

Handout 24

Data Sources to Inform the DCA



The District Improvement plan is needed at the minimum.

Roles and Job Descriptions

- List of DIT members, roles, and job titles
- Listing of BIT members
- Executive Leader job description
- DIT Coordinator job description
- Interview protocol (including procedures used during the selection process)

Team Processes

- DIT Meeting schedule
- DIT linking communication protocols
- Meeting Agendas, Minutes, and Attendance
- Graphic of problem-solving process used

Guidance Documents

- Documentation of EI selection procedure
- Process documentation for sharing of policy relevant information to regional and state organizations
- Documentation of linking EIs
- Process documentation for addressing internal district barriers

Budget

- Professional Learning budget allocations
- Grant budget allocations

Plans

- DIT implementation plan for EI
- Sample BIT implementation plans
- Sample of coaching service delivery plans
- Communication plan
- Documentation of implementation plan monitoring
- Sample of staff professional learning plans
- District professional learning schedule

Data and Measures

- Fidelity measure
- Practice Profile for EI
- Training outcome data
- Coaching effectiveness data
- Fidelity assessment data (feedback data)
- Evidence of performance feedback process
- Sample Data Reports
- Sample School Board Status Report
- Sample stakeholder Reports