

# How to Use the Tool

A Training Workbook for the SEL 5 Alive  
Student Assessment

2.26.25

## Homework

---

Please complete the 5 Alive Staff Survey here: <https://forms.gle/i2tq3mdWSAkSvTzU8>

Complete the following questions.

**Imagine you are an expanded learning instructor. How would you feel taking this survey?**

Click or tap here to enter text.

**Was there anything you would want to tailor for your program needs?**

Click or tap here to enter text.

**How might your program use the survey data?**

Click or tap here to enter text.

***[Please complete the above homework prior to the 2/26/25 training. The training workbook will begin on the following page]***

## Training Workbook

---

### **Step 8: Prepare Questions Ahead of Time**

Please read the following excerpt from the User Guide before completing the activity.

#### **How to Lead Survey Data Discussions**

Data discussions are opportunities for all staff to engage with survey findings. Program leaders can disaggregate results by site, experience level, and other background indicators to make the discussion more pertinent to decision making (e.g., future professional development topics, curriculum changes, etc.). The purpose of the discussion is to get staff reactions to the data so they may share their experience taking the survey or divulge what they felt was missing from the survey. Ultimately, it is an opportunity to gauge how prepared staff feel to implement SEL and collaboratively discuss program shifts.

Program leaders should hold data discussions shortly after the survey closes. Having data visuals, a list of questions, and a designated notetaker beforehand will help optimize the time together. Below is a list of suggested data discussion questions and considerations inspired by [CASEL's Data Reflection Protocol](#).

- **What do you see when you look at this data?**
  - o *Avoid judgment and focus on the facts in front of you.*
- **What additional information could help us interpret this data?**
  - o *Consider bias, data disaggregation, and missing voices.*
- **What does this data suggest?**
  - o *Classroom instructors and program leaders may share their own observations or experiences as it relates to the data.*
- **How might this data inform our approach to SEL programming?**
  - o *Keep equity at the center during this part of the discussion.*
- **What are the next steps?**
  - o *This may include the continuous improvement process, professional development, personal reflection, and more.*

Now that you have read the purpose of data conversations, please draft a list of potential questions that you could ask your staff to learn more about the survey results and identify next steps. We recommend pulling some of your favorite questions from the [Mural](#)

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.

Click or tap here to enter text.