Systems Planning: Data Informed Decision Making
5 things to "get right" with DIDM

INFOGRAPHIC

1 Right People

- Identify teams, clear purpose and data points to be monitored
- Create cross functional teams, such as:
  - Academic Tier 1, Adv. Tiers
  - PBIS
  - Attendance
  - Climate
- Include all partners: community reps, family, students (secondary)

2 Right Data

- Determine decisions the team needs to make
- Determine data needed for decision making. Be specific: universal screening data, benchmark data, CBM data, summative data, etc.
- Determine if a data system is in place to capture and communicate data

3 Right Format

- Identify a data lead on the team to ensure data needs are met
- Clarify purpose to determine data need
- Ensure user-friendly visualization
- Consider disaggregation needs
- Consider trend data
- Consider progress monitoring over time

4 Right Time

- Schedule data to be considered at specific points throughout the year
- Consider timeliness of data
- Provide adequate time for deep discussions and action-planning
- Consider sharing data ahead of meetings to preview beforehand
- Provide coverage for key stakeholders to be included in DIDM process

5 Right Process

- Recognize opportunities to celebrate
- Follow a data analysis / problem solving protocol
- Dig deeper to identify potential root causes
- Once the who, what, when, where and why are established, define specific goal(s)
- Monitor goal progress

An Evidence-Based Decision-Making Process

MEETING FOUNDATIONS

Purpose // Agenda // Logistics

Roles // Responsibilities // Authority

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Virginia Department of Education's
Training & Technical Assistance Center
at Old Dominion University