

Collaborative Data Teams Needs Assessment

School: _____

Evaluator: _____

Date: _____

1. There are data teams formed at each grade level or within each department.
 YES NO (skip questions 2- 4 and answer questions 5 - 15)

2. Data teams are meeting on a monthly basis. YES NO

3. The data teams have basic structures for operating:
- a. Start and stop on time YES NO
 - b. Have data accessible YES NO
 - c. Assigned roles for members YES NO

4. The data teams have established processes:
- a. Members contribute equally YES NO
 - b. Members know how to analyze data YES NO
 - c. Members use the data to identify problems YES NO
 - d. Members develop written plans for solving problems YES NO

5. Multiple forms of data are gathered:
- a. Instructional quality YES NO
 - b. Screening YES NO
 - c. Diagnostic YES NO
 - d. Progress monitoring YES NO
 - e. Outcome/summative YES NO

6. The school has an assessment schedule that all teachers follow.
 YES NO

7. Teachers receive expert training on how to administer assessments.
 YES NO

8. Teachers receive expert training on how to interpret data.
 YES NO

9. There is a designated individual for managing data at the school. YES NO
10. Data are made available in a timely and efficient manner. YES NO
11. There is an electronic system for aggregating data from multiple sources. YES NO
12. There is an electronic system for displaying data within and across years. YES NO
13. There are formal plans for communicating data to stakeholders. YES NO
14. There is agreement among faculty and administrators about the data to use and how to use it. YES NO
15. The principal is a model of data use on the campus. YES NO

Where is the school on the continuum of data use?

adapted by Gurzon & Guckenbug (2015) from Means, Padilla, & Gallagher (2010)

