



School/Provider Ongoing Data Meeting Agenda

Purpose: Adapt this template for ongoing meetings around data. The district representative should facilitate.

Program Goal:	
Meeting Objectives: [modify as needed] <ul style="list-style-type: none">● Collaborate to progress monitor toward goal(s).● Develop and assign actionable steps based on data analysis to drive outcomes.● Identify actions in our partnership that are contributing to bright spots.	
Attendees:	
Agenda <ol style="list-style-type: none">Data Updates<ol style="list-style-type: none">Share recent data collection (e.g., attendance, surveys, outcomes).Discuss any new datasets or tools introduced.Data Review and Analysis<ol style="list-style-type: none">Examine current data trends and patterns (consider data at the network, school, classroom/teacher, and student level). Note: Student level is typically most actionableIdentify key insights or areas of concern.Progress on Goals<ol style="list-style-type: none">Review progress toward established benchmarks.Highlight any areas lagging in expectations.Highlight any areas exceeding expectations.Feedback<ol style="list-style-type: none">Discuss any teacher, student, or tutor feedback.Highlight bright spots to replicate.	Notes/Action Items:



<p>5. Challenges and Issues</p> <ul style="list-style-type: none">a. Address barriers to student outcomes, data collection, sharing, or interpretations.b. Propose solutions to resolve challenges.	
<p>Next Steps:</p> <ul style="list-style-type: none"><input type="checkbox"/> Summarize key decisions made during the meeting.<input type="checkbox"/> Confirm action items and assign responsibility to team members.<input type="checkbox"/> Set the agenda and time/location for the next meeting.	