

ACTION PLAN FOR ACHIEVING DATA TASK FORCE GOALS

GOAL # 1: To collect reliable data to enable data-based decision making in order to improve student achievement.

ACTIONS THAT MUST BE TAKEN TO ACHIEVE THIS GOAL	TIMELINE	RESOURCES NEEDED	PERSONNEL RESPONSIBLE/INVOLVED
<ul style="list-style-type: none"> Standardize the administration of assessments by fully preparing all test administrators for their proctoring responsibilities using NYS's guidelines 	<ul style="list-style-type: none"> Ongoing on a yearly basis prior to every test administration 	<ul style="list-style-type: none"> Time for pretest meetings NYS guidelines 	<ul style="list-style-type: none"> Building Administrators
<ul style="list-style-type: none"> Investigate the use of district-wide formative assessments 	<ul style="list-style-type: none"> Proposal due to task force 1/05 	<ul style="list-style-type: none"> Time for task force to examine different options/ processes for the use of formatives 	<ul style="list-style-type: none"> Data Task Force members
<ul style="list-style-type: none"> List all available data district-wide 	<ul style="list-style-type: none"> 11/04 	<ul style="list-style-type: none"> All available reports 	<ul style="list-style-type: none"> All personnel involved in the compilation of reports (Building Administrators, LC coordinator, Reading Recovery staff, ESOL coordinator, PPS staff, AIS, Sp. Ed., etc.)
<ul style="list-style-type: none"> Filter all available data for items most relevant for district use 	<ul style="list-style-type: none"> 12/04 	<ul style="list-style-type: none"> All available reports 	<ul style="list-style-type: none"> Data Task Force members
<ul style="list-style-type: none"> Uniformly collect all data by gender, ethnicity, cohort, economic status, students with disabilities, ESOL, mobility, migrant 	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none"> Demographic data from SIS/SMS, assessment data, AIS databases, ESOL database, cafeteria database 	<ul style="list-style-type: none"> Appropriate programmatic personnel