

## KEY INDICATORS OF SUCCESS

### Data-Driven Decision-Making/ Data Teams (DDD/DT): Collaboration and Implementation Component

District Leader	School Leader	Data Team Member	Data Team Leader	Teacher
1. Allocates equitable and appropriate time, training and resources to support DDD/DT	1. Ensures that new staff receive training	1. Communicates purpose and goals of DDD/DT with teachers, families and community members	1. Models good analysis of data	1. Uses data to inform daily instructional decisions
2. Creates a system of sharing and disseminating information	2. Makes links between existing initiatives and professional development with DDD/DT	2. Represents all grade levels and content areas	2. Follows all five steps of the data team process	2. Posts exemplary anchor sets of student work and uses them during instruction
3. Articulates an expectation that all staff are involved and accountable	3. Establishes a timeline for implementation and review process for school progress	3. Models good analysis of data	3. Provides appropriate data in a user-friendly format and in a timely fashion (unless this role is being rotated between team members)	3. Constructs learning activities that are explicitly connected to standards, goals and student data
4. Collaboratively plans with principals and School Leadership Teams to identify Student Outcome Indicators & High Leverage Adult Actions	4. Arranges for vertical and horizontal articulation between grade and content levels	4. Records minutes that are distributed to all teachers	4. Ensures that all members have a clear understanding of roles and goals	4. Openly shares instructional practices, successes and challenges
5. Monitors, analyzes and shares High Leverage Adult Actions of excellence	5. Monitors, analyzes and shares High Leverage Adult Actions of excellence	5. Actively works to institutionalize concepts and principles of DDD/DT over time	5. Practices effective facilitation skills	5. Identifies, discusses and shares adult actions that contribute to improved student performance
6. Provides appropriate data in a user-friendly format and in a timely fashion	6. Ensures that grade and content level data informs instruction the next day		6. Ensures that data and materials are organized and prepared before the meeting	6. Implements strategies agreed upon in data team meetings on date specified at the meeting
			7. Records minutes that are organized in a data team binder	

**Data-Driven Decision-Making/ Data Teams (DDDM/DT): Use of Data Component**

<b>District Leader</b>	<b>School Leader</b>	<b>Data Team Member</b>	<b>Teacher</b>
1. Aligns assessment system with standards	1. Collects and analyzes a variety of disaggregated student data from multiple sources on a regular basis to develop, modify and refine school improvement plan	1. Analyzes student work and data from common formative assessments to monitor, assess and evaluate student progress towards meeting state standards	1. Analyzes student work and formative and diagnostic assessments to guide instructional decisions
2. Strategically schedules assessments throughout the year	2. Transparently posts data that reflects the reality of what is going on in the school and what is being done to address student needs	2. Uses data pro-actively as a pre-assessment tool to plan for differentiated instruction	2. Uses student self-assessments to guide instructional decisions
3. Communicates progress towards goals to teachers, students, parents, community members and board of education members on a regular basis	3. Creates school improvement plans with a School Leadership Team that is based on current data and research-based practices	3. Looks at student work to analyze level of rigor and cultural relevance of teacher assignments	3. Uses data to communicate progress to students and parents
4. Uses technology effectively to manage and share data	4. Uses data and student results as part of the evaluation process	4. Utilizes student data to inform their professional development	4. Uses data to show evidence of progress towards their own professional goals
5. Uses data and student results as part of the evaluation process		5. Demonstrates inter-rater reliability while grading student work	

**Data-Driven Decision-Making/ Data Teams (DDDM/DT): Ownership & Commitment Component**

<b>District Leader</b>	<b>School Leader</b>	<b>Data Team Member</b>	<b>Teacher</b>
1. Embeds DDDM/DT in other systems	1. Makes data team meetings a priority	1. Asks each other to share practices that yield increased student achievement	1. Brings examples of data to observation conferences to illustrate how the use of data has resulted in instructional changes
2. Makes all decisions based on data	2. Owns and openly shares the results	2. Analyzes the efficacy of their own instruction and assessments based on data team results and take responsibility to make changes when necessary	2. Conducts their own action research in their classroom
3. Develops processes and procedures to support data teams	3. Uses data teams in all organizational structures		3. Uses data to have objective discussions about student progress
4. Ensures that monitoring implementation of DDDM/DT is a standing agenda item			4. Shares data with other adults in the building, as appropriate
5. Frequently monitors progress of district improvement plan			