

APPENDIX A:

Detailed Timeline – Cohort 1

	2006						2007						2008						2009									
	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O
Revise Study Design	█	█	█																									
Develop Instruments	█	█	█																									
OMB Submission			█	█	█	█	█	█																				
IRB Submission			█	█																								
School Recruitment										█	█																	
Informed Consent										█	█																	
Student Data Collection										█	█										█	█						
Teacher Data Collection										█	█										█	█						
Retrieval of School Records															█											█		
Random Assignment										█																		
Teacher Training												█																
LIC Implementation														█	█	█	█	█	█	█	█	█	█	█	█	█	█	
Coaching																												
Process Data Collection																												
Interim Analysis/Report																												
Final Analysis/Report																												

Detailed Timeline – Cohort 2

	2007					2008					2009					2010													
	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	
School Recruitment																													
Informed Consent																													
Student Data Collection																													
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Final Analysis/Report																													

APPENDIX B:

Draft Instruments

APPENDIX C:
School and School District Commitments



REL-West: Impact Study of the Lessons in Character Program Commitments Required of Participating Schools and Districts

The REL-West study of the Lessons in Character program requires the following commitments from schools and school districts that agree to participate in the study.

Commitments from Schools (Cohort 1)

- Teachers in schools randomly assigned to the study group will be released to participate in 8 hours of Lessons in Character training in summer/fall of 2007. The school will coordinate schedules to accommodate the professional development and coaching sessions during the 2007/2008 year.
- During 2007/2008 and 2008/2009, study group teachers will implement Lessons in Character in their classrooms.
- After Spring 2009, teachers in control schools will have the opportunity to implement Lessons in Character in their classrooms.
- Designation of a school staff member or other to act as a site coordinator to facilitate school visits and data collection.
- Teachers will distribute and collect active parent consent forms for students to participate in the study and to follow-up with parents by phone who have not returned the consents at weekly intervals (maximum of three follow-ups). In the event that a parent prefers a personal interview to complete the form, the teacher will offer that service and relay the message back to the LIC research coordinator.
- All 1st-4th grade teachers will be asked to assist with WestEd's data collection in spring 2007.
- Participating 2nd-5th grade teachers will be asked to assist with data collection during the 2007/08 and 2008/09 academic years.
- A designated site coordinator will assist WestEd in collecting school archival data, such as discipline and behavior referrals, absences, and tardiness and will assist in working with teachers to ensure high levels of parent consent returns.

Commitments from School Districts (Cohort 1)

- District staff will be asked to coordinate professional development schedules and days to accommodate Lessons in Character training (one-day workshop).
- Districts will be asked to provide access to demographic, disciplinary, and state standardized test data by student identification number.

- Districts will be required to understand, and agree to the implementation of, Institutional Review Board protections and consent procedures as required by federal and state law.