the performance measure evaluators will be asked to complete an on-line Inter-Rater Reliability training that will take approximately 30 minutes and can be done from their home computers. PLEASE CHECK the attached document for details and upcoming deadlines.
- It is important to send us all the important dates for your Fall Data Collection **right away**: we want to schedule a Research Fellow and Researcher to travel to your site to be present for data collection; we want to get all the measure booklets and student rewards mailed to you on time; we are in the midst of scheduling visits with some of our funders – such as the Mellon Foundation – and we need your calendar dates to do so!
- It is important for you to attend a phone conference meeting with Steven on either Sept.10th or 11th to go through all the very important details of labeling and collecting your data. We will be offering extra help and guidance through this process and Steven will explain it all during these important meetings. PLEASE CHECK the attached document for details
- Remember, last year we worked with 2nd-4th graders, so that means that this year our target group is 3rd-5th graders (last year’s 2nd graders continue now as 3rd graders, etc.)
- We have worked to great lengths to make sure that all details are spelled out clearly in the attached planning document. Thank you in advance for the time and care you will take to go through it carefully – **right away**!

**Fall 2015 Data Collection Calendar**

**EARLY SEPTEMBER – Plan, Prepare and Organize**

**Week of AUGUST 31 – SEPTEMBER 4**

- As you prepare for program start-up, or begin start-up, create a plan for collecting consent and assent forms from families, students and all teachers participating
• Go through all information sent by the Research Team to insure that you are well prepared to plan and organize the Fall Data Collection process
• Set up a phone call with Dennie, Judy or Steven (if you have not already done so) to go through the information.
• Select the performance measure evaluators from your site (TAs or other musicians)
• Select the proctors for the booklet measures
• **Tuesday, September 1:** Newsletter and Fall Data Collection Information arrives to you via e-mail
• **BY Friday, September 4:** E-mail Judy the names of the TAs or other musicians who will serve as the fall performance measure evaluators. Judy will then send them an invitation to the Inter-Rater Reliability Training – to be completed at home via computer. This will take approx. 30 minutes to complete. Each TA should send their rating sheets to you once completed.

**Week of SEPTEMBER 7– SEPTEMBER 11**
• Site Liaisons should attend a phone conference with Steven on **EITHER September 10** from 1-2pm EST OR **September 11** from 3-4pm EST. Information to access the call will be sent directly to you. Steven will detail the process for keeping track of data and making sure it is correctly labeled. It is crucial that you attend the call.
• **BY Friday, September 11,** e-mail Judy the rating sheets from the Inter-Rater Reliability Training for each of your evaluators.
  • Continue the process of collecting consent and assent forms.
• Put together your Fall Data Collection Calendar:
  - The two booklet measures should be administered within 2 weeks of your program start
  - The performance measures should occur before October 31
  - Please include make-up dates for all of the measures – to account for absences, etc.

**Week of SEPTEMBER 14 – SEPTEMBER 18**
• Continue any aspects of planning and organizing process still needed
• **BY Friday, September 18 (sooner if possible):** E-mail Judy the calendar for the dates/times on which you will administer all measures

**LATE SEPTEMBER-OCTOBER – Administer Measures and Collect Data**

**Throughout late SEPTEMBER and OCTOBER**
• Measures are administered
• Calendars are coordinated with Research Fellows and Principal Investigators who will be on site to support performance measures and other aspects of study
• Data is collected, scanned, and photocopied
• **BY October 31 all measures are completed**

**Week of NOVEMBER 2 – NOVEMBER 6**
• Scanning and Photocopying are completed
• ALL original booklets and rating sheets are mailed

**LOOKING AHEAD**

November-December 2015: Processing of Fall Data Collection
• Phone conference with researcher to hear observations and suggestions and review data

April-May 2016: Spring Data Collection
Spring round of Data Collection
Site Specific measures administered (where applicable)

June, July and August 2016: Data Processing and Analysis
- Discussion draft of findings to sites
- Calls to discuss
- Final written report

Research Links:
https://shar.es/1tvK0P
What are the links between brain function and creativity? How can this knowledge affect the way we learn, work, and thrive? More than a dozen experts, including neurologists, artists, and cognitive psychologists, consider these and other questions in a new report from the National Endowment for the Arts titled How Creativity Works in the Brain. The report stems from a July 2014 research workshop co-sponsored by the NEA and the Santa Fe Institute, an independent, nonprofit research organization. Take a look. Consider sharing it with your staff and board members.

Any Questions?
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