

The Data Team Meeting Experience: Key Points and Considerations

Step 1: Collect and chart data

- Step 1 allows you to disaggregate data in order to accelerate all groups of learners.
- Step 1 allows you to place a name with the number.
- Quality disaggregation is a process that allows you to see the “parts” in a system. Through disaggregation you can more easily determine the strengths and needs within a school/district.
- By disaggregating data, you are able to see results of different groups, and it helps you understand if you are headed in the right direction.
- The incremental goal of step 1 is to accelerate learners; the ultimate goal is for all learners to reach proficiency levels.

Step 2: Analyze data and prioritize needs

- Analysis should identify successful practices for celebration, replication, and/or generalization.
- The analysis should go beyond labeling student strengths and performance errors and begin to identify inferences about student performance.
- Analysis should involve more than numbers, it should be a direct examination of student work.
- Analysis should identify specific areas of focus that, when addressed, will take the learner to the next level of performance.
- Prioritization must be deliberate and thoughtful.
- Prioritization allows us to respond, in depth, to urgent needs.

Step 3: Set and revise SMART goals

- Goals allow you to analyze, monitor, and adjust professional practice.
- Data Teams set incremental goals.
- Teams revisit step 1 when determining the desired state, paying close attention to students in the categories of “close to proficiency” and “far to go.”

Step 4: Select instructional strategies

- There must be a direct link between the identified need (step 2) and the selected research-based strategy.
- Strategies are actions of adults that impact student cognition.
- Research-based instructional strategies should include actions to enhance student achievement.
- Research-based instructional strategies should include specific actions that provide active involvement of students in the learning.

Step 5: Determine results indicators

- Results indicators serve as a monitoring tool for teams.
- Results indicators allow teams to make mid-course corrections before administering the post-assessment.
- Results indicators illustrate the impact of the strategy and effectiveness of the strategy.
- Results indicators serve as the “picture of progress” between the pre- and post-assessments.