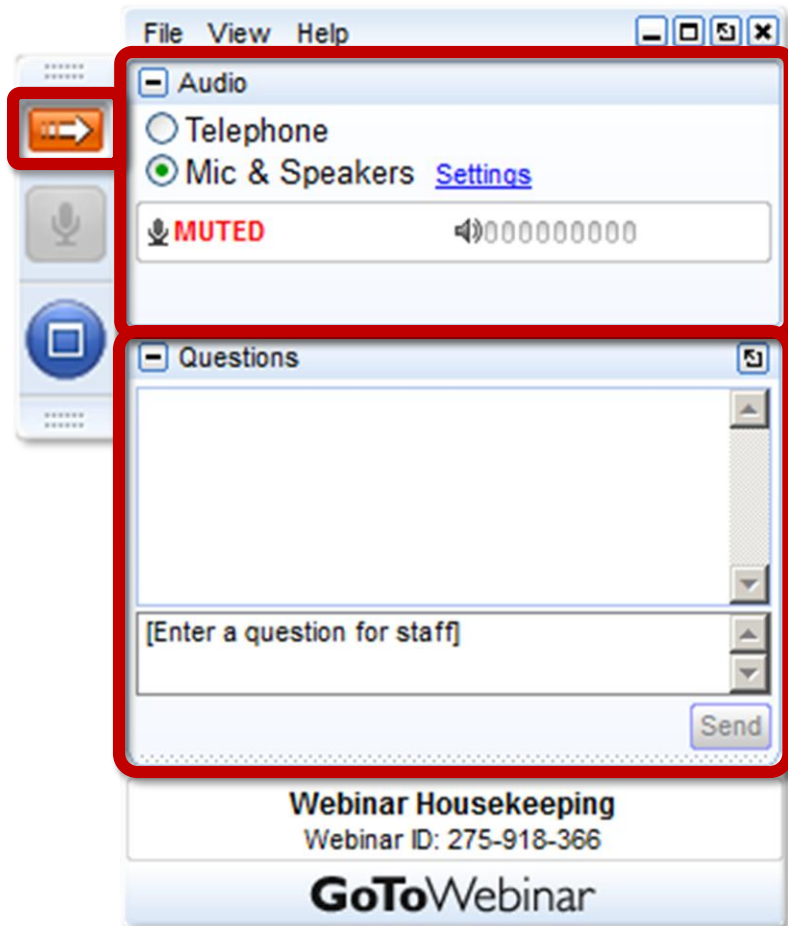# Serving on Groups That Make Decisions
September 8, 2016
Welcome! The webinar will begin shortly.

Attendee Participation

Your Participation

Open and close your control panel

Join audio:
- Choose **Mic & Speakers** to use VoIP
- Choose **Telephone** and dial using the information provided
- If you are joining the audio by telephone mute your computer speakers

Submit questions and comments via the Questions panel

Note: Today's presentation is being recorded and will be provided within 48 hours.
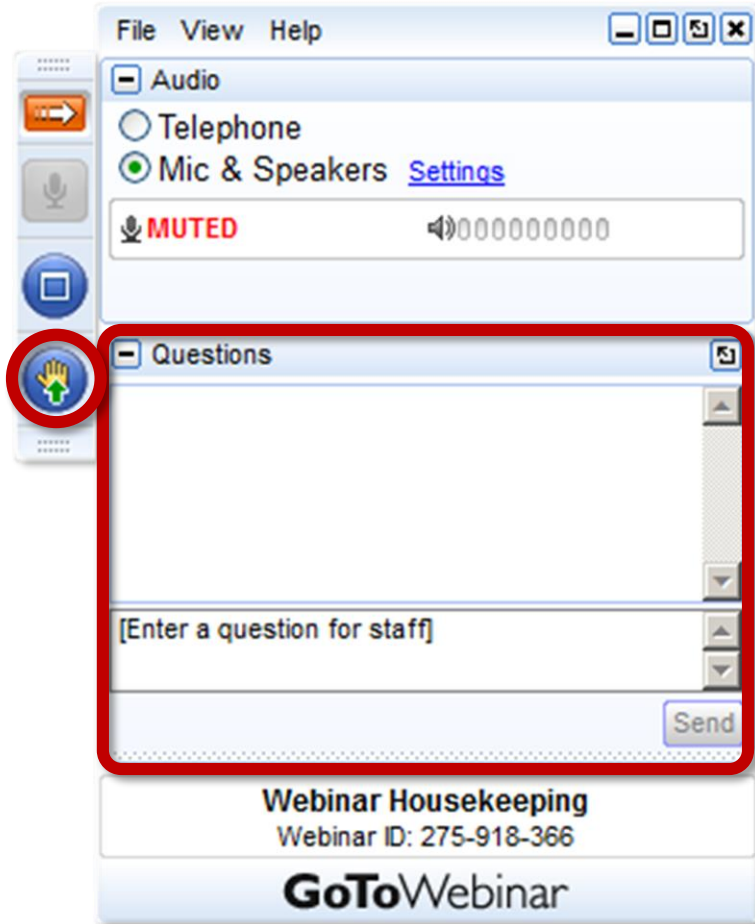
Housekeeping

Questions
Use hands for unmuting!

