

Collaborative Assessment Data Analysis and Instructional Planning Instrument

Department: _____

Date: _____

Course/Grade: _____

Directions: Answer the questions below with your colleagues to inform your common instructional plan for the coming month.

Analysis of Items/Standards That May Require Immediate Re-teaching

1. Follow the steps below to identify the test questions or standards that need immediate attention.
 - On your *Exam Item Analysis Report*, what tested standards/items did less than 25% of your students answer correctly? **(Write responses in columns 1 and 2)**

2. Review the items on the assessment that you listed in column 2, and answer the following questions:
 - Why did such a high number of students answer the items above incorrectly?
 - Were the questions misleading? Was the standard not taught? Was the content covered too quickly? **(Write responses in column 3)**

3. Which teachers were successful in teaching the standards listed, below? What strategies did the successful teacher(s) use? **(Write response in column 4)**

4. What common strategies will we implement to help bring the students up to speed in order for them to engage the standards that will be tested in assessment #2? **(Write responses in column 5)**

Standard	Item(s)	Reason for Low Performance	Strategies that Did Work	Strategy for Improving Performance

5. What support does this team need in order to implement the following strategies effectively?
