This protocol serves as a place to document the Local Education Agency (LEA) performance on the State Performance Plan Indicators. This protocol is designed to be used in conjunction with the System Improvement Leads (SIL) Data Tools Dashboard and will allow teams to reflect on the performance of an LEA over time.

Logistics

Roles: Facilitator and Notetaker

Size: 3-7 people

Time: 60-90 min

Materials

In-person: Pen and/or pencils, highlighters, post-it notes, additional copies of table form this protocol.

Virtual: Shared digital workspace.

Data Observation Protocol (optional resource)

Instructions for Use

1. **Navigate to the Improvement Data Center:** https://systemimprovement.org/

- Scroll down to "Improvement Data Center" and click "Discover."
- Select "Data Tools" and follow the prompt to log in either with Outlook or Google.
- Click "Data Tools."
- Navigate to your targeted data set by selecting preferred Reporting Level   (i.e., SELPA, geo-lead, district, etc.) and Organization.

*This portion will likely take up all of meeting one and/or may need to be completed in a second meeting.

Equity Pause:

1. Who is at the table? Who is missing?

2. How might our current processes/practices/beliefs be contributing to inequity?

3. Embrace "We, not They." Focus on what YOU can change.

2. For each indicator, use the included form to complete the following steps:

   a. Review the data. Look for trends.
   b. Document the trends and data observations on the protocol.

Key:
- Increase
- Stable
- Declined
- Inconsistent

. Document where LEA performance was demonstrated to be an: (1) Increased (2) Remained stable (3) Decreased (4) Varied. Indicators 3c, 4b and 10 include text boxes for additional notes on student group performance.

. Utilize the "Trends and Observations" line to note if the target was met or not met, if it was an outlier, or if there were other significant variations.

3. Review the completed protocol data. Complete the "what do you know about current performance" summarizing table. Document any additional notes, wonderings, and questions

4. Equity pause

5. Debrief the process. Participants reflect, through discussion and/or journaling, on the process of reviewing, analyzing, and engaging in conversations about data.

SYSTEM IMPROVEMENT LEADS

Last Updated 6/24/2024

Key: 1: Increase **2:** Stable **3:** Declined **4:** Inconsistent

Indicators	1	2	3	4	Trends and Observations
Example	☐	☐	☒	☐	We have been stable over the past 3 years, but we have still missed the target by 20% points.
1 – Graduation Rate	☐	☐	☐	☐	Click or tap here to enter text.
2 – Dropout Rate *Decline in data shows progress.*	☐	☐	☐	☐	Click or tap here to enter text.
3A – Statewide Assessment Participation	☐	☐	☐	☐	Click or tap here to enter text.
3B – Proficiency Grade Level	☐	☐	☐	☐	Click or tap here to enter text.
3C – Proficiency Alt Standard	☐	☐	☐	☐	Click or tap here to enter text.
3D- Proficiency Gap	☐	☐	☐	☐	Click or tap here to enter text.
4A – Discipline Rate Overall	☐	☐	☐	☐	Click or tap here to enter text.
4B – Discipline Rate by Ethnicity	☐	☐	☐	☐	Click or tap here to enter text.
5A – In Regular Classroom > 80%	☐	☐	☐	☐	Click or tap here to enter text.
5B – In Regular Classroom < 40%	☐	☐	☐	☐	Click or tap here to enter text.
5C – In Separate School	☐	☐	☐	☐	Click or tap here to enter text.
6A – Preschool LRE In Regular Program	☐	☐	☐	☐	Click or tap here to enter text.
6B – Preschool LRE In Separate Program	☐	☐	☐	☐	Click or tap here to enter text.
6C- Home	☐	☐	☐	☐	Click or tap here to enter text

7A – Preschool Outcomes Soc/Emo Skills - Increased	☐	☐	☐	☐	Click or tap here to enter text.
7A – Preschool Outcomes Soc/Emo Skills – Age Expectations	☐	☐	☐	☐	Click or tap here to enter text.
7B – Preschool Outcomes Knowledge and Skills - Increased	☐	☐	☐	☐	Click or tap here to enter text.
7B – Preschool Outcomes Knowledge and Skills – Age Expectations	☐	☐	☐	☐	Click or tap here to enter text.
7C – Preschool Outcomes Appropriate Behaviors - Increased	☐	☐	☐	☐	Click or tap here to enter text.
7C – Preschool Outcomes Appropriate Behaviors – Age Expectations	☐	☐	☐	☐	Click or tap here to enter text.
8 – Parent Involvement	☐	☐	☐	☐	Click or tap here to enter text.
9 – Disproportionate Representation	☐	☐	☐	☐	Click or tap here to enter text.
10 – Disproportionate Representation by Disability	☐	☐	☐	☐	Click or tap here to enter text.
11 – Timely Eligibility Evaluation	☐	☐	☐	☐	Click or tap here to enter text.
12 – Timely Part C to B Transition	☐	☐	☐	☐	Click or tap here to enter text.
13 – Post-Secondary Transition Goals and Services	☐	☐	☐	☐	Click or tap here to enter text.
14A – Post School Outcomes- Higher Education	☐	☐	☐	☐	Click or tap here to enter text.
14B – Post School Outcomes- Higher Education or Competitively Employed	☐	☐	☐	☐	Click or tap here to enter text.
14C – Post School Outcomes- Any Post-Secondary Education or Employed	☐	☐	☐	☐	Click or tap here to enter text.

*Please note that these indicators are from the SPP 19-20 extension targets.

Summary Table

What do you KNOW about current performance? *Historical data analysis*	Missed target 3+ years	Stable 3+ years and met target	Inconsistent *Recent significant change
	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.

Additional Notes *Wonderings and Questions*	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.