Your Participation

- Please continue to submit your text questions and comments using the Questions panel

- Please raise your hand to be unmuted for verbal questions.

Note: Today's presentation is being recorded and will be provided within 48 hours.

START Parent Leadership Development Training

Serving on Groups That Make Decisions

How To Use Data on a Decision Making Group

September 8, 2016

www.servingongroups.org
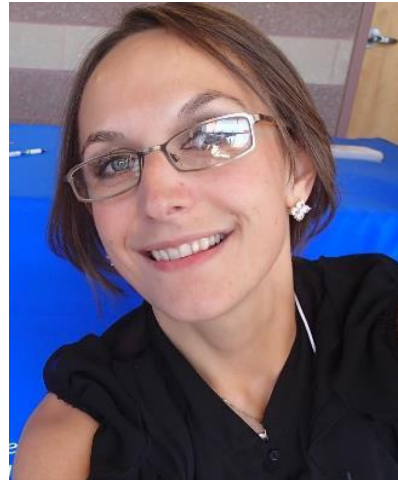
Meet the Presenters

Brenda Figueroa

Michele Tyler

Myriam Alizo

Monique Dujue

Tatsiana DaGrosa

Debbie Esposito

Serving on Groups That Make Decisions

ALL Webinars are from Noon to 1 pm

July 14th   Opportunities to Get Involved and Types of Groups

August 11th   Processes and Tools Groups Use

September 8th   How to Use Data on a Decision Making Group

September 29th   Overview of Serving on Groups in **Spanish**

October 13th   Roles of Families and Skills for Serving on Groups

For more information contact SPAN:

973-642-8100 ext. 123 or start@spannj.org

www.servingongroups.org

Using Data as Information

What is data?

How can I learn more about data that groups use?

What are the stages of data use?
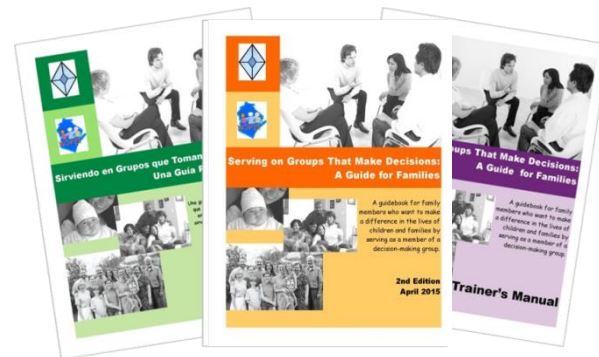
Serving on Groups That Make Decisions

What is Data?

Data…

- Is factual information
- Helps groups make decisions
- Must be:
  - Reliable
  - Valid
  - Accessible

Confidentiality

- A set of rules or a promise
- Limit access or put restrictions on certain types of information

- When working with data as a group, it is important to state if certain information should not be shared with others outside of the group.

Forms of Data

Quantitative Data
- Typically numbers
- Answers the questions:
  - How much? How often? When? Where?

Qualitative Data
- Typically descriptions
- Answers the questions:
  - What is it like? What do you observe about it?

Serving on Groups That Make Decisions

Stages of Data Use

1. Planning & Preparing to Use Data
2. Collecting Data
3. Organizing Data
4. Analyzing Data
5. Developing Hypotheses & Making Recommendations
6. Creating an Action Plan
7. Displaying & Sharing Results
8. Continuous Monitoring for Progress & Improvement

Serving on Groups That Make Decisions

Tool for Using Data

Serving on Groups That Make Decisions

Stages of Data Use

1. **Planning & Preparing to Use Data**
2. Collecting Data
3. Organizing Data
4. Analyzing Data
5. Developing Hypotheses & Making Recommendations
6. Creating an Action Plan
7. Displaying & Sharing Results
8. Continuous Monitoring for Progress & Improvement

Stage 1:
Planning & Preparing to Use Data

What do we want to know?

Tips

- Ask focusing questions
- Use a variety of methods & sources
- Find data already out there - baseline
- Try to find gaps
- Pinpoint possible roadblocks
- Ask others knowledgeable of the data

Serving on Groups That Make Decisions

WI FACETS

Stages of Data Use

1. Planning & Preparing to Use Data
2. **Collecting Data**
3. Organizing Data
4. Analyzing Data
5. Developing Hypotheses & Making Recommendations
6. Creating an Action Plan
7. Displaying & Sharing Results
8. Continuous Monitoring for Progress & Improvement

