

# **District Data Team Meeting Minutes**

Thursday, November 17, 2011

1:00 – 3:00 a.m., Conference Room A

## **Data Team Members Present:**

*Freeman Burr, Lorraine Rossner, Kathy Bender, Tina Henckel, Kristen DiPalma, Beth Smith, Ken Saranich, Karen Crosby, Anne Hamilton, Dana Urban, Faylynn Haight, Eileen Zavoluk(Roben), Carolyn Ivanoff*

## **Agenda:**

### **1. Review meeting calendar revisions –**

The revised data team calendar was presented for approval. Administrators discussed certain conflicts with two dates. It was decided that the administrators/directors meetings will be moved in favor of keeping the data team meetings pristine. A revised Administrators Meeting Calendar will be revised. The Data Team Meeting Calendar was moved for approval by Kristen DiPalma and seconded by Tina Henckel and approved by all committee members.

### **2. Rewrite some language for SRBI action steps – CO Reps**

Anne Hamilton, Kristen DiPalma, and Tina Henckel will be facilitated by Kathy Bender who will form a subcommittee to look at SRBI actions and strategies across the district.

### **3. Identify reporter(s) with people responsible for progress reports. Each major adult action plan is assigned to a subcommittee whose membership and chairman are identified in the plan – Chairman Burr**

The idea will be that curriculum leaders and department chairs will report requested information to a member of the data team. It is decided that school based personnel like department chairs and curriculum leaders have the responsibility to report and exchange data with specific data team members to bring forward to discuss with data team members.

### **4. Review the revision of the district improvement plan – DDT**

Continued revision on the Literacy and Mathematics block re: persons responsible and adding the codicil of “reporters”. Also continue revision on the second action step re: walkthrough data.

**5. Look at last year's data collection and calibrated data from this year in order to formulate which teaching strategies (high probability strategy) to focus on – T. Henckel/D. Urban**

Discussion focused on the identification of the high probability strategies that would best drive student achievement. It would be the district's goal to support the investigation of the individual schools' data gathering and analysis to best determine which strategies are most impactful. *Should individual buildings drive the district high probability strategy selection or should individual building focus on their own instructional strategy needs?* For instance on the secondary level – walkthroughs are disaggregated by department to focus on singular department improvement. *Should we be following the same practice on the elementary levels to unwrap the strategies?* It will be important to look at the strategy data holistically as a district in order to prioritize the district needs (via instructional strategies) which should incorporate the school needs (via instructional strategies). *What is the benefit of looking at whole district data and should we be looking at it broken down in order to gain the most impact?*

It will be important to modify the second action step on the district improvement plan re: high probability strategies – that action step must be modified to meet the district and school needs through effective collection of data.

**New Business** – Announce to the district the official formation of the district data team, team members, purpose and goals, meeting minutes, and where to find information

**Next District Data Team Meeting:**

- December Meeting –
- Thursday, December 15, 2011
- 1:00 – 3:00
- Conference Room A

**Tentative Agenda Items for Next Scheduled Meeting:**

Possible revisions to the *District Improvement Plan* regarding Science, STEM, and School Climate

Revisit the issue of the process delineated to identify the highly effective instructional strategies for district or school – K. Saranich will generate talking points which will facilitate the discussion

Review the revision of the district improvement plan – DDT

Committee Question - What can we look at that would be considered district data –

- Marking Period Data - Grades
- Math - Symphony, IXL – all district – grades and/or schools