

Resource 25B: Recording and Reporting Monitoring Data Template: BLT to DLT

BLTs can complete the form on a quarterly basis and submit them to the DLT. The DLT can then create graphs that show differences/similarities between buildings, grade levels, etc. The DLT can aggregate data to show total numbers/percents for the entire district.

BUILDING NAME	BUILDING ADMINISTRATOR/PRINCIPAL	DATE
BLT Membership	Name(s)	Representation
<input type="radio"/> Principal/building level administrator(s)		
<input type="radio"/> Teachers		
<input type="radio"/> Non-administrative certified staff		
<input type="radio"/> Non-certified staff		
<input type="radio"/> Parents		
<input type="radio"/> Businesses and/or community organizations		
<input type="radio"/> Teacher association/union representation		
<input type="radio"/> Chair/co-chair		
<p>Impact of Process: List dates and the primary topic discussed at each BLT meeting. Include 2-3 samples of meeting agendas/notes.</p>		

Impact of Plan: Action Plan Implementation Data: Include a copy of the completed IMM and respond to the following questions:

To what degree are the actions being implemented as designed with accuracy and consistency (fidelity of implementation)?

Describe how the actions are changing adult practices and student achievement.

To what degree is the allocation of resources (time, people, money) sufficient?

Student Performance Data

Goal Focus:

Strategy Focus:

Student Performance Indicator:

Grade Level/ Subj. Area	# of Teachers	# of Students Who Took Assessment				# of Students Below Standard				# of Students Approaching Standard				# of Students Meeting Standard				# of Students Exceeding Standard				
		Base-line	Date	Date	Date	Base-line	Date	Date	Date	Base-line	Date	Date	Date	Base-line	Date	Date	Date	Base-line	Date	Date	Date	

SUMMARY NARRATIVE OF FINDINGS: Bullet any explanation of irregularities or variation in the data. Include charts as appropriate.

Adult Implementation Data

Adult Implementation Indicator:

Data and Information for Indicator: Describe monitoring processes and results. Results may be provided in table format (e.g., teacher or student “look fors” by grade level and the degree to which the “look fors” were observed.

SUMMARY NARRATIVE OF FINDINGS (bullets of key findings)

Progress Summary: Respond to the following questions:

1. Identify obstacles that were confronted in the implementation of the actions. What did the team do? Did that make a difference?
2. Briefly summarize from the monitoring evidence if the changes made after previous reviews were improving student performance and adult practices.
3. Describe if there has been a strong cause and effect relationship between adult implementation and student performance? In what ways? Why or Why not?
4. Does the team believe that each action when implemented with integrity will collectively build the strengths necessary to reach the intended strategy?

Corrections made by BLT to Plan Based on above Data: **List in bullet format changes made to the SIP with explanation.**

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