Serving on Groups That Make Decisions
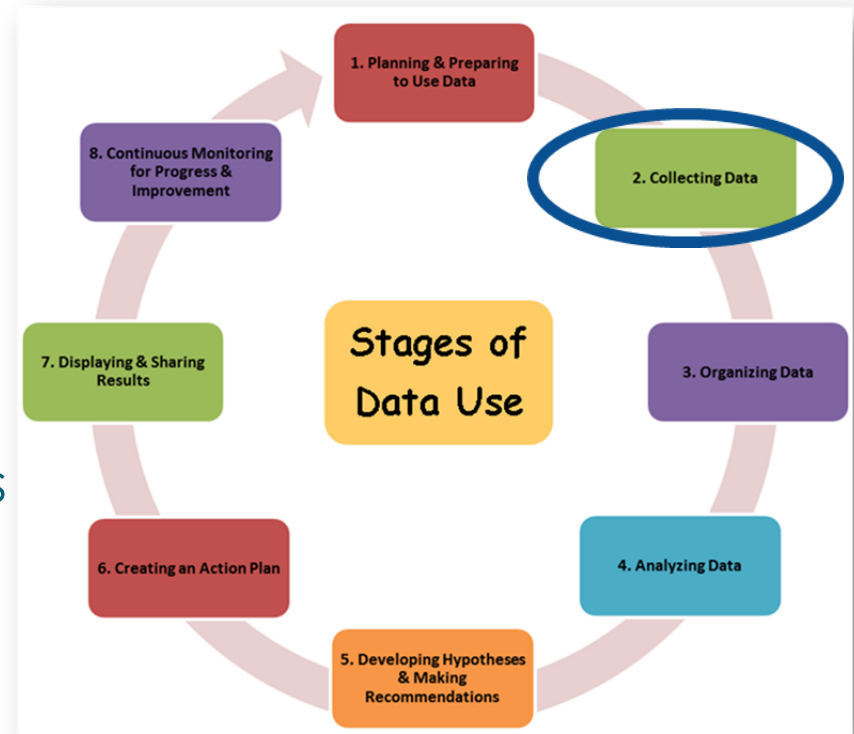
Stage 2: Collecting Data

Answer questions to make an informed decision and act.

Data from Schools

- Student Learning Data
- Student Demographic Data
- School Perception Data
- School Process Data
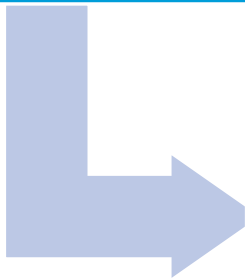
Families as a Data Source

- Surveys
- Focus Groups
- Participants or Attendees
- School Perception Data

Serving on Groups That Make Decisions

WI FACETS

Stages of Data Use

1. Planning & Preparing to Use Data
2. Collecting Data
3. **Organizing Data**
4. Analyzing Data
5. Developing Hypotheses & Making Recommendations
6. Creating an Action Plan
7. Displaying & Sharing Results
8. Continuous Monitoring for Progress & Improvement

Serving on Groups That Make Decisions
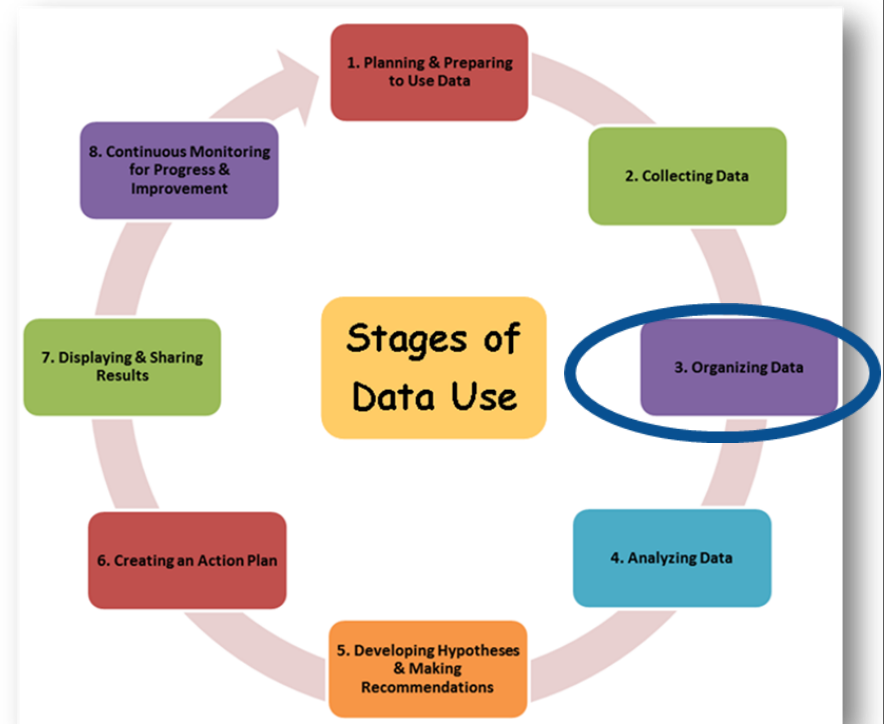
Stage 3: Organizing Data

