

TECHNICAL PROPOSAL

IMPACT EVALUATION OF THE MOBILE PEDAGOGICAL TUTORS PROGRAM

**PREPARED FOR THE WORLD BANK
BY SIMO CONSULTING AND C230 CONSULTORES**

FIELD QUALITY SUPERVISION

April 20, 2016

Supervision Plan

a) Technical Approach and Methodology

Background

Education is a key factor for the development of a country. This is particularly true for second and third world countries, who need strong educational systems that will lead to economic growth. To understand the weaknesses of any system, in particularly an educational one, it is required a precise knowledge of how it functions.

Information enables policy-makers to assess how a system works, to identify the best practices, improvement areas, and from there focus resources to the needed areas. The quality of teaching and the educational level of the state can be measured by looking at a teacher's norms and practices. Their perceptions, experiences skills, practices and ways of acting and interacting with their students are useful tools to create educational quality indicators.

The National Council for Education Development (CONAFE) introduced a community based model to deliver educational services to rural highly marginalized areas. Young graduates -mostly from high school – teach in the primary and lower secondary levels. The teachers are named Community Education Leaders (or Lideres para la Educacion Comunitaria) receive a small stipend during their posting as well as a scholarship to continue their studies after their posting in exchange for their work. In 2009, as part of attempts to improve the quality service delivery, CONAFE launched the Mobile Pedagogical Tutors Program, or Asesores Pedagogicos Itinerantes (APIs). The tutors, who are selected among recent university graduates, are paid for support teachers and low-performing students.

General Objective

To strengthen the field supervision to ensure quality of the information gathered in the follow-up survey to evaluate the impact the impact that the program has had on students.

Specific Objectives

The study will collect data about the academic progress of children between 3rd and 6th grade at CONAFE community schools in Chiapas with the mobile pedagogical tutor program (T1 and T2) and compare them with a control group: CONAFE community schools in Chiapas without the program.

The particular objectives **of the field quality supervision** are:

- To assess the correct implementation of the tests regarding the reading, math, vocabulary and verbal skills.
- To assess the correct implementation of the instrument measuring the practices used by the teachers in the classroom by a Stalings type instrument.

- To assess the correct implementation of the instruments applied to the parents and LECs.

Methodology

To meet the objectives listed the field quality supervision will take place in Chiapas, Mexico, covering the 12 field routes through **3 quality supervision teams**. Supervisors will be in charged of 4 routes each, visiting at least once all of them at the beginning of the field work (first two weeks), followed by intentional quality supervision of each of the routes depending on the route's performance during the first visit. This visits will be distributed among the treatments and control schools randomly. **Not all schools will have a field supervisor visit.**

SIMO Consulting field supervisors' teams will gather the information and deliver the following databases:

- a) Students instruments, report on implementation:
 1. EGMA (Early Grade Math Assessment)
 2. EGRA (Early Grade Reading Assessment)
 3. A general survey
- b) Classroom practices, report on implementation:
 4. A Stallings type instrument
- c) Teachers (LEC), report on implementation:
 5. A survey
- d) Households, report on implementation:
 6. HOME (Home Observation Measurement Evaluation)
 7. A general survey

Methodology of the field quality supervision:

The field quality supervision will be carried out in four stages, following the dynamics of each team within the community:

Stage 1: the quality supervision team will identify the exact location of the routes and follow their development for all 4 routes assigned to each quality supervision team. Quality supervision team will notify of their arrival only if they require field assistance to reach the community.

Stage 2: this stage will take place in the school: the quality supervision team will be observers without disrupting the implementation of any of the tests or surveys. At the end of the implementation they will review the observation of classrooms notes to provide immediate feedback on its development. Only after the end of the school work day is over, the quality supervision team will provide feedback on the implementation mistakes they might observe within the rest of the tests or surveys.

Stage 3: the quality supervision team will observe the implementation of household instruments, providing feedback on the mistakes only after the implementation has been fully completed. This

feedback will include approaching techniques, verbalization of information, or logistics in the selection of households.

