

**Thomasville City Schools  
Liberty Elementary School  
CFA Data Analysis Template**

This supplementary document is intended to be shared with other North Carolina Teachers as a part of the NCDPI and Home Base Teacher Spotlight series.

The “CFA Data Analysis Meeting” worksheet is used in grade level PLCs to help teachers break down the student performance data in Schoolnet after administering a common assessment. The PLC meets with the school’s instructional coaches to look at the standards mastery and item analysis reports to determine specific questions, question types, and standards that students struggled with. They then develop a hypothesis as to why students struggled, and come up with specific strategies to re-teach those skills and standards. Specific action plan steps are determined to facilitate these strategies, as well as a timeline for when student growth will be reassessed. By doing so, teachers and instructional leadership can track student progress and ensure that instruction is planned in a way that addresses the needs of the students.

**CFA Data Analysis Meeting (SAMPLE)**

Coaches will be the note taker at each Data Analysis meeting and will make sure all teachers get a copy of notes at the end of small groups.

Date:

Grade Level:

CFA Subject:

Standard(s) Covered:

- 
- 
- 

### Agenda

<p><b><u>Identify the Problem:</u></b>      —————→</p>    <p><b><u>Develop Hypothesis:</u></b>      —————→</p>	<p>Question(s) students struggled with:</p> <p>Standard(s) students struggled with:</p>  <p>Why do we think the students struggled with those particular question(s)/standard(s)?</p>
<p><b><u>Discuss and Select Solutions:</u></b>      —————→</p>    <p><b><u>Develop Action Plan:</u></b>      —————→</p>    <p><b><u>Evaluate and Revise:</u></b>      —————→</p>	<p>Strategies to re-teach</p>    <p>Remediation:</p>    <p>Acceleration:</p>    <p>Date for re-assessing:</p>