Aggregated Data: a whole set of data formed by combining several parts

Youth 20-24 Neither Enrolled in School Nor Working

- Less than HS
- HS diploma
- Some college
- Bachelor's degree +

10%
10%
48%
32%
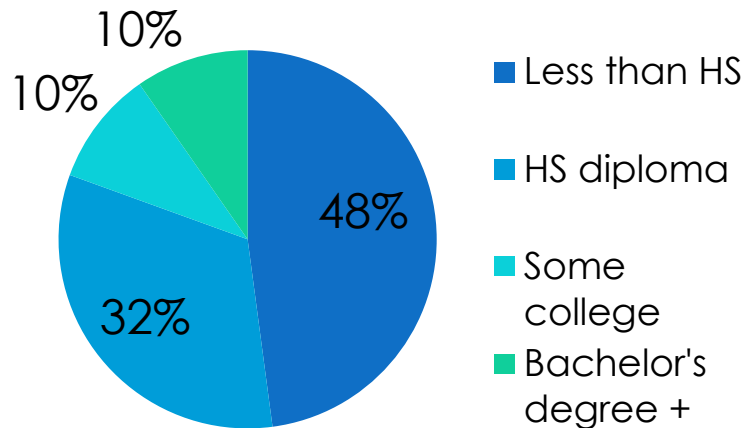
Disaggregated Data: a whole set of data separated into its categories or subgroups

Youth 20-24 Neither in School Nor Working with HS Diploma by Race/Ethnicity

White   Black   Hispa…   Asian   Nativ…   2+…
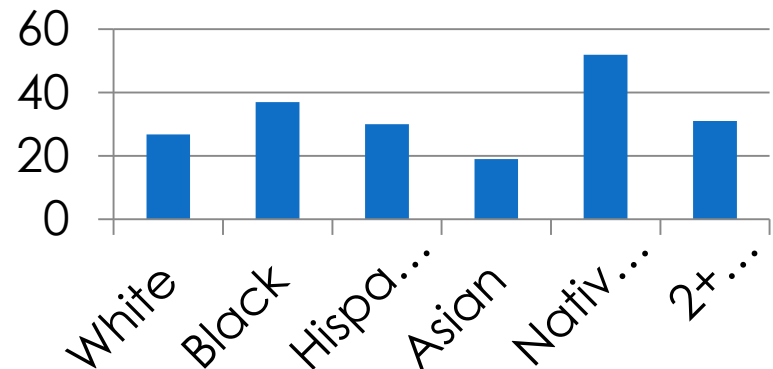
Stage 3: Organizing Data

Triangulated Data:

Use of multiple independent sources of data to establish the truth & accuracy of a claim.

Serving on Groups That Make Decisions
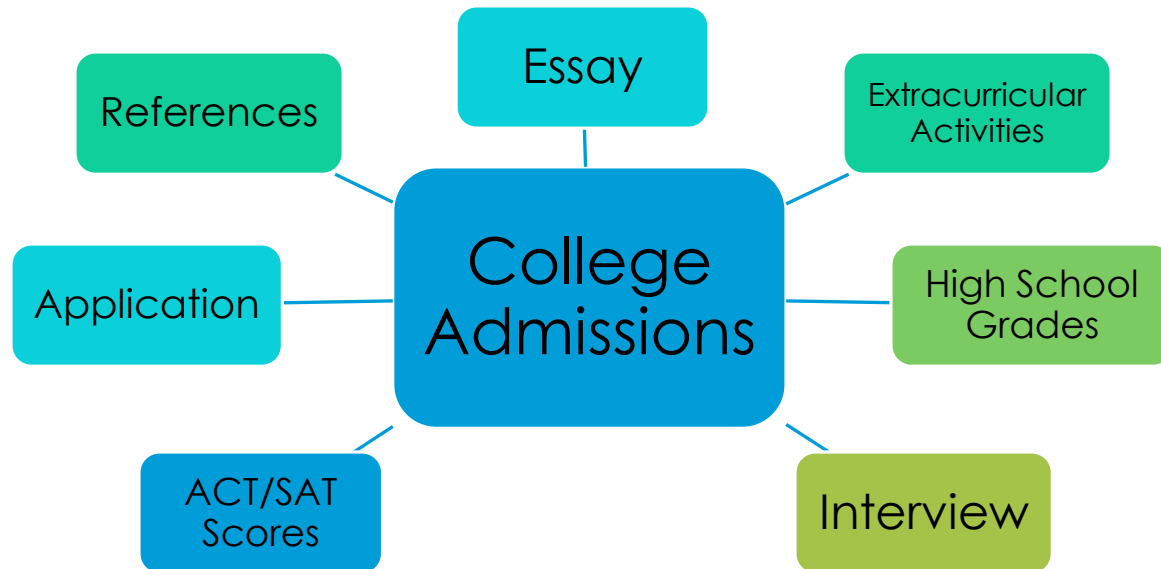
Stage 3: Organizing Data

Tips for Interpreting Graphs

Read all labels.

