

Sample School
Data Team Minutes &
Templates

Item Answer Distribution Analysis Campus Summary

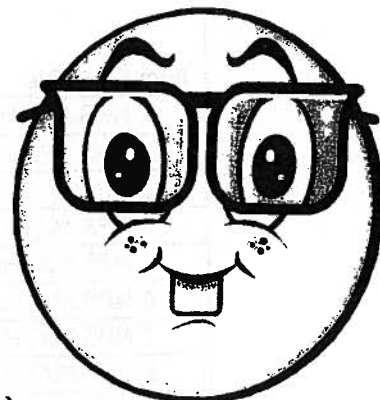
Ocean View ES (054)
2008-2009 054 Math Gr2 Feb09

Item Objective	Percent Responding					
	Choice 1	Choice 2	Choice 3	Choice 4	Choice 5	No Response
1 NPS.MATH.2.16a	3	92*	5	0	0	0
2 NPS.MATH.2.16a	13	5	16	67*	0	0
3 NPS.MATH.2.16a	86*	5	5	3	0	2
4 NPS.MATH.2..7b	22	67*	3	8	0	0
5 NPS.MATH.2..8b	24	6	65*	3	0	2
6 NPS.MATH.2..7c	84*	6	2	8	0	0
7 NPS.MATH.2..8c	19	6	0	73*	0	2
8 NPS.MATH.2..7c	17	17	16	48*	0	2
9 NPS.MATH.2..8c	3	3	84*	6	0	3
10 NPS.MATH.2..7c	5	70*	16	8	0	2

Number of Students Tested: 63

Math Vertical Team Meeting

03/11/09



Agenda

- K-1 Quarter 3 math Assessments due next Friday (03/20) to Ms. Pugh
- Quarterly Assessments for grades 3-5 are March 23-27th.
- Quarterly Timed Test (3-5) on March 26th in Computer Lab. (Math quarterly will not be on this day)
- Mock Assessments #1 will be March 31-April 2nd.
- Mock Assessments#2 will be April 27-28 (Reading/Math only)
- Form B Data: **Due by March 26th**
- February Data Review
- Questions??

Monthly Data Review

Grade Level 2

Strengths:	Focus Areas:
telling time	Subtraction with regrouping
addition with regrouping	estimating with \oplus & \ominus <small>with the symbol</small>
comparing analog & digital	clock justification

Strategies for Intervention:

practice converting problems from vertical to horizontal & vice versa. Do this with regrouping problems & estimating.

Using a picture with tens and ones crossed out to make a number sentence

Item Answer Distribution Analysis Campus Summary

Ocean View ES (054)

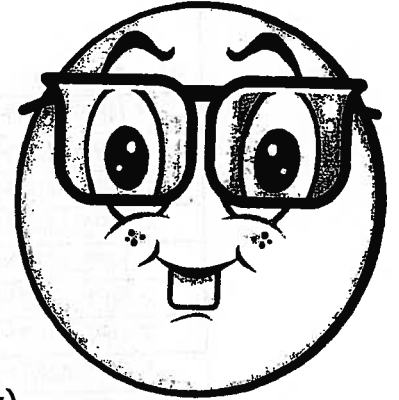
2008-2009 054 Math Gr5 Feb09

Item Objective	Percent Responding					
	Choice 1	Choice 2	Choice 3	Choice 4	Choice 5	No Response
1 NPS.MATH.5..4	10	85*	1	2	0	1
2 NPS.MATH.5..4	67*	3	20	8	0	1
3 NPS.MATH.5..6b	1	2	94*	1	0	1
4 NPS.MATH.5..6b	84*	2	0	13	0	1
5 NPS.MATH.5.18a	5	50*	44	0	0	1
6 NPS.MATH.5.18c	7	3	85*	3	0	1
7 NPS.MATH.5.18a	2	7	83*	7	0	1
8 NPS.MATH.5.18c	2	2	92*	2	0	1
9 NPS.MATH.5.18c	2	15	82*	0	0	1
10 NPS.MATH.5..6b	5	7	6	82*	0	1

Number of Students Tested: 88

Math Vertical Team Meeting

03/11/09



Agenda

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- Questions??

Monthly Data Review

Grade Level 5th

Strengths:	Focus Areas:
Quest.#3: Division of decimals	Question #2 Mult. decimals Word problem
Quest.#8: Choose correct stem/leaf plot for data	Question #5 Line graph: Between which 2 months was there the greatest increase

Strategies for Intervention:












- When solving multi. decimals problem, write out how many decimal places have to be moved; that's the confusion
- Justify each answer choice on line graphs and then choose correct answer.



WHAT NOW?

DATA TEAM MEETING MINUTES



Each teacher bring to team meeting: <ul style="list-style-type: none"> ◆ Test Score Frequency Report by Teacher ◆ Item Answer Distribution Analysis By Teacher 	ADULT ACTION TAKEN 
Identify 3 questions (by teacher) that most students got correct	
Identify 3 questions (by teacher) that most students got incorrect.	
Identify the objective/standards to which those questions were aligned.	
Identify standard(s) to be re-taught.	
Identify when to re-teach: Scholars/Freshman Leadership Seminar SOL Re-teach/Re-test after school remediation Daily SOL reviews and quizzes Saturday School SOL remediation Other (Identify) _____	
List students that need remediation	
Construct plan to ensure maximum participation: Lunch room announcements Parent/student home contact Web message Daily announcement eSembler entry of test, enter in the comment box the time/date for remediation of that test (for parents) Announce remediation opportunities at the beginning of every class Other (Identify) _____	
Share list of students and plan for acceleration with all data team members and community leaders.	
Identify strategies/materials to re-teach that will ensure success (please remember, "that if they didn't get it the first time, they may not get it the second time if it's done the same way")	
Distribute team responsibilities for after-school SOL re-teach/re-test remediation and for upcoming unit.	



TEAM: Algebra II - D65

DATE: 1/16/2009

TEST UNIT: Unit 4 - Quadratics

GOAL: students scoring 80% or higher on assessment.

RESULTS: Test Score Frequency Report by Teacher

Teacher	# Tested	#/ % Prof.	#/ % Adv	% Pass
Kane	36	19/53%	3/8%	61%
Mesias		2	14	
Dewey	93	47/51%	5/5%	56%
Turney	50	37/74%	2/4%	78%
Team Total				

Item Answer Distribution Analysis by Teacher

Teacher	3 Highest % Questions			3 Lowest % Questions		
Mesias	9	17	19	13	16	24
Kane	1	6	8	4	5	9
Dewey	1	6	8	4	5	9
Turney	9	17	19	13	16	24

Members Present	Members Absent
Dewey	
Mesias	
Turney	
Kane	

Teacher's Strong Performance	Teacher's Weak Performance
Single variable inequalities	Identifying function rule from graph (quadratic)
Properties of real numbers	Identifying min/max given function rule only (quadratic)
Piecewise functions	Writing matrix equations
Polynomial operations	Radical simplification
	Solving Quadratics/Word Problems

CHANGE IN INSTRUCTIONAL STRATEGIES TO ENSURE SUCCESS:

- Incorporate the problems missed into the math review so they see it consistently.
- Introduce a problem of the week that mixes the weak areas and count it as a classwork assignment.
- Continue incorporating missed questions in other tests so students have a chance to show mastery of material.