



Needs Assessment Development Module 3: Framework Overview and Data Mapping

[Presenter Names]

[Date]



State Support Network

Partnering for School Improvement



About us:

**[Insert name and role of facilitator
and supporting organization here]**

Meet the Presenters

Name

Title

email

Name

Title

email

Name

Title

email

What Will the Overall Needs Assessment Development Process Look Like?

Module 1: Purpose



Module 2: Lessons Learned



Module 3: Content



Module 4: Process



Module 5: Presentation

Outcomes

During this module, participants will do the following:

- Become familiar with the topics included in the needs assessment framework.
- Draft guiding questions for each topic.
- Begin mapping data sources to guiding questions.

Agenda: Module 3

1. Welcome, Overview, and Introductions
2. Framing the Process
3. Defining Our Inquiry
4. Identifying and Mapping Data
5. Reflect on Module and Next Steps

Placeholder for Icebreaker activity slide

Norms for Interaction

- Be present.
- Share the air.
- Assume goodwill.
- Respect what is shared.
- Honor the thoughts behind all perspectives.
- Ask for clarification when you disagree or don't understand.
- Others?



Framing the Process

What are the core questions, concepts, or content we want the needs assessment to address?

What Is a Framework?

From Merriam-Webster:

1a: a basic **conceptual structure** (as of ideas)

1b: a skeletal, openwork, or structural frame

2: frame of reference

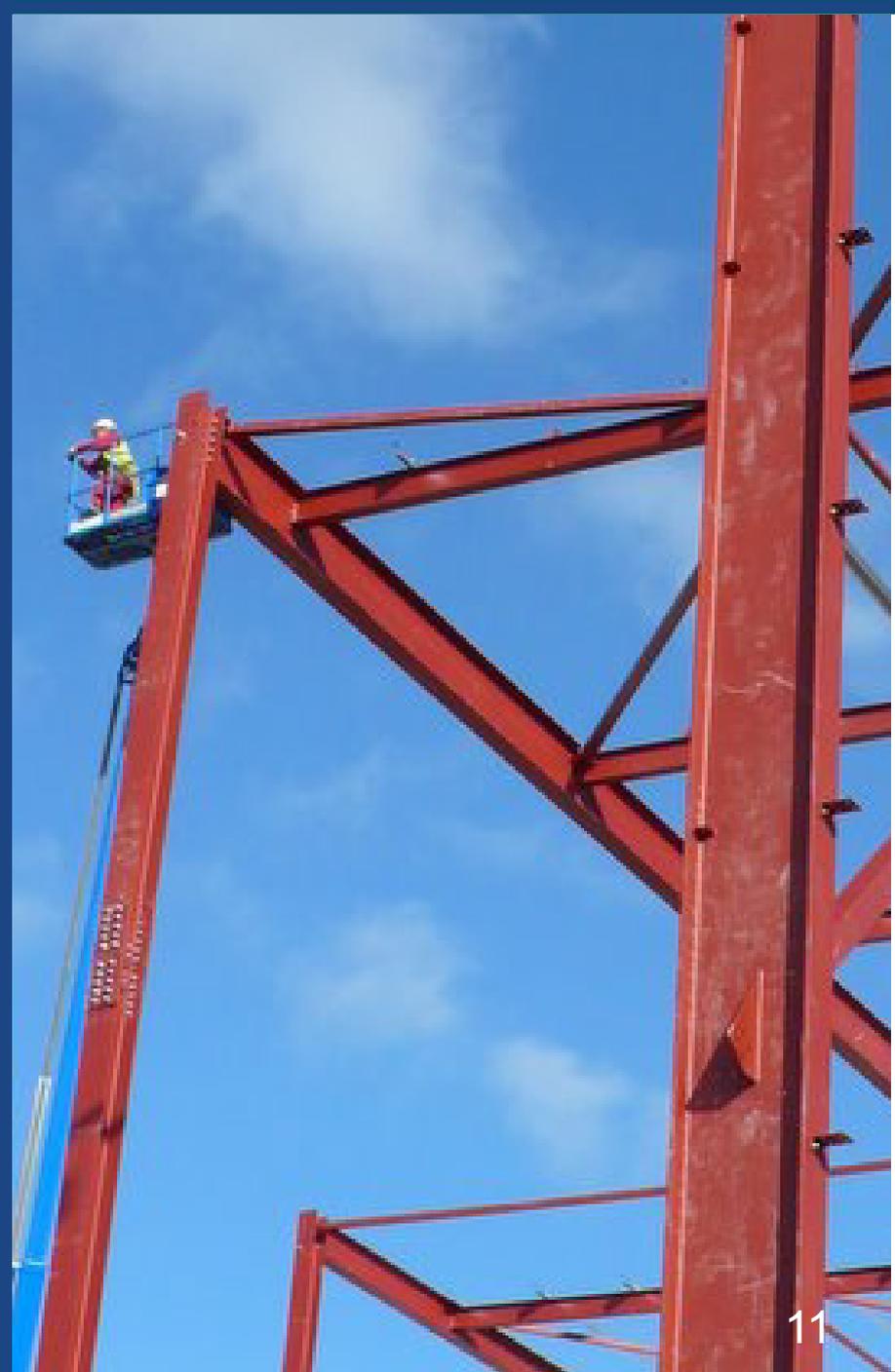
3: the larger branches of a tree that **determine its shape**

