Creating a Data Team

Prepare

1 Communicate "the why"

- Work together to support students
- Match support to student needs
- Stay on the same page

2 Pull in your people

- Specialists
- Administrators
- Core/Content Teachers

Tip: Teams will vary...invite the doers

Organize

3 Prioritize Scheduling

- Meet regularly (i.e., every 6-8 weeks)
- Align meetings with data collection periods
- Remember that time invested = time saved

Tip: Get on the master schedule ASAP

4 Organize and present the data

- Screening Data
- Diagnostic Data
- Progress Monitoring Data

Tip: Coaches can help teams determine focus

Implement

5 Talk about specific students

- Create individualized plans
- Make decisions about interventions
- Make decisions about support in all settings

6 Decide who is doing what

- Document the plan
- Make next steps/roles explicit
- Determine metrics to analyze for the next meeting

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