

Data Team Meeting Template

Team:

Assessment Description

Targets Assessed	Type of Assessment	Proficiency Expectation

Target 1

	Number of Students Below Proficiency	Number of Students at Proficiency	Number of Students Above Proficiency
Teacher 1			
Teacher 2			
Teacher 3			
Teacher 4			

Target 2

	Number of Students Below Proficiency	Number of Students at Proficiency	Number of Students Above Proficiency
Teacher 1			
Teacher 2			
Teacher 3			
Teacher 4			

Target 3

	Number of Students Below Proficiency	Number of Students at Proficiency	Number of Students Above Proficiency
Teacher 1			
Teacher 2			
Teacher 3			
Teacher 4			

Which students need more time and support?**Target 1**

	Students Identified for Intervention, Practice, or Enrichment	Planned Instructional Strategy
Additional time and support		
Additional practice		
Enrichment		

Target 2

	Students Identified for Intervention, Practice, or Enrichment	Planned Instructional Strategy
Additional time and support		
Additional practice		
Enrichment		

Target 3

	Students Identified for Intervention, Practice, or Enrichment	Planned Instructional Strategy
Additional time and support		
Additional practice		
Enrichment		

Which questions need to be reviewed?

Question Number	Concern

Which teaching strategies or pacing issues need to be discussed?

Strategy or Topic	Issue of Concern