

Protocol for Examining Data

Begin the conversation by taking care of some business:

- ✓ Select a **group facilitator** who will pose the questions. The shaded boxes below provide direction to the facilitator as the group progresses through the protocol.
- ✓ Review the Seven Norms of Collaboration located on your table. Each participant selects and shares with the group one norm to be particularly mindful of during this conversation.
- ✓ Designate a **timekeeper** who will keep track of the process. Be kindly assertive in order to keep the group focused.
- ✓ Decide on a **scribe**. Use the graphic organizer to keep a record of key points of the conversation.

I. Activate and Engage – 3 minutes

Facilitator: Pose these questions before the team looks at the data. Allow conversation to ensue.

What do we predict the data will show? What assumptions explain the predictions?

II. Explore and Discover – approximately 15 minutes

Facilitator: Distribute the data. Ask participants to study the data independently using the four questions below to guide thinking. Inform participants that the purpose is for information gathering; not judgments or interpretations.

1. *What points seem to “pop out”?*
2. *What are the patterns, categories, and trends?*
3. *What is surprising/unexpected?*
4. *Are there other avenues to explore?*

Facilitator: When it appears everyone has had time to study the data, begin posing the above questions designed to look at the facts only. Reiterate that this step of the conversation is for information-gathering only. Avoid judgments or interpretations. Ask participants to refer to specific questions when citing things observed. Move to the next section only after a long pause indicates all ideas have been exhausted.

III. Organize and Integrate/Interpret – approximately 10 minutes

Facilitator: Begin this section by asking group members to read the information below. Ask participants to independently think about the questions that follow. After some think time facilitate the conversation around the questions below keeping the Norms of Collaboration in mind.

As a group attempt to make sense of what the data says and why. Try to find as many different interpretations as possible and evaluate them against the kind of quality of evidence. Make inferences. Think broadly and creatively. Assume that the data, no matter how confusing, makes sense to someone. As you listen to each other’s interpretations, ask questions that help you better understand each other’s perspectives.

1. *What inferences/explanations/conclusions might we draw from the data? (causation)*
2. *What additional data sources might we explore to verify our explanations? (confirmation)*

IV. Group Reflection on the Conversation/Debriefing the Process – approximately 5 minutes

Facilitator: Provide time for participants to individually reflect on the following questions. Next, ask each participant to answer any one of the questions by sharing with the group. This is designed to be a quick closure that honors each person’s thinking on how the conversation went or on how the conversation benefited the individual or the group.

1. *What did you learn from listening to your colleagues that was interesting or surprising?*
2. *What new perspectives did your colleagues provide?*
3. *How can you make use of your colleagues’ perspectives?*
4. *What questions about teaching and professional learning did looking at the data raise for you?*
5. *Are there things you would like to try in your classroom or with your site team as a result of looking at the data?*
6. *How well did the conversation protocol work?*
7. *What about the process helped you to see and learn interesting or surprising things?*
8. *What could be improved about this process?*

Predictions <i>What you expect to see in the data.</i>	Assumptions <i>Something you think to explain your prediction. (Assumptions are not expected to be seen in the data)</i>
Ex: Our teachers felt like SPS Now was beneficial for making positive changes in the classroom.	Ex: Several times during team meetings I've heard teachers make references to ideas that came from that meeting.

Explore and Discover

Organize and Integrate/Interpret

Group Reflection