Stage 4: the quality supervision team will record and review their notes prior to departure from each community in order to fulfill an observation and quality supervision instrument for each visit, indicating any incidents, difficulties or problems with the implementation of the instruments. This report will be filled either in an electronic device or in paper. If the report cannot be filled within the electronic device, during the weekend, all quality supervision teams must upload the information into the electronic device and into the cloud gathering the information.

SIMO Consulting central offices, together with the rest of the supervision team out of the field, will be responsible for the weekly supervision reports including sound recordings, incidents, and any logistic event that might need to be reported to the World Bank team. Any problems will immediately reported to the technical team.

Work field reports

Detailed information on all field activities, and the quality supervision and auditing reports in each of the regions covered in the survey will be turned-in and discussed in weekly meetings, suggested to take place each Monday at noon (Mexico City time zone). These reports will include the information of the sampled schools, including rates of non-response, absent or unavailable teachers and other important information, together with the field quality supervision reports. Along with activities and supervision reports, a written Implementation Status Reports will be handed-in weekly to inform the World Bank of implementation progress, milestones and other relevant information.

b) Work Plan

The work plan includes:

- a) **Full description of Routes to be supervised in the field**: all 12 teams will have at least one quality supervision visit, given that each quality supervision team will have 4 routes assigned for the period of the field work.
- b) **Full description of first routes visits or audits**: During the first two weeks, the 3 quality supervision teams will have to visit at least for one day, each of the 4 routes they will have assigned. Each quality supervision team will report on the routes visited, suggesting the areas identified as potential problems for each route.
- c) **Tentative plan for second visits or audits**: Given the reports from the first two weeks, the quality supervision teams will identify together with the supervision team in central offices, the routes that would require particular observation or support. There will be a tentative plan for second visits, organized according to the routes, considering the alternative that all routes have similar skills and none requires special attention. This second visits plan will consider the remaining four weeks of field work.

Field work	W1	W2	W3	W4	W5	W6	W7*
Quality Supervision activities							
First full round of visits/ audits to 12 routes							
Revision of routes – intentional audits (second visits)							Only if fieldwork extends

For optimal development of the implementation of the project, the field quality supervision teams will be formed of 2 specialists each, having a total of 3 quality supervision teams. They will visit a maximum of 2 routes per week, given the geographical dispersion of the schools and the access issues each of the routes might face. The supervision teams – both, in-field quality and in central offices- will also be available to the routes to clarify or attend specific problems or situations that might arise during the field work.

The field quality supervision team will be formed by qualitative researchers with at least a B.A., proven interviewing experience in rural areas, proven experience in EGRA, EGMA and Stallings implementation.

Instruments to be supervised for quality implementation

Where does the application take place?	Observation unit	Instrument	Child test specialist		Survey interviewer	
			Number of Instruments	Duration of Instrument	Number of Instruments	Duration of Instrument
Stage 2: In school	Students	EGRA*	6 to 15	20 min. (per student)		
		EGMA*	6 to 15	20 min. (per student)		
		Survey			6 to 15	30 min. (per student)
	Classroom	Adapted Stallings*	1	50 min.		
	School facilities	Inventory / questionnaire			1	30 min.
	Teachers	Survey			1	30 min.
Stage 3: Household	Mother/Main caregiver	HOME*	5	60 min. (per household)		

Head household	of	Survey			5	75 min. (per household)
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Preparation

Reception, feedback and approval of questionnaires.

The World Bank will be responsible for sending complete versions of the assessments and surveys and the details that should be included. With this information, **Systems of Intelligence in Marketing and Opinion S.C.** will be in charge of testing the survey and providing feedback for adjustments, making sure the survey is ready. Although it should be noted that this process depends on when we receive the questionnaire and the specifications required by the World Bank. This feedback is subject to the times of delivery of the questionnaires and of the specifications required by the World Bank. Lastly, with the approval of the World Bank and the technical team, changes to the survey will be made before going through the pilot study.

