

Kelli Blackburn, School Improvement Coordinator

March 6, 2025 ~ Volume 4, Issue 13

The BCPS Customer Survey administration window is Monday, March 3, 2025 – Friday, May 2, 2025. Schools can check their survey response numbers in the *BCPS Customer Survey Tracking by School* – 2025 SharePoint Dashboard and the Cognia website by following the directions below:

SharePoint Dashboard Access:

1. Access the Dashboard by clicking on the waffle (Ⅲ) in Office 365 and selecting SharePoint from the available Apps.



2. Search and select the Research, Evaluation & Accountability (Now: Educational Assessment, Analysis & Research) SharePoint.



3. On the "Quick Links" menu, select Dashboards.



4. Next, click on the BCPS Customer Survey Tracking by School - 2025 Dashboard.

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|-------------------------------------|---|--|---|--|-------------------------------------|
| Dashboards | Diagon provide up with some feedbac | k on our doobboor | de bu elieking en th | is short survey. | |
| utoring Intervention Program | Please provide us with some reedbad | sk on our dashboar | as by clicking on th | is short survey: | |
| nionene | Dashboard Feedback Survey | | | | |
| oreases | (Please use Edge, Firefox, or Chrome to view the dashboards | They don't display in Internet E | xplorer.) | | |
| Data Corrections | Dashboards help you visualize, organize and interact with your | data. Most dashboards are avail | lable to both district and charter s | chools, however, some are only accessi | ble by district schools |
| raduation Cohort Corrections | View the El Dashboards Overview for further information | | | | |
| EST Item Specifications | | | | | |
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| SurveyResponses | c cons bits for law and provided diff bits bit | a - a - a - a - a - a - a - a - a - a - | | A | |
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| hared Charter Folder | iReady Dashboard | BCPS Customer Survey | Tracking by School - 2025 | Strategic Plan Goals Di | ashboard |

5. On this screen, under School Level Characteristics – School Name, choose your school.

| Student Completion Percentage | | | Click Hare for the Update Calendar -> Percentage Goal for Student Survey:: 40%, Percentage Goal for Staff Survey:: 60%, Percentage Goal for Parent Survey:: 20% | | | | | | | | |
|--|---------|------------------------------|---|--------|---------------------------------------|--------------------------------|------------------------------|------------------------------|----------------------------|-------------------------------|----------------------------|
| 0% | 09 | 6 | 100% | | SchoolName | Required Student Surveys | Completed Student Surveys | Required Staff Surveys | Completed Staff Surveys | Required Parent Surveys | Completed Parent Survey |
| Staff Completion Percentage ANNABEL C. PERRY PK-8 APOLLO MIDDLE | | 150 | 0 | 42 | 0 | 75 | 0 | | | | |
| | | APOLLO MIDDLE | 460 | 0 | 54 | 0 | 156 | 0 | | | |
| ATLANTIC TECHNICAL HIGH | | 267 | 0 | 17 | 0 | 100 | 0 | | | | |
| ATLANTIC WEST ELEMENTARY | | 111 | 0 | 49 | 0 | 85 | 0 | | | | |
| 0.04 | 09 | 6 | 10096 | | ATTUCKS MIDDLE | 258 | 0 | 39 | 0 | 93 | 0 |
| 070 | _ | | 10070 | | BAIR MIDDLE | 272 | 0 | 40 | 0 | 94 | 0 |
| Parents Completion Percentage BANYAN ELEMENTARY | | 77 | 0 | 37 | 0 | 62 | 0 | | | | |
| | | | | | BAYVIEW ELEMENTARY | 108 | 0 | 32 | 0 | 89 | 0 |
| BEA | | BEACHSIDE MONTESSORI VILLAGE | 194 | 0 | 43 | 0 | 101 | 0 | | | |
| | 00 | 6 | | | BENNETT ELEMENTARY | 50 | 0 | 31 | 0 | 38 | 0 |
| 096 | 09 | 0 | 100% | | BLANCHE ELY HIGH | 731 | 0 | 81 | 0 | 247 | 0 |
| BOULEVARD HEIGHTS ELEMENTARY | | 105 | 0 | 44 | 0 | 84 | 0 | | | | |
| BOYD H. ANDERSON HIGH | | 892 | 0 | 92 | 0 | 335 | 0 | | | | |
| School Name | | | Tier | | BRIGHT HORIZONS | 56 | 0 | 54 | 0 | 24 | 0 |
| All | | ~ | All | ~ | BROADVIEW ELEMENTARY | 120 | 0 | 45 | 0 | 98 | 0 |
| | | _ | L | _ | BROWARD COUNTY ACCELERATION ACADEMIES | 4 | 0 | 4 | U | 5 | 0 |
| Board Member | | Municip | ality | | BROWARD ESTATES ELEMENTARY | 57 | 0 | 22 | 0 | 35 | 0 |
| | | 1.0 | | 144 | BROWARD VIRTUAL FRANCHISE | 227 | 0 | 50 | 0 | 84 | 0 |
| AII | ×. | Ad | | 1 | C. ROBERT MARKHAM ELEMENTARY | 108 | 0 | 38 | 0 | 81 | 0 |
| School Type | | SES Ba | nd | | CASTLE HILL ELEMENTARY | 98 | 0 | 37 | 0 | 86 | 0 |
| 46-5 | | | 1149 | | CENTRAL PARK ELEMENTARY | 146 | 0 | 44 | 0 | 124 | 0 |
| All | \sim | AS | | × | CHALLENGER ELEMENTARY | 173 | 0 | 50 | 0 | 132 | 0 |
| Innovation Zone | | Region | 6 | - | CHAPEL TRAIL ELEMENTARY | 139 | 0 | 43 | 0 | 92 | 0 |
| 11101010110112011E | | - agion | | | CHARLES DREW ELEMENTARY | 90 | 0 | 33 | 0 | 59 | 0 |
| All | ~ | All | | \sim | CHARLES W. FLANAGAN HIGH | 872 | 0 | 88 | 0 | 321 | 0 |
| | 1 | | | _ | COCONUT CREEK ELEMENTARY | 91 | 0 | 41 | 9 | /6 | 0 |
| | Sch | hool Level | Director | | COCONUT CREEK HIGH | 112 | 0 | /1 | 0 | 273 | 9 |
| 100 | All | | | V | COCONUT PALM ELEMENTARY | 106 | 0 | 37 | 0 | 80 | 0 |
| | i i and | | | _ | COLBERT ELEMENTARY | 112 | 0 | 44 | 0 | 90 | 0 |

