**AGENDA**

**PURPOSE and OUTCOMES:**

The Data Team members will analyze their monitoring data, so they can be able to make adjustment to their Action Plan. By engaging in the process the Data Team should be able to:

* Plan, design, and explain what effective monitoring process is, and the importance of implementing a monitoring.
* Identify strategies to building effective team, and
* Identify strategies to dealing with difficult people

**DAY ONE, Friday, February 3rd, 2012**

8:00 – 8:30 AM Registration (Continental Breakfast will be provided)

**Pre Test, Norms of Collaboration, and Roles**

* Establish Norms of Collaboration
* Establish Roles

**Team Effectiveness**

* Reading – Team Effectiveness

***Time Line Using Data Process - Data Team Engagement***

**Revisit Action Plan**

* Review the Outcomes and Strategies
* Review the Monitoring tools

**Lunch**

**Task 18: Monitor Results and Reflection**

* Analyze data from the monitoring tools
* Identify Challenges
* Makes suggestions about how to adjust implementation, as needed, based on monitoring data

**Task 19: Celebrate Success and Closure**

**AGENDA**

**PURPOSE and OUTCOMES:**

The Data Team members will analyze their monitoring data, so they can be able to make adjustment to their Action Plan. By engaging in this process the Data Team should be able to:

* Plan, design, and explain what effective monitoring process is, and the importance of implementing a monitoring.
* Identify strategies to building effective team, and
* Identify strategies to dealing with difficult people

**Day Two – February 4th, 2012**

8:00 – 8:30 AM Registration (Continental Breakfast will be provided)

**Norms of Collaboration, and Roles**

* Establish Norms of Collaboration
* Establish Roles

**Monitoring and Purpose of Monitoring**

* Reading – Monitoring

**Conflicting People**

* Reading – Dealing with conflicting People

**Plans for Adjustment and Changes**

* Make adjustment to implementation of action plan, as needed, based on monitoring data

**Lunch**

**Planning Presentation to Whole staff**

* Make plan for how the team will present current status of action plan, and any adjustment made.

**Presentation from two Schools**

* Presentation of entire Action Plan, Monitoring, Reflection, and Adjustments

**Post test, Reflection, and closure**

* Complete post test - reflection
* Closure for Group