The first step in the planning process for the Continuous School Improvement cycle is completion of a Comprehensive Needs Assessment. The collection of the overall schoolwide data will allow leadership teams to reflect deeply on practices of the previous year and identify areas of strength and areas of focus.

Student Achievement Results

Data Source	Factors to Consider	Schoolwide Data	Observations/Key Findings/Trends
OSTP: Academic Achievement & Oklahoma Performance Index Scores (OPI)	**oklahoma.measuredprogress.org** Go to group summary to report: Percent of students in each performance level (Below Basic, Basic, Proficient, and Advanced). OPI go to: Group performance levels report to measure growth.	Enter the OSTP data associated with this data source by grade level. Schoolwide: • ELA • Math • Science	Write your narrative (observations/key findings/trends) for the OSTP data.
*ACT: High School Only	**sde.ok.gov** Single Sign-On Accountability Reporting	• Composite • English • Reading • Writing • Mathematics • Science Reasoning	Write your narrative (observations/key findings/trends) for the ACT data.
*ELA: District Screeners/ Benchmark/ Assessments	Percent of students in each performance level (Below Basic, Basic, Proficient, Advanced, and/or Growth). • Identify patterns by grade/subgroups	Enter the screener and/or benchmark name and data associated with this data source by grade level.	Write your narrative (observations/key findings/trends) for the screener/benchmark data.

*Include this data source if applicable

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Data Source	Factors to Consider	Schoolwide Data	Observations/Key Findings/Trends
*Math: Benchmark/ Interim Assessment	Percent of students in each performance level (Below Basic, Basic, Proficient, Advanced, and/or Growth). • Identify patterns by grade/subgroups	Enter the benchmark/interim math assessment data associated with this data source by grade level.	Write your narrative (observations/key findings/trends) for the math benchmark/interim assessment data.
*Science: Benchmark/ Interim Assessment	Percent of students in each performance level (Below Basic, Basic, Proficient, Advanced, and/or Growth). • Identify patterns by grade/subgroups	Enter the benchmark science assessment data associated with this data source by grade level.	Write your narrative (observations/key findings/trends) for the science benchmark assessment data.

Engagement and Discipline

Data Source	Factors to Consider	Schoolwide Data	Observations/Key Findings/Trends
Attendance Rate: Students	Average daily attendance for students enrolled in your school	Enter your attendance rate data. • Overall YTD student enrollment average • Daily attendance rate	Write your narrative (observations/key findings/trends) for student attendance.
Chronic Absenteeism: Students	Chronic absenteeism for students enrolled in your school • Identify patterns by grade.	Enter your chronic absenteeism data. • Overall chronic absenteeism	Write your narrative (observations/key findings/trends) for chronic absenteeism.

*Include this data source if applicable

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Data Source	Factors to Consider	Schoolwide Data	Observations/Key Findings/Trends
Attendance Rate: Staff	Average daily attendance rate for staff • Identify reasons for absenteeism.	Enter your staff attendance rate data. • Staff attendance data	Write your narrative (observations/key findings/trends) for staff attendance.
Discipline	Number of suspensions, expulsions and incident reports • Identify patterns by grade.	Enter your discipline data. • Student Suspension YTD Average - In School	Write your narrative (observations/key findings/trends) for the number of discipline incidents.
*Graduation Rate: High School Only	Both 4-year and 5-year graduates	Enter your graduation information.	
*Postsecondary Opportunities: High School Only	Percentage of students participating in postsecondary opportunities. These may include: • Advance placement or baccalaureate classes • Dual or concurrent enrollment in higher education classes • Internships/apprenticeships	Enter your postsecondary opportunity data. • Student participation rate	

*Include this data source if applicable

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Stakeholder Survey Data

Data Source	Factors to Consider	Schoolwide Data	Observations/Key Findings/Trends
Stakeholder Surveys	Results from staff, student and family surveys. • Identify areas of strength and areas of concern based on any significant findings from surveys.	Participation Rate: • Student Percentage • Parent/Family Percentage • Staff Percentage Enter your survey data.	Write your narrative (observations/key findings/trends) for each Essential Element.

*Include this data source if applicable

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