Specifications

- Confidentialities and Data Ownership

The survey instruments, the sampling, and all data collected throughout this project will not be used for personal or professional goals by neither: ***Systems of Intelligence in Marketing and Opinion S.C.***, the field researchers, nor the coordinator and advisor without the prior request and an approval by the World Bank. The ownership of any information and data belongs to the World Bank, making all data collected are completely confidential and shall not be shown to anyone. Lastly, no individual identifiable data will be made public by neither of the following organizations: The World Bank, ***Systems of Intelligence in Marketing and Opinion S.C.***

- Participation and supervision of the World Bank

SIMO Consulting will work in close collaboration with and under the supervision of the World Bank team. All products/deliverables are subject to approval by the World Bank. The World Bank may request that ***SIMO Consulting*** revise or modify the product. Associated payments of all products/deliverables will be made based on satisfactory performance and the approval by the World Bank task team leader (TTL) to be processed in the WB system.

- Other Specifications

- Once the training has taken place, we need 48 working hours to organize the survey details for the questionnaires.
- Given the case, if the survey takes place faster than expected, the delivery of the results might take less time than expected –pending internal processes– If not, the delivery of results will take place in the times stipulated in the proposal.
- We need a 72 working hour notice for the presentation of the results, which will be subject to availability of the research team.
- We need 48 working hours to plan and process any extra petition regarding information and results.
- It is very important to be aware that the timing of the project starts when the field work begins, so every delay on the project will impact the later stages and the final report.
- SIMO's commitment is to deliver and protect all the information obtained in this project in the following formats: physical (six months) and magnetic (two years).
- Once the results and data have been delivered to the client, there is a 30 day period for requesting further petition or additional processing to data. Any request after that period will be subject to a time and cost evaluation.

a) Organization and Staffing

Systems of Intelligence in Marketing and Opinion S.C. will have the following organizational and staffing elements:

a) PROJECT DIRECTOR

Key Person: AZUCENA CHAIDEZ MONTENEGRO

- A background in social sciences with extensive experience in public opinion research.
- More than 8 years experience as logistical coordinator of carrying out surveys; data collection, input, and cleaning the database; and experience as project director of public opinion and market research.
- Will perform the following duties:
 - i. Serve as the link between ***SIMO Consulting*** and the World Bank.
 - ii. Organize all teams involved in the process, including interviewers, and data input and technical staff.
 - iii. Organize the distribution of resources needed for carrying out the research project from start to finish.
 - iv. Be the final reviewer of the end results, validating the information.
 - v. Will be responsible for reporting and updating the World Bank, including turning in the daily supervision logs.

b) PROJECT LEADER

Key Person: MARIANA OROZCO

- With a PhD in Anthropological Sciences and eight years of experience in social research in development and poverty as a scholar and grant holder.
- Will perform the following duties:
 - i. Organize all teams involved in the process, including interviewers, data input and technical staff.
 - ii. Implementation Status Reports every data including all survey activities, data-entry and supervision.
 - iii. Final Survey Implementation Report summarizing all survey experience including survey procedures, adherence to these, supervision, data-entry, quality issues, challenges, limitations, etc.

c) FIELD WORK LEADER

Key Person: ERENDIRA GONZALEZ

- With at least a BA degree or a technical career.
- Experience in organizing and carrying out survey research.
- Will be also responsible for:
 - i. Logistics Plan
 - ii. Pilot exercise coordination and report
 - iii. Interviewers and supervisors training supervision

d) **SYSTEMS COORDINATOR**

Key Person: PERLA VALDEZ LOPEZ

- With at least a BA degree or a technical career.
- Specializing in system development.
- Will be also responsible for:
 - I. Creation and programming equipment for data collection.
 - II. Assistance in the development of all training materials for the study.
 - III. Training of the interviewers and supervisors on data collection.
 - IV. Settlement system in case of failure.

ORGANIZATION CHART