- What is…
  - in each COLUMN?
  - in each ROW?
  - the RANGE OF VALUES?
- Where was…
  - the MOST change or growth?
  - the LEAST change or growth?
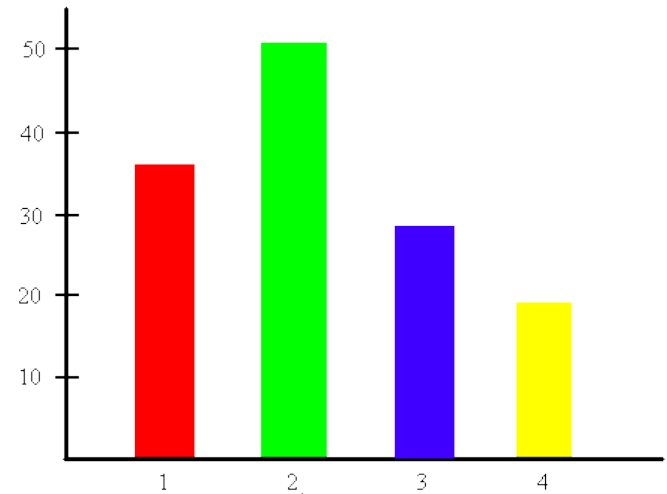
Stage 3: Organizing Data

A Snapshot in Time

2012 Post High School Outcomes
(699 Students responded Statewide)

- Higher Education: 34.6%
- Competitive Employment: 29.9%
- Other Postsecondary Education or Training: 3.3%
- Other Employment: 11.0%
- Indicator 14 Categories Not Met: 21.2%

Serving on Groups That Make Decisions
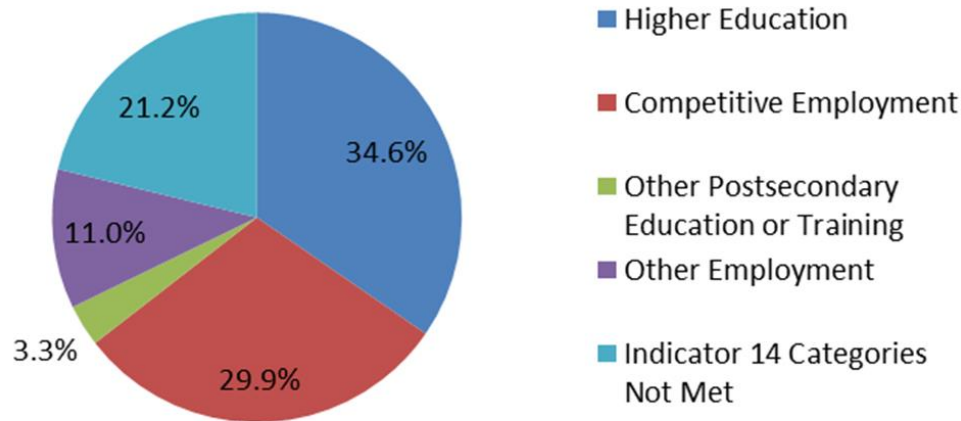
Stages 3: Organizing Data

