Middle School SSESS Study
March, 2006

School Data Collection and Utilization
Technical Report 9
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</table>
Purpose of Study

The purpose of this study was to evaluate the degree to which data collection and its level of utilization changed after the 3 year implementation of the SSESS model, between the 2001-02 and 2004-05 school year. In particular, this study sought to identify changes in the kinds of data the school collected, as well as the levels at which each type of data was utilized – school level, department level, and class level.

Research Method and Instrument Description

The research method for this study consisted of first developing, based on literature, a school data utilization inventory composed of a comprehensive list of types of data that a school might collect. When completed, school administrators were asked to review the list and comment on its applicability to the school level. Only types of data that were non-applicable for the school level (high school or middle school), were removed to reduce the size of the inventory.

When the list was completed, the inventory was formatted to include check boxes in which the school would identify types of data that it collected, and if the collection began before or after the 2002-03 school year. In addition, the school would identify the level (if any) that the data was utilized and if that utilization began before or after the 2002-03 school year.

At three different times during the four year study school administrators were asked to complete this inventory. After each update, three administrators were asked to review the completed inventory and vouch for its reliability.
Bibliography for Inventory Development

Author (2001). *Using Data to Bring About Positive Results in School Improvement Efforts*. North Central Regional Education Laboratory (NCREL). Naperville, ILL.

Items that Experienced a Change in Data Collection/Utilization
2001-02 to 2004-05 School Year

### Assessment Data: Tier III – Basic Skills Tests (BST)

<table>
<thead>
<tr>
<th>Data Description</th>
<th>Data Collected</th>
<th>Level of Data Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic Skills Tests</td>
<td></td>
<td>School  Dept. Class</td>
</tr>
<tr>
<td>Basic Skills Tests District and School Proficiency Summaries</td>
<td></td>
<td>School  Dept. Class</td>
</tr>
<tr>
<td>Basic Skills Tests Results by Individual Test Items</td>
<td>●</td>
<td>School  Dept. Class</td>
</tr>
<tr>
<td>Basic Skills Tests Disaggregated Data</td>
<td>●</td>
<td>School  Dept. Class</td>
</tr>
<tr>
<td>Basic Skills Tests Results by Individual Students</td>
<td>●</td>
<td>School  Dept. Class</td>
</tr>
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</table>

### Assessment Data: Tier III – Minnesota Comprehensive Assessments (MCA)

<table>
<thead>
<tr>
<th>Data Description</th>
<th>Collected</th>
<th>School</th>
<th>Dept.</th>
<th>Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>MCA Results by Objective (or subtest)</td>
<td>●</td>
<td>●</td>
<td>●</td>
<td>●</td>
</tr>
<tr>
<td>MCA Results by Individual Test Items</td>
<td>●</td>
<td></td>
<td>●</td>
<td>●</td>
</tr>
<tr>
<td>MCA Disaggregated Data</td>
<td>●</td>
<td>●</td>
<td>●</td>
<td>●</td>
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</table>

### Assessment Data: Tier III – Other Standardized Assessments

<table>
<thead>
<tr>
<th>Data Description</th>
<th>Collected</th>
<th>School</th>
<th>Dept.</th>
<th>Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Scantron Math Test is the primary standardized assessment used.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Standardized assessment</td>
<td>●</td>
<td>●</td>
<td>●</td>
<td>●</td>
</tr>
<tr>
<td>Standardized assessment Disaggregated Data</td>
<td>●</td>
<td>●</td>
<td>●</td>
<td>●</td>
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### Assessment Data: Tier II

<table>
<thead>
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<th>Dept.</th>
<th>Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>Report card grades (with criteria); perhaps a Ds and Fs lists</td>
<td>●</td>
<td>●</td>
<td>●</td>
<td>●</td>
</tr>
<tr>
<td>Other: Reading Team, Team Support</td>
<td>●</td>
<td>●</td>
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### Assessment Data: Tier I

<table>
<thead>
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<th>Collected</th>
<th>School</th>
<th>Dept.</th>
<th>Class</th>
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</thead>
<tbody>
<tr>
<td>Results from student work samples, scored according to rubrics.</td>
<td>●</td>
<td>●</td>
<td>●</td>
<td>●</td>
</tr>
</tbody>
</table>

### Program Data: Outcomes

<table>
<thead>
<tr>
<th>Data Description</th>
<th>Collected</th>
<th>School</th>
<th>Dept.</th>
<th>Class</th>
</tr>
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<tbody>
<tr>
<td>Course failure rates</td>
<td></td>
<td>●</td>
<td>●</td>
<td>●</td>
</tr>
</tbody>
</table>
### Program Data: Courses and Activities

<table>
<thead>
<tr>
<th>Data Description</th>
<th>Data Collected</th>
<th>Level of Data Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Curriculum implementation data</td>
<td>●</td>
<td>● ● ● ●</td>
</tr>
<tr>
<td>Instructional practices summary</td>
<td>●</td>
<td></td>
</tr>
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</table>

