# "What to Collect?" Worksheets

**Directions**: Use the following tables to generate the data that will be collected for stakeholders and the Leadership Team to examine during the needs assessment.

*Note*. Examples of each type of data are provided in the tables; teams are encouraged to generate those data that will most likely support stakeholders to grasp the full picture of the school’s strengths and its challenges regarding inequitable student outcomes and educator practices/systems impacting those outcomes. These data will help them to identify the challenges (i.e., “needs”) that are preventing the system from closing achievement gaps and ensuring equality in outcome for all of the students served by the school.

**Time Needed**: Approximately one week.

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| **Data** | **Who is responsible for getting these data?** | **What do we want to learn from these data?** | **What, if any, additional data should we collect?** | **Potential sources for these data:** |
| State Assessment Data |  |  |  | *WA State Report Card; OSPI Data Dashboard; Washington Query Application; Online Reporting System (ORS)* |
| Student Growth Percentile Data |  |  |  | [OSPI State Longitudinal Data](http://data.k12.wa.us/PublicDWP/web/Washingtonweb/Home.aspx?appid=448) [System (SLDS) K-12 Data &](http://data.k12.wa.us/PublicDWP/web/Washingtonweb/Home.aspx?appid=448) [Reports](http://data.k12.wa.us/PublicDWP/web/Washingtonweb/Home.aspx?appid=448) |
| English Language Proficiency Data |  |  |  | *WA State Report Card; OSPI Data Dashboard* |
| MAP Data |  |  |  | *District/School Data System* |
| Smarter Balanced Interim Assessment Data; other interim assessment data |  |  |  | *Online Reporting System (ORS), District and School Information System* |
| Grade point averages |  |  |  | *District Student Information System* |
| Percent of students failing core courses (by grade level and number of “F’s”) |  |  |  | *District Student Information System* |
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| **Data** | **Who is responsible for getting these data?** | **What do we want to learn from these data?** | **What, if any, additional data should we collect?** | **Potential sources for these data:** |
| School Enrollment Trends |  |  |  | *District Student Information System; CEDARS; K12 Data and Reports* |
| Free and Reduced Lunch |  |  |  | *District Student Information System; CEDARS; K12 Data and Reports* |
| Ethnicity, gender, & special populations |  |  |  | *District Student Information System; CEDARS; K12 Data and Reports* |
| Attendance |  |  |  | *District Student Information System; CEDARS; K12 Data and Reports* |
| Mobility |  |  |  |  |
| Graduation Rate |  |  |  | *WA State Report Card, K12 Data and Reports, Annual Student Cohort Graduation Application* |
| Drop Out Rate |  |  |  | *WA State Report Card, K12 Data and Reports, Annual Student Cohort Graduation Application* |
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| Staff Surveys |  |  |  |
| Student Surveys |  |  |  |
| Parent/Guardian Surveys |  |  |  |
| Healthy Youth Surveys |  |  |  |
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| **Data** | **Who is responsible for getting these data?** | **What do we want to learn from these data?** | **What, if any, additional data should we collect?** |
| Classroom instruction data collected through classroom walk- throughs |  |  |  |
| Teacher schedules |  |  |  |
| Daily and annual schedule |  |  |  |
| Schedule of and content for staff professional development |  |  |  |
| Discipline and attendance data, disaggregated by subgroup |  |  |  |
| Student, Parent, and Staff Handbooks |  |  |  |
| Schedule for leadership and instructional team meetings |  |  |  |
| Descriptions of leadership and instructional teams, their functions, and their decision- making processes |  |  |  |
| Community Partners |  |  |  |
| Parent engagement, attendance at conferences and other school events |  |  |  |
| English/Language Arts Programs |  |  |  |
| Math Programs |  |  |  |
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