**Data Analysis/ Reflect & Adjust Protocol**

|  |
| --- |
| **Date Completed:** |
| **Purpose of Data Analysis:** |
| **Type of Data Reviewed:** |

|  |
| --- |
| **Review the Data:**   * What information is contained within the data? * What does it tell you? |
| **Analyze the Data:**   * What gaps between desired and current results? * What are your strengths and challenges? * What patterns do you see? * What inequities do you see for differing student groups? |
| **Discuss Root Causes:**   * What factors within your school’s sphere of influence may be contributing to your current results (consider curriculum, instruction, environmental, and learner/ student factors)? |
| **Consider Actions:**   * What are the implications for your next steps and actions? * What existing strengths and resources can you leverage? * What other data will you collect and analyze? * Will the action steps proposed ignore or worsen existing disparities for the group most affected by the current inequity? |

**Develop & Implement a Plan…***moving forward as a team, we are going to….*

|  |
| --- |
| **Stop doing…** |
| **Continue doing…** |
| **Start doing…** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **specific action steps** | **to be done by whom?** | **by when?** | **resources needed?** | **resolution/**  **follow-up** |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

**REVIEW DATE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**