Framework. (n.d.). In *Merriam-Webster's online dictionary*. Retrieved from <https://www.merriam-webster.com/dictionary/framework>

Why Is a Framework Important?

- Provides a core organizing structure
- Formalizes the priorities
- Creates consistency and focus

Everything maps back to the priorities.



What Does a Framework Look Like?

- **Related elements**
- **Based in research**
- **Content areas align with purpose**
- **Feasible data collection**

Defining Our Inquiry

What do we need to know about the components of the needs assessment?

Placeholder for visual display of framework

Use this slide to share a graphic or list the elements of the framework you are using

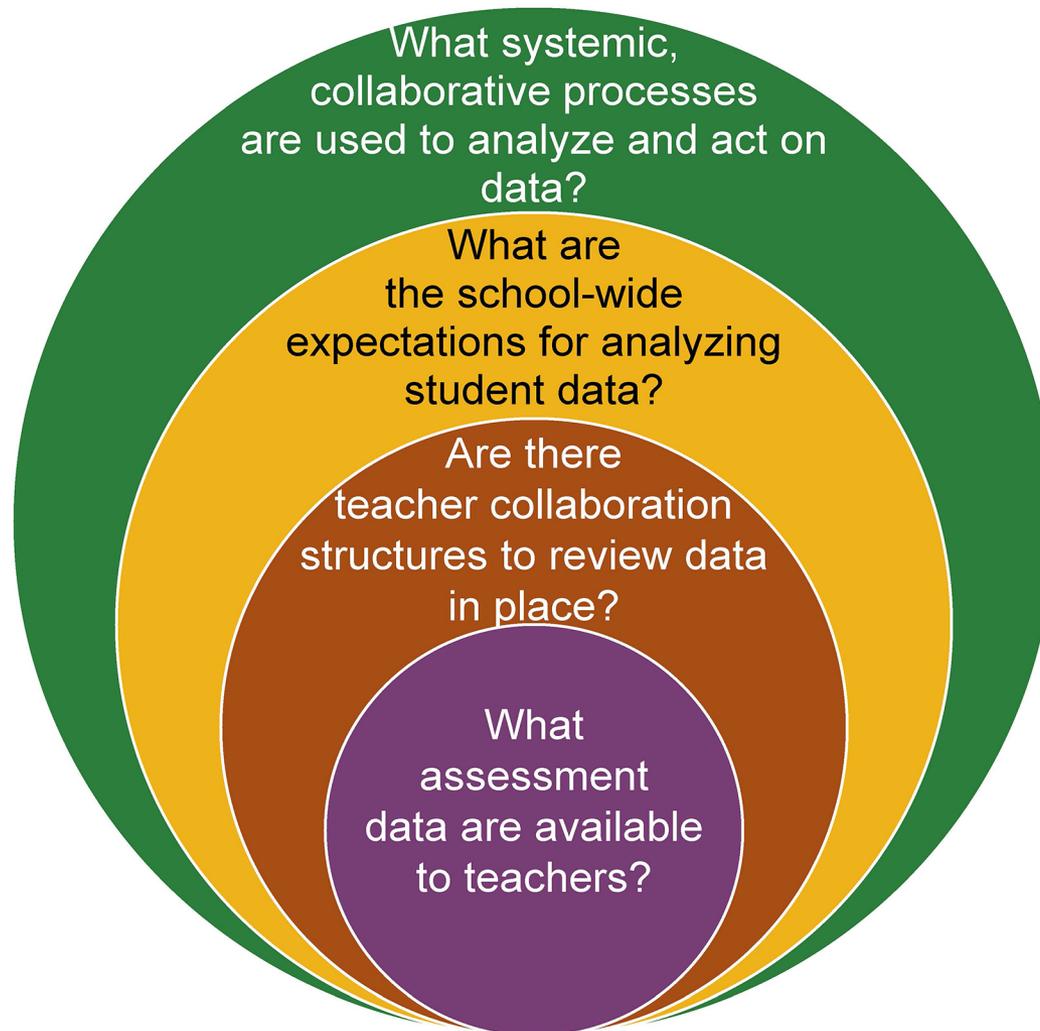
Guiding Questions

ARE	ARE NOT
Overarching, umbrella questions, that generate other inquiry questions within	A long list of subquestions collapsed into a single, run-on sentence
Open ended	Answered with Yes or No
In need of multiple perspectives and/or data sources to answer fully	Addressed with a singular data source or perspective
Driving your needs assessment, telling you which data you need to collect	Disconnected from the core components you want the needs assessment to address

Guiding Questions

Good Examples	Poor Examples
How does the school ensure that systematic, collaborative processes are used to analyze and act upon assessment results?	Are teachers using assessment data?
How does the district/school recruit, train, and retain high-quality, effective staff?	What is the teacher turnover rate?
How do schools create/ensure a welcoming environment, including safety in and around schools?	How are school transportation zones determined?

Question Levels



Developing the Right Questions

1. Brainstorm words or phrases that resonate (write on sticky notes).
2. Put notes on chart paper and organize into themes.
3. Draft up to three overarching, guiding questions, based on your themes.

Carousel Feedback

At each station,

1. Review keywords and guiding questions,
2. Indicate agreement with dots, and
3. Add new ideas or pose questions using sticky notes.

