

The Data Audit Worksheet

Step 1: Brainstorm

Source of Data	When are the data received? Can this date be moved?	What are the data used for?	Who has access to the data?	Where are the data stored?
<i>Ex: PARCC</i>	<i>End of the year, cannot be moved</i>	<i>Assessing where students are at the end of the year, assessing student growth</i>	<i>State, District, Testing Coordinator, Principal</i>	

Step 2: Assessing the Purpose of Pieces of Data

Movable Data Source	What purpose do the data serve to other meetings and deadlines? Will the data be available for these?	If the dates need to be moved, how will they be moved? Are there other pieces that will need to be moved as well?

Step 3: Aligning Data with SGO Steps

SGO Step	What Data Could Support This Step?	What Data Could Support Teachers in this Step of the SGO Process?	Do The Relevant Dates Currently Align with One Another? If no, how will this be addressed?
Step 1: Choose or Develop Quality Assessments			
Step 2: Determine Starting Points			
Step 3: Set Ambitious and Achievable Student Growth Objectives			
Step 4: Track Progress			
Step 5: Review and Score			