

DEMOGRAPHIC DATA INVENTORY (Possible Demographic Data to Gather)			
Demographic Data	Where Does This Info Reside?	Number of Years of Data Available	Number of Years of Data Desired
<b>Community (Descriptive)</b> <ul style="list-style-type: none"> <li>• Location and history</li> <li>• Economic base, population trends, and community resources (www.census.gov is a great resource for getting information about the community, as is your local chamber of commerce)</li> <li>• Community involvement</li> <li>• Business partnership</li> </ul>			
<b>School District (Descriptive)</b> <ul style="list-style-type: none"> <li>• Description and history</li> <li>• Number of schools, administrators, students and teachers over time, and by grade level</li> </ul>			
<b>School (Descriptive)</b> <ul style="list-style-type: none"> <li>• Description and history, attendance area, location</li> <li>• Type of school, e.g., magnet, alternative, charter, private, private management</li> <li>• Number of administrators, students and teachers over time, and by grade level</li> <li>• Number of students electing to come to the school from out of the attendance area</li> <li>• Grants and awards received</li> <li>• Title 1/Schoolwide</li> <li>• Safety/crime data</li> <li>• State designation as a dangerous school</li> <li>• Class sizes</li> <li>• Extracurricular activities</li> <li>• After-school programs/summer school</li> <li>• Tutoring/peer mentoring</li> <li>• Community support-services coordinated</li> <li>• Counseling opportunities</li> <li>• Facilities: equipped for networked computers and handicapped</li> <li>• Facilities: age, capacity, maintenance</li> <li>• Availability of supplies and necessities</li> <li>• Uniqueness and strengths</li> </ul>			
<b>Students, Over Time, and by Grade Level</b> <ul style="list-style-type: none"> <li>• Living situation/family structure/family size/homeless</li> <li>• Preschool/Head Start/Even Start</li> <li>• Preschool attendance</li> <li>• Gender of students</li> <li>• Race/ethnicity, numbers and percentages</li> <li>• Free/reduced lunch, numbers and percentages</li> <li>• Language fluency by language</li> <li>• Migrant/immigrants, by country, home languages</li> </ul>			

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Demographic Data	Where Does This Info Reside?	Number of Years of Data Available	Number of Years of Data Desired
<p><b>Students, Over Time, and by Grade Level (Continued)</b></p> <ul style="list-style-type: none"> <li>• Special Education by disability, gender, ethnicity, language fluency, free/reduced lunch</li> <li>• Attendance/tardies</li> <li>• Mobility (where students go/come from)</li> <li>• Retention rates by gender, ethnicity, language fluency, free/reduced lunch</li> <li>• Dropout rates by gender, ethnicity, free/reduced lunch, migrant, and special education (where students go/what they do)</li> <li>• Number of students leaving middle school overall for grade, by gender, ethnicity, language fluency, free/reduced lunch</li> <li>• Extracurricular activity participation/clubs/service learning by gender, ethnicity, language fluency, free/reduced lunch</li> <li>• Number and types of participants in programs, such as AP, IB, Honors, Upward Bound, Gear-up, college-prep, vocational</li> <li>• Number and types of participants in any programs</li> <li>• Number of home schoolers associated with school</li> <li>• Number of students electing to come to the school from out-of-attendance area</li> <li>• Number of bus riders</li> <li>• Student employment</li> <li>• Discipline indicators (e.g., suspensions, referrals, types of incidences, number of students carrying weapons on school property, who, what, when, where)</li> <li>• Number of drugs on school property (offered, sold, or given drugs)</li> <li>• Graduation rates by gender, ethnicity, language proficiency, free/reduced lunch, migrant, and special education (where students go/what they do)</li> <li>• Dropout rates, by gender, ethnicity, language proficiency, free/reduced lunch, migrant, and special education (where students go/what they do/how many come back to finish)</li> <li>• Number of students concurrently enrolled in college courses</li> <li>• Number of students meeting college course entrance requirements, by gender, ethnicity, language fluency, free/reduced lunch</li> <li>• Number of scholarships, by gender, ethnicity, language fluency, free/reduced lunch</li> <li>• Number of students completing GEDs</li> <li>• Adult education program</li> <li>• Number and percentage of students going on to college; postgraduate training; and/or employment</li> <li>• Grade-point average in college</li> <li>• Number of graduates enrolled in college remedial classes</li> </ul>			