Comparisons
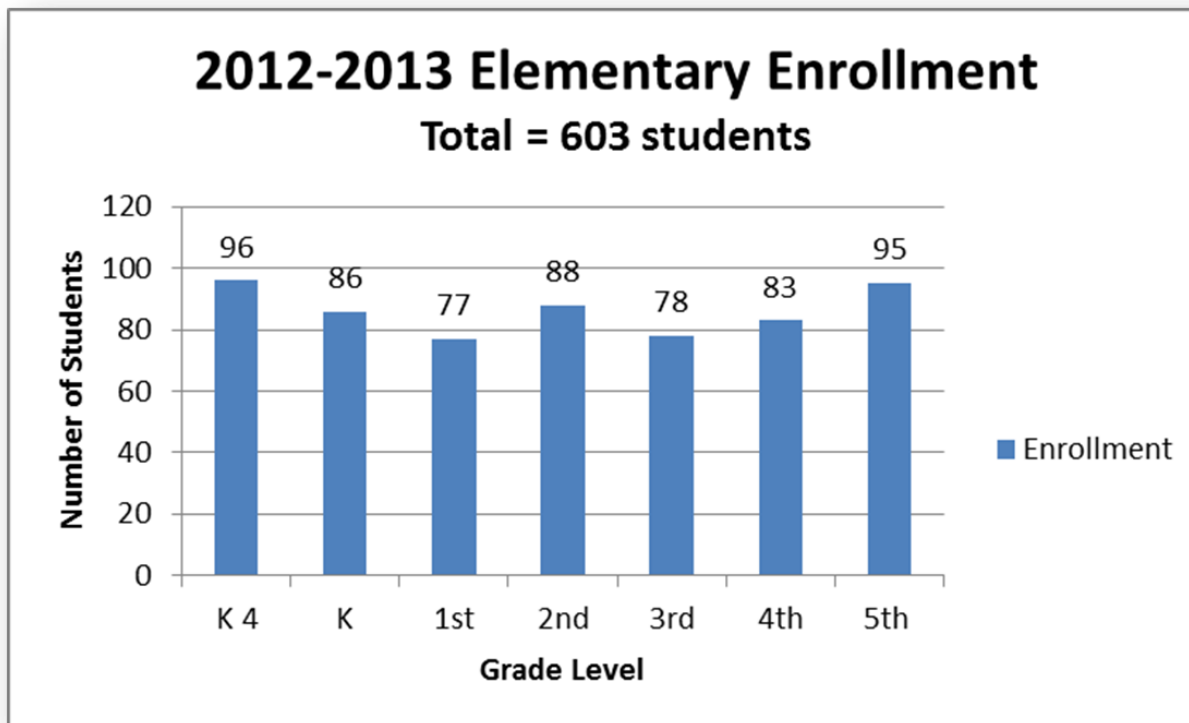
Stages 3: Organizing Data

Trends

Percentage of District Students Scoring Proficient or Advanced in Reading
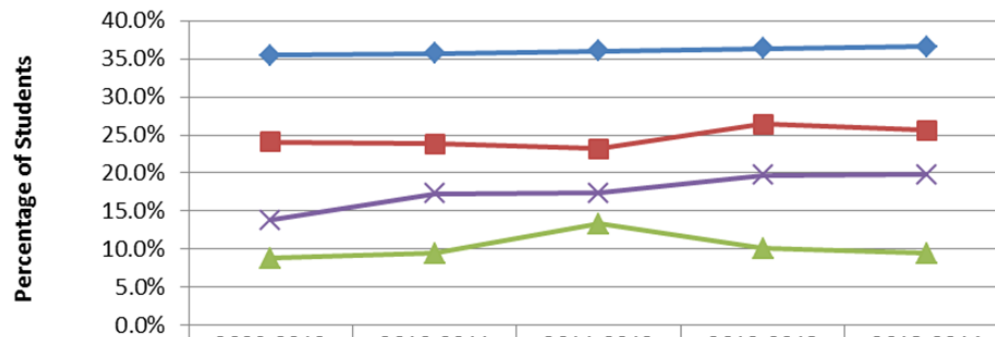
	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
State - All Students	35.5%	35.7%	36.0%	36.4%	36.6%
District - All Students	24.1%	23.8%	23.2%	26.4%	25.6%
District - Students with Disabilities	8.8%	9.4%	13.3%	10.1%	9.4%
District - Economically Disadvanted	13.8%	17.3%	17.4%	19.7%	19.8%

Stage 3: Organizing Data

Tips to Validate the Findings

To make sure the data are sound:

- Use trusted sources
- Follow-up with questions
- Use different ways of gathering data
- Ensure everyone agrees and accepts the findings

Serving on Groups That Make Decisions

Stages of Data Use

1. Planning & Preparing to Use Data
2. Collecting Data
3. Organizing Data
4. **Analyzing Data**
5. Developing Hypotheses & Making Recommendations
6. Creating an Action Plan
7. Displaying & Sharing Results
8. Continuous Monitoring for Progress & Improvement

Serving on Groups That Make Decisions
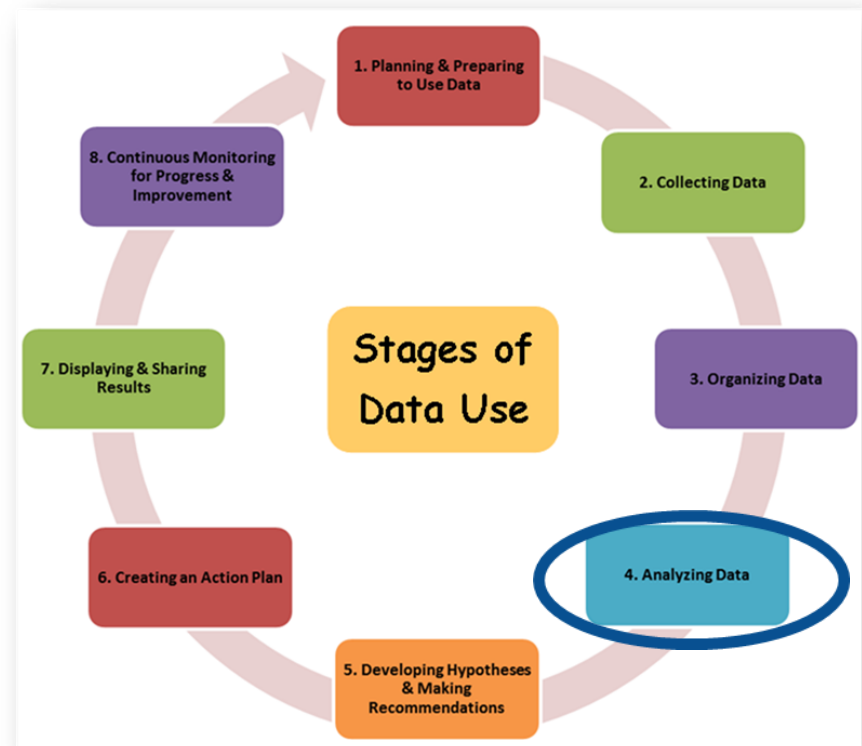
Stage 4: Analyzing Data

