Common Assessment Team Protocol

This protocol is designed to help a teacher team quickly and efficiently discuss a common assessment. If each teacher reviews his or her own assessment data prior to the team meeting, then the team should be able to collectively complete this activity within a typical team meeting of forty-five to sixty minutes.

1. Which specific students did not demonstrate mastery on which specific standards? (Respond by the student, by the standard)

2. Which instructional practices proved to be most effective?

3. What patterns can we identify from the student mistakes?

4. How can we improve this assessment?

5. What interventions are needed to provide failed students additional time and support?

6. How will we extend learning for students who have mastered the standard(s)?