

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"> 1. Data Updates <ol style="list-style-type: none"> a. Share recent data collection (e.g., attendance, surveys, outcomes). b. Discuss any new datasets or tools introduced. 2. Data Review and Analysis <ol style="list-style-type: none"> a. Examine current data trends and patterns (consider data at the network, school, classroom/teacher, and student level). Note: Student level is typically most actionable b. Identify key insights or areas of concern. 3. Progress on Goals <ol style="list-style-type: none"> a. Review progress toward established benchmarks. b. Highlight any areas lagging in expectations. c. Highlight any areas exceeding expectations. 4. Feedback <ol style="list-style-type: none"> a. Discuss any teacher, student, or tutor feedback. b. Highlight bright spots to replicate. 	Notes/Action Items:



5. Challenges and Issues

- a. Address barriers to student outcomes, data collection, sharing, or interpretations.
- b. Propose solutions to resolve challenges.

Next Steps:

- ☐ Summarize key decisions made during the meeting.
- ☐ Confirm action items and assign responsibility to team members.
- ☐ Set the agenda and time/location for the next meeting.