Look for Relationships in the Data

- Each view provides unique insight
- Look from many viewpoints
- Understand the parts as well as the whole
- Strengths and challenges
- Don't draw conclusions too soon
- Record information as it appears in the source

Serving on Groups That Make Decisions

Stage 4: Analyzing Data

Terms when Working with Numbers

- MEAN – average of a group of numbers
- MEDIAN – middle value
- MODE – most frequent value
- RANGE – difference between lowest & highest values
- OUTLIER – very high or very low number
- STATISTICALLY SIGNIFICANT – results true & not because of chance

Serving on Groups That Make Decisions

Stage 4: Analyzing Data

Examples of Working with Numbers

January Reading Scores
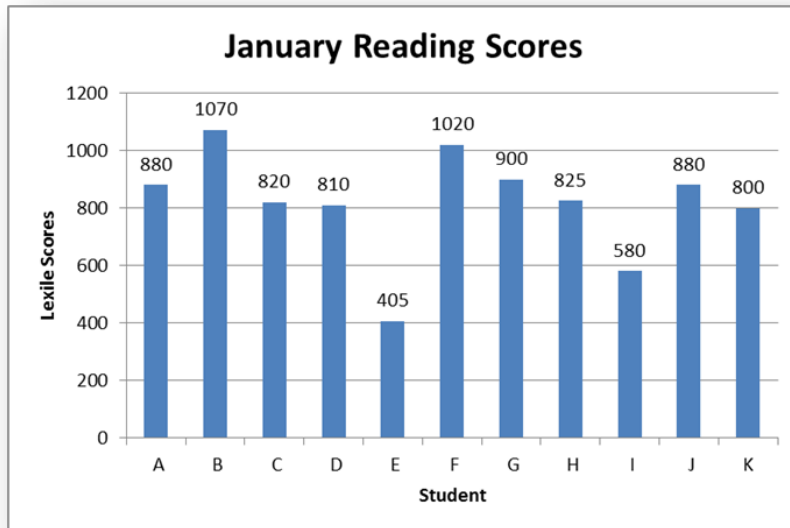
Mean = 817.3
Median = 825
Mode = 880
Range = 665

Student A's Reading Scores
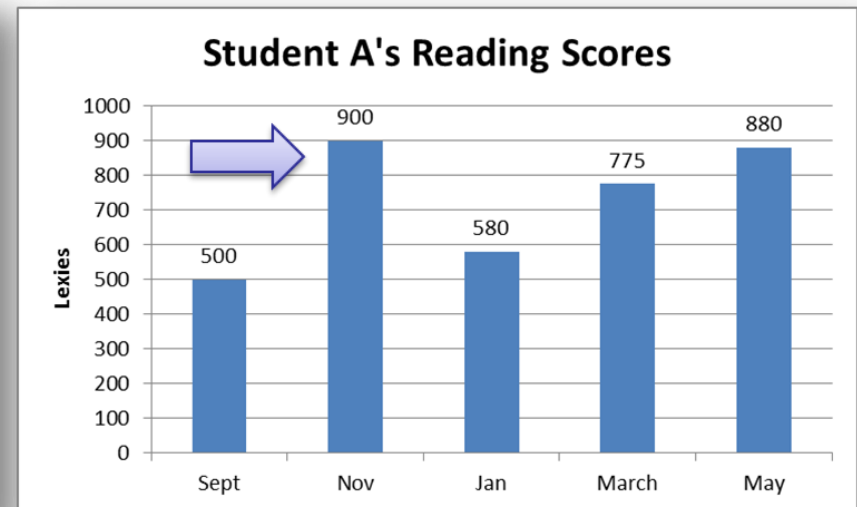
Outlier

Serving on Groups That Make Decisions

Questions

Stages of Data Use

1. Planning & Preparing to Use Data
2. Collecting Data
3. Organizing Data
4. Analyzing Data
5. **Developing Hypotheses & Making Recommendations**
6. Creating an Action Plan
7. Displaying & Sharing Results
8. Continuous Monitoring for Progress & Improvement

Serving on Groups That Make Decisions

Stage 5: Developing Hypotheses & Making Recommendations

Hypotheses & Recommendations

- Understand why we *think* it is happening
- Look at other data
- Ask additional questions
- Agree upon the conclusions
- Figure out possible solutions