### Program Data: School and School Programs

<table>
<thead>
<tr>
<th>Data Description</th>
<th>Collected</th>
<th>School</th>
<th>Dept</th>
<th>Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff surveys for information gathering</td>
<td>●</td>
<td>● ● ● ●</td>
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### Program Data: Perception Data

<table>
<thead>
<tr>
<th>Data Description</th>
<th>Collected</th>
<th>School</th>
<th>Dept</th>
<th>Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parent opinion climate surveys</td>
<td>●</td>
<td>● ● ● ●</td>
<td></td>
<td></td>
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<tr>
<td>Student opinion climate surveys</td>
<td>●</td>
<td>● ●</td>
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<tr>
<td>Staff opinion climate surveys</td>
<td>●</td>
<td>● ● ● ●</td>
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<tr>
<td>School climate data</td>
<td>●</td>
<td>● ●</td>
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</table>
All Items and Their Collection and Utilization at the School

**Assessment Data**

### Tier III Assessment Data

<table>
<thead>
<tr>
<th>Assessment Data: Tier III – Basic Skills Tests (BST)</th>
<th>Data Collected</th>
<th>Level of Data Use</th>
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</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>School</td>
</tr>
<tr>
<td>Basic Skills Tests</td>
<td>⬤</td>
<td>●</td>
</tr>
<tr>
<td>Basic Skills Tests Administrator's Interpretation Guide</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basic Skills Tests District and School Proficiency Summaries</td>
<td>⬤</td>
<td>●</td>
</tr>
<tr>
<td>Basic Skills Tests Results by Objective (or subtest)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Basic Skills Tests Results by Individual Test Items</td>
<td>○</td>
<td>●</td>
</tr>
<tr>
<td>Basic Skills Tests Disaggregated Data</td>
<td>○</td>
<td>●</td>
</tr>
<tr>
<td>Basic Skills Tests Results by Individual Students</td>
<td>○</td>
<td>●</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Assessment Data: Tier III – Minnesota Comprehensive Assessments (MCA)</th>
<th>Collected</th>
<th>School</th>
<th>Dept.</th>
<th>Class</th>
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</thead>
<tbody>
<tr>
<td>MCA</td>
<td></td>
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</tr>
<tr>
<td>MCA Administrator's Interpretation Guide</td>
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<td></td>
</tr>
<tr>
<td>MCA District and School Proficiency Summaries</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>MCA Results by Objective (or subtest)</td>
<td>●</td>
<td>●</td>
<td>●</td>
<td>●</td>
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<tr>
<td>MCA Results by Individual Test Items</td>
<td>●</td>
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<td>MCA Disaggregated Data</td>
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<td>●</td>
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<tr>
<td>MCA Results by Individual Students</td>
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</table>
### Assessment Data: Tier III – Other Standardized Assessments

<table>
<thead>
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<th>Data Description</th>
<th>Data Collected</th>
<th>Level of Data Use</th>
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<tbody>
<tr>
<td>The Scantron Math Test is the primary standardized assessment used.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Standardized assessment</td>
<td>●</td>
<td>● ● ●</td>
</tr>
<tr>
<td>Standardized assessment Administrator's Interpretation Guide</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Standardized assessment District and School Proficiency Summaries</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Standardized assessment Results by Objective (or subtest)</td>
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</tr>
<tr>
<td>Standardized assessment Results by Individual Test Items</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Standardized assessment Disaggregated Data</td>
<td>●</td>
<td>● ●</td>
</tr>
<tr>
<td>Standardized assessment Results by Individual Students</td>
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<td></td>
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</table>

### Tier II Assessment Data

<table>
<thead>
<tr>
<th>Data Description</th>
<th>Data Collected</th>
<th>Level of Data Use</th>
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</thead>
<tbody>
<tr>
<td>Results from periodic district grade-level (benchmark) assessments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Results from knowledge &quot;probes&quot; (e.g., curriculum-based measurement, computer assisted assessments, etc.)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Results from district &quot;end-of-course&quot; exams</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Results from district-created assessments (e.g., criterion-referenced tests, writing assessments, performance assessments)</td>
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</tr>
<tr>
<td>Report card grades (with criteria); perhaps a Ds and Fs lists</td>
<td>●</td>
<td>● ● ●</td>
</tr>
<tr>
<td>Results from district-adopted writing assessments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>District rubric proficiency data on standards</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other: Reading Team, Team Support</td>
<td>●</td>
<td>● ● ●</td>
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</tbody>
</table>
## Tier I Assessment Data

<table>
<thead>
<tr>
<th>Data Description</th>
<th>Data Collected</th>
<th>Level of Data Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number correct and number incorrect on timings of basic skills (i.e., for fluency and automaticity). These results can be charted on a daily basis to see immediate changes in knowledge.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Results from student work samples, scored according to rubrics.</td>
<td>●</td>
<td>● ● ●</td>
</tr>
<tr>
<td>Tests that accompany curriculum classroom tests</td>
<td></td>
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</tbody>
</table>

