

How To Have Productive Data Meetings!

#ThinkLearnandGrow

Schedule regular meetings.

Be Clear about Meeting Expectations

Let teachers know what data to bring, materials or equipment to bring, and any clarifying questions they might have.

Encourage Teachers to do the Heavy Lifting

Emphasize the importance of their role and guide conversations to help teachers look more closely at the data.

Facilitate Collaborative Conversations about Data

Use probing questions to help teachers look at student assessment data in a variety of ways and focus the conversation on what the data is 'saying'.

Ensure that Teachers Leave With an Action Plan

Help teachers identify both instructional and non-instructional staff who may play a key role in supporting student achievement and success.

Follow Up with Teachers' Action Plans

An action plan should be considered a living document that is continuously reviewed, updated, and modified on a regular basis.