6. The survey data is available in two views for individual schools.



Cognia Access (Real-time updates-ONLY principals have access):

 Log in to Cognia at <u>https://myjourney.cognia.org/login</u> (Only the principal has an account with Cognia). If the principal needs a password or assistance, click Request Password or Contact us for login help. Cognia will send a link to the principal's email to set up the password. If it is not in the inbox, check the spam or junk folder. If the link is not received, contact Cognia Customer Support at 888-413-3669.

| assword | |
|---------|-------|
| | |
| | |
| 1 | Login |
| | |

2. Once logged in, type the school's name, then click on the school.

| Which institution would you like to view? | | | | | | |
|--|-----|--|--|--|--|--|
| Search by Institution name, location or customer num | ber | | | | | |
| | | | | | | |
| Q westglades | × | | | | | |
| Westglades Middle School | | | | | | |
| Parkland, Florida 33076 6561 | | | | | | |
| 203130 | | | | | | |
| 1 Result(s) | | | | | | |

3. Scroll down to eProve surveys, then click on Go to surveys.



4. The school's 2025 surveys are shown. The Respondents column shows the number of respondents for each survey.

| Surveys 62 surveys | Filter | by All | ∼ All | N | <u> </u> |
|--|---|-------------|----------------|--------|----------|
| Name | Owner | Respondents | Created 🗸 | Status | |
| BCPS PARENT CUSTOMER SURVEY 2025 (English, Spanish, Portuguese and Haltian Creole) BCPS PARENT CUSTOMER SURVEY 2025 (English, Spanish, Portuguese and Haitian Creole) | Tracey Bertrand Broward County Public Schools | 1408 | Feb 06 2025 | Open | : |
| BCPS STUDENT (Grades 6-12) CUSTOMER SURVEY 2025 BCPS STUDENT (Grades 6-12) CUSTOMER SURVEY 2025 | Tracey Bertrand Broward County Public Schools | 2307 | Jan 24 2025 | Open | : |
| BCPS STUDENT (Grades 3-5) CUSTOMER SURVEY 2025 BCPS STUDENT (Grades 3-5) CUSTOMER SURVEY 2025 | Tracey Bertrand Broward County Public Schools | 1388 | Jan 24 2025 | Open | : |
| BCPS SCHOOL STAFF CUSTOMER SURVEY 2025 BCPS SCHOOL STAFF CUSTOMER SURVEY 2025 | Tracey Bertrand Broward County Public Schools | 1901 | Jan 24 2025 | Open | : |

5. For a more complete survey report, go to the three-dot menu to the right of Open.

| urveys 62 surveys | Filter by | All | ✓ All | | \sim | Q |
|--|---|-------------|-------------------------|------------|--------|----------|
| Name | Owner | Respondents | Created | I 🗸 Status | | |
| BCPS PARENT CUSTOMER SURVEY 2025 (English, Spanish, Portuguese and Haitian Creole) BCPS PARENT CUSTOMER SURVEY 2025 (English, Spanish, Portuguese and Haitian Creole) | Tracey Bertrand Broward County Public Schools | 1408 | Feb 06 2025 | Open | | : 4 |
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| BCPS STUDENT (Grades 3-5) CUSTOMER SURVEY 2025 BCPS STUDENT (Grades 3-5) CUSTOMER SURVEY 2025 | Tracey Bertrand Broward County Public Schools | 1388 | Jan 24 2025 | Open | | : |
| BCPS SCHOOL STAFF CUSTOMER SURVEY 2025 BCPS SCHOOL STAFF CUSTOMER SURVEY 2025 | Tracey Bertrand Broward County Public Schools | 1901 | Jan 24 2025 | Open | | |

6. Click on Generate New Report.



7. An email will be sent with a link to the survey results. It may take a few minutes depending on the size of the file. Check the inbox, junk or spam folder.



8. Click on the link in the email that will take you to the eProve login screen.



9. Log in again to see the report on the screen. Edit the name of the report (if desired) and save.

| ≡ 🗰 Surveys | |
|--|-------------|
| Report Preview – Name your report and save | |
| BCPS SCHOOL STAFF CUSTOMER SURVEY 2025 | Save Report |

10. Once you save the report, a screen will appear allowing you to download it as a PDF Export.

| = | 🗮 Surveys | | |
|---|-------------------------------------|------------|------------|
| BCPS SCHOOL STAFF CUSTOMER SURVEY 2025 Content Type: Customer Survey / <u>edit</u> | Generated On: 2025-03-05 1:27:05 PM | PDF Export | CSV Export |

If you need assistance, contact Kelli Blackburn, School Improvement Coordinator, at (754) 321-3800.