## Miscellaneous Sources of Assessment Data

<table>
<thead>
<tr>
<th>Data Description</th>
<th>Data Collected</th>
<th>Level of Data Use</th>
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</thead>
<tbody>
<tr>
<td>Alternate Assessments for special needs students (especially students exempted from standardized assessment)</td>
<td></td>
<td></td>
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<tr>
<td>Alternate assessment data for students with Limited English Proficiency</td>
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## Student Data

### Student Data: Student Demographic Data

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<tr>
<th>Data Description</th>
<th>Data Collected</th>
<th>Level of Data Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>**= Previous Data/Utilization</td>
<td></td>
<td></td>
</tr>
<tr>
<td>● = New Data/Utilization (since 2001-02)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year of enrollment data (e.g., 1994, 1995, 2000, etc.)</td>
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<tr>
<td>Details of transfer (i.e., date and name of transferring school district - e.g., Fairview School District)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mode of transportation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Students with special needs (e.g., disability, gifted, etc.)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Students with limited English proficiency (including data on their native language)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Students who receive free and reduced lunches</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Migrant status</td>
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<td></td>
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<tr>
<td>Mobility</td>
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<tr>
<td>Homelessness</td>
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<tr>
<td>School-age parents</td>
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</tr>
<tr>
<td>Gender</td>
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<tr>
<td>Ethnicity</td>
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<tr>
<td>Parent education level</td>
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<td></td>
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<tr>
<td>Teen pregnancy</td>
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<tr>
<td>Parent survey</td>
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### Student Data: Behavior

<table>
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<tr>
<th>Data Description</th>
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<th>School</th>
<th>Dept.</th>
<th>Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attendance</td>
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<td></td>
</tr>
<tr>
<td>Truancy</td>
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<td></td>
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<tr>
<td>Suspension and expulsion</td>
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<td></td>
</tr>
<tr>
<td>Detention rates</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Behavior/social problems (referrals)</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Discipline records</td>
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<tr>
<td>Acts of violence and substance abuse</td>
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<tr>
<td>Student employment</td>
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<tr>
<td>Date of transfer out or dropout</td>
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</tbody>
</table>
### Program Data

#### Program Data: Staff

<table>
<thead>
<tr>
<th>Data Description</th>
<th>Data Collected</th>
<th>Level of Data Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parent/community volunteer data</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number of instructional aides</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Teacher credentials data</td>
<td></td>
<td></td>
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<tr>
<td>Teacher attendance data</td>
<td></td>
<td></td>
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<tr>
<td>Teacher licensure data</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Data regarding teacher participation in professional development</td>
<td></td>
<td></td>
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</tbody>
</table>

#### Program Data: Outcomes

<table>
<thead>
<tr>
<th>Data Description</th>
<th>Collected</th>
<th>School</th>
<th>Dept.</th>
<th>Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduation rates</td>
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<td></td>
</tr>
<tr>
<td>Retention rates</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Course failure rates</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>International Baccalaureate diplomas “N/A”</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student awards and special honors (merit scholars)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Scholarships</td>
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<tr>
<td>Post-graduation data-college enrollments</td>
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<tr>
<td>Post-graduation work/career information</td>
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</tbody>
</table>

#### Program Data: Courses and Activities

<table>
<thead>
<tr>
<th>Data Description</th>
<th>Collected</th>
<th>School</th>
<th>Dept.</th>
<th>Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student/teacher ratio</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Extracurricular and c-curricular participation (i.e., athletics, clubs, community service)</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Enrichment program information “Synergy Program”</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Special education program information</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number and types of field trips</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Curriculum implementation data</td>
<td></td>
<td></td>
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<tr>
<td>Data about the implementation of textbooks and other resources</td>
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<td></td>
<td></td>
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</tr>
<tr>
<td>Instructional practices summary</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Teacher lesson plans “New Teachers”</td>
<td></td>
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</tbody>
</table>
### Program Data: School and School Programs

<table>
<thead>
<tr>
<th>Data Description</th>
<th>Data Collected</th>
<th>Level of Data Use</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alternative program data-enrollments, in alternative programs, such as</td>
<td></td>
<td></td>
</tr>
<tr>
<td>alternative high schools or other special programs at alternative sites</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other student program and implementation data</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Work-based learning program data</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Advanced placement courses number</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Strategic plan information</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Staff surveys for information gathering</td>
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</tbody>
</table>

### Program Data: Perception Data

<table>
<thead>
<tr>
<th>Data Description</th>
<th>Collected</th>
<th>School</th>
<th>Dept.</th>
<th>Class</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parent opinion climate surveys</td>
<td>●</td>
<td>●</td>
<td>●</td>
<td>●</td>
</tr>
<tr>
<td>Student opinion climate surveys</td>
<td>●</td>
<td>●</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Staff opinion climate surveys</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>School safety data</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student wellness data</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student self-concept data</td>
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<td></td>
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<td></td>
</tr>
<tr>
<td>Equity survey data</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>School climate data</td>
<td>●</td>
<td>●</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Review of newspaper editorials and letters</td>
<td></td>
<td></td>
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<tr>
<td>Hotline information (from a school call-in line)</td>
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<tr>
<td>Suggestion box information</td>
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