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<p>Staff Over Time</p> <ul style="list-style-type: none"> <li>• Number of teachers, administrators, instructional specialists, support staff by assignments</li> <li>• Grade/subjects teachers are teaching</li> <li>• Years of experience, by grade level and/or role, in this school/in teaching</li> <li>• Ethnicity, gender, languages spoken</li> <li>• Retirement projections</li> <li>• Types of certifications/licenses/teacher qualifications/ percentage of time teaching in certified area(s)</li> <li>• National Board for Professional Teaching Standards (NBPTS) teachers</li> <li>• Degrees</li> <li>• Educational training of paraprofessionals</li> <li>• Teacher-student ratios by grade level</li> <li>• Teacher turnover rates</li> <li>• Attendance rates</li> <li>• Teacher involvement in extracurricular activities, program participation</li> <li>• Number of teachers receiving high-quality professional development that impact classroom performance</li> </ul>			
<p>Parents</p> <ul style="list-style-type: none"> <li>• Educational levels, home language, employment, socioeconomic status</li> <li>• Involvement with their child's learning</li> <li>• Involvement in school activities</li> <li>• Incarceration</li> </ul>			
<p>Other Demographic Data</p>			

# PERCEPTIONS DATA INVENTORY

QUESTIONNAIRE OR OTHER FORMAT	PURPOSE/INTENT	GRADE LEVEL(S)	NUMBER BEING REACHED				DATE(S) GIVEN	COMMENTS
			Students	Staff	Parents	Other		

# ASSESSMENT INVENTORY

**SUBJECT:**

ASSESSMENT NAME (e.g., MAP)	TARGETED ASSESSMENT AREA (e.g., Math: Fractions)	DATES OF COLLECTION AND LENGTH OF ASSESSMENT (e.g., date or number of times administered, for how long)	GRADE LEVEL(S)	WHO HAS ACCESS TO RESULTS	USES					COMMENTS	
					Screening	Diagnostics	Instruction-Embedded	Progress Monitoring	Summative		

# SCHOOL PROCESSES INVENTORY

Instructional Processes	Organizational Processes	Administrative Processes	Continuous School Improvement Processes	Programs	
				Name	Grade Level

## SCHOOL PROCESSES EXAMPLES

Instructional Processes	Organizational Processes	Administrative Processes	Continuous School Improvement Processes	Programs
<ul style="list-style-type: none"> <li>• Curriculum (what we teach)</li> <li>• Instructional Strategies (how we teach)</li> <li>• Assessments (how we know students are learning what we teach)</li> <li>• Differentiated Instruction</li> <li>• Direct Instruction</li> <li>• Flipped Classrooms</li> <li>• Grading</li> <li>• Homework</li> <li>• Immersion</li> <li>• Academic conversations with students</li> <li>• Classroom discussions (teacher talk, student-to student talk, student-to teacher talk)</li> <li>• Classroom assignments (types of tasks, choices, projects, collaboration)</li> <li>• Inquiry process</li> <li>• Student reflection and self-assessment</li> <li>• Standards Implementation</li> <li>• Technology Integration</li> <li>• Tutoring</li> </ul>	<ul style="list-style-type: none"> <li>• Teacher Collaboration</li> <li>• Data Teams</li> <li>• Data Use</li> <li>• Leadership Structure (Leadership Teams)</li> <li>• Professional Learning Communities</li> <li>• Response to Intervention (RTI)</li> <li>• Mentoring</li> <li>• Instructional Coaching</li> <li>• Referral Process</li> <li>• Policies and Procedures</li> <li>• Parent Involvement</li> <li>• Teacher Hiring</li> <li>• Teaching Assignments</li> <li>• Teacher renewal (professional learning)</li> <li>• Professional reflection</li> <li>• Teacher evaluation</li> <li>• Inquiry process</li> <li>• Problem-solving</li> <li>• Professional discussions and support</li> <li>• Teacher observations</li> <li>• Mission</li> <li>• Vision</li> </ul>	<ul style="list-style-type: none"> <li>• Scheduling of classes</li> <li>• Class sizes</li> <li>• Discipline strategies</li> <li>• Student groupings</li> <li>• Policies and procedures</li> <li>• Enrollment in different courses/programs/program offerings</li> <li>• Retentions</li> <li>• Attendance Program</li> <li>• Dropout rates</li> <li>• Graduation rates</li> <li>• Teacher hiring</li> <li>• Teacher assignments</li> <li>• Teacher certification</li> <li>• Teacher turnover rates</li> <li>• Leadership turnover rates</li> <li>• Number of support personnel</li> <li>• Data collection</li> </ul>	<ul style="list-style-type: none"> <li>• Data analysis and use</li> <li>• Contributing cause analysis</li> <li>• Vision</li> <li>• Mission</li> <li>• Continuous school improvement planning</li> <li>• Leadership</li> <li>• Professional learning</li> <li>• Partnership</li> <li>• Evaluation</li> <li>• Self-assessment</li> </ul>	<ul style="list-style-type: none"> <li>• AVID</li> <li>• A+</li> <li>• Accelerated Reader/Math</li> <li>• Advanced Placement</li> <li>• After School</li> <li>• Advanced Placement</li> <li>• At-Risk</li> <li>• Bilingual</li> <li>• Dropout Prevention</li> <li>• Gifted and Talented</li> <li>• International Baccalaureate</li> <li>• Interventions</li> <li>• 9th Grade Academy</li> <li>• Science Fairs</li> <li>• Service Learning</li> <li>• Special Education</li> </ul>