Appendix 14: Fall Focus Group Protocol

**Lessons Learned Meeting Protocol for PIs – Post Summer**

**Timeline: October 2011**

1. **Introductions & Consent (5 minutes)**
2. **Implementation of the Summer Activities (35 minutes)**

* What do you consider your greatest achievement this summer?
* Overall, how successful was your summer program in meeting NASA’s requirements, regarding:
  + Reaching and retaining student participants in general and underserved and underrepresented students in particular
  + Reaching and retaining classroom teachers
  + Providing professional development to classroom teachers
  + Developing partnerships with schools and other organizations
* Overall, what aspects of your SoI program were most challenging? How did you address these challenges?
  + Probes – Challenges related to recruiting & retaining students; Recruiting & retaining certified teachers; Building and/or maintaining partnerships; Engaging students in NASA content; Providing professional development/staff supports
* How did the successes and challenges vary across your camps?
* How was your experience using NASA curriculum materials and other resources? What successes did you encounter? What challenges did you encounter?
* What factors influenced students’ engagement with the NASA content? Which modules or activities were most successful in engaging students? Which modules or activities were least successful in engaging students?
* How (if at all) did you modify NASA’s curriculum materials? Why?
  + Probes:
    - How did you modify the NASA activities to align with students’ needs?
    - How did you modify the NASA activities to align with local and/or state standards?
    - How did you modify the NASA activities to accommodate lesson pacing and level of content difficulty?
* How do you think your SoI program influenced student learning and achievement this summer? How do you think it will influence these areas in the future?
* If you could start over, what would you do the same? What would you do differently?

1. **Capacity Building (15 minutes)**

* Which aspects of working with partners worked well during the summer (and why)? What would you like to change vis-à-vis working with partner organizations and why?
* How do you plan to maintain these partnerships? Have your partner organizations provided or agreed to continue with SoI beyond this summer?
* What supports have you received/would you like from NASA as the SoI funding level shifts?

1. **Planning for the School-Year Activities (25 minutes)**

* What activities do you have planned for the upcoming school year? How are you planning on using NASA content and resources?
* What roles do you anticipate your partners playing?
* How do you expect to continue to engage the same students who participated in the summer activities in the school year activities?
* What roles will classroom teachers and informal educators play?
* What supports do you plan to provide classroom teachers and informal educators?
* What challenges do you anticipate encountering during the school-year activities?

1. **Closing (10 minutes)**

* Do you have any additional thoughts about this summer’s SoI activities that we have not discussed?