At your original station,

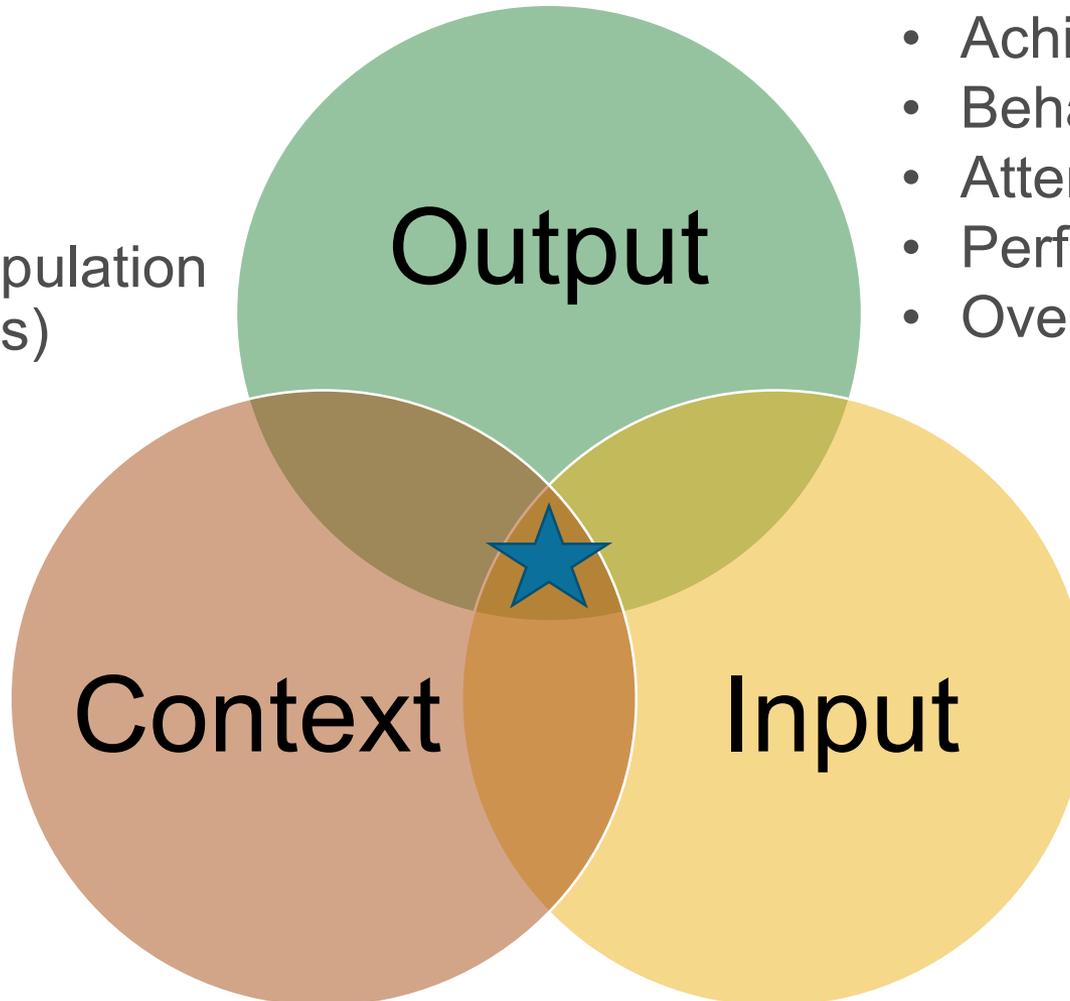
1. Review input, and
2. Make revisions as necessary.

Remember: The goal is a group of good ideas, not an isolated perfect question!

Identifying and Mapping Data

Data Types

- Student population (and trends)
- Subgroups
- Mobility



- Achievement
- Behavior
- Attendance
- Performance
- Overall culture

- Instruction
- Materials
- Plans
- Training
- Support

Selecting the Data

Data that describe what is going on within the system related to the framework elements (inputs)?

Data that describe what the system is producing related to the framework elements (outputs)?

Data that describe the stakeholders and context (demographics)?

Sample Data Map in Progress

Guiding Question	Input Data				Output Data				Demographic or Context Data			
	Professional development plans				Teacher attendance data	Teacher retention data			Changes in student population over time			
How does the district/school recruit, train, and retain high quality and effective staff?	X				X	X			X			

Data Crosswalk

	Guiding Question	Input						Output						Demographic			
		Data Source #1	Data Source #2	Data Source #3	Data Source #4	Data Source #5	Data Source #6	Data Source #7	Data Source #8	Data Source #9	Data Source #10	Data Source #11	Data Source #12	Data Source #13	Data Source #14	Data Source #15	Data Source #16
Framework Component #1																	
Framework Component #2																	
Framework Component #3																	
Framework Component #4																	
Framework Component #5																	
Framework Component #6																	
Framework Component #7																	

Data Maps

In small groups:

- Complete the data map.
- Share it with colleagues for peer review.
- Update data map and capture questions.



Reflect on Module and Next Steps

Reflection

- What questions do we have about data sources?
- What do we need to resolve in order to move forward?
- What thoughts or revelations did you have about needs assessment as a result of today's work?

Next Steps

Continue the work we started today:

- Refine guiding questions.
- Map data sources to questions and topics.
- Explore data availability.

Module 4: Process

As a result of this module, participants will be able to:

- Identify activities for each of the needs assessment implementation phases.
- Establish roles and responsibilities at school, district, and State education agency levels.
- Draft a timeline and sequence of activities.