Serving on Groups That Make Decisions

Stages of Data Use

1. Planning & Preparing to Use Data
2. Collecting Data
3. Organizing Data
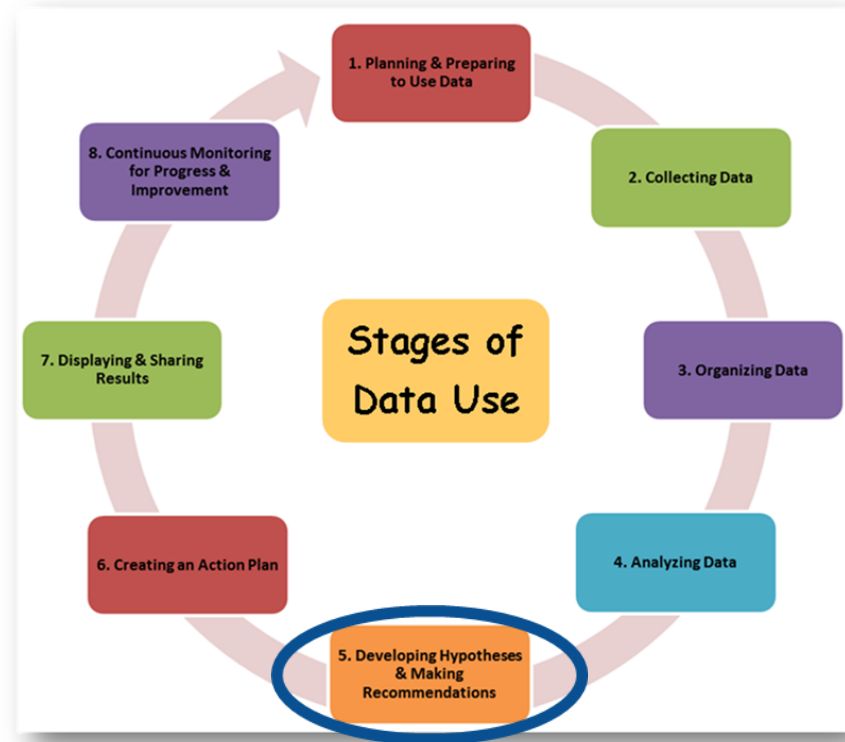4. Analyzing Data
5. Developing Hypotheses & Making Recommendations
6. **Creating an Action Plan**
7. Displaying & Sharing Results
8. Continuous Monitoring for Progress & Improvement

Serving on Groups That Make Decisions
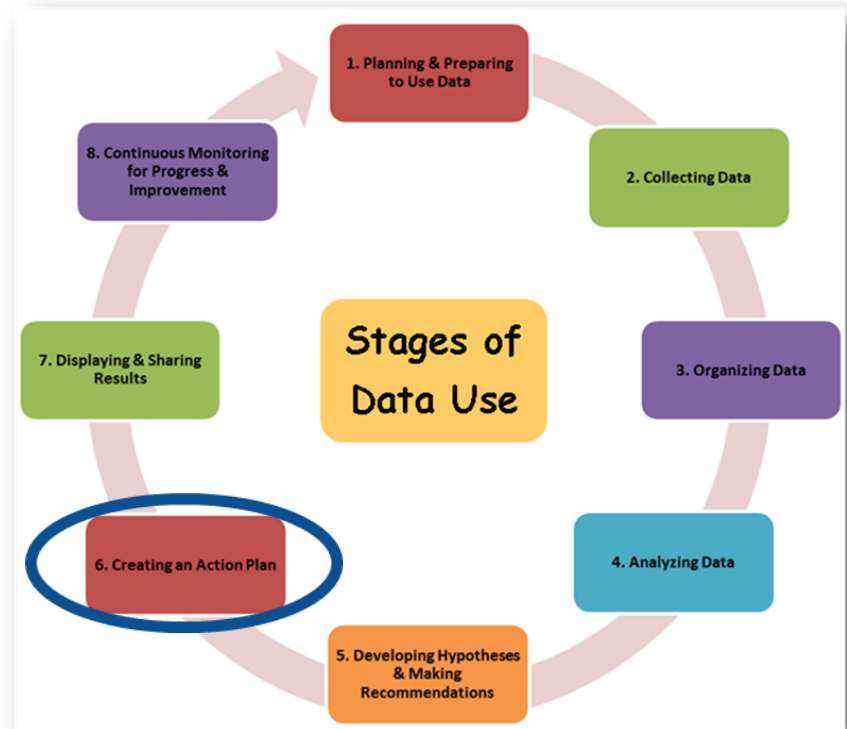
Stage 6: Creating an Action Plan

1. Bring key people together
2. Figure out:
   - What
   - Who
   - When
   - Where
   - Resources
   - Communication

3. Review completed action plan
4. Follow through
5. Communicate
6. Keep track of progress
7. Celebrate!

Serving on Groups That Make Decisions

Action Planning Template

CCYC Action Planning
Plan with the End in Mind
Use this page to outline action steps for each identified strategy for the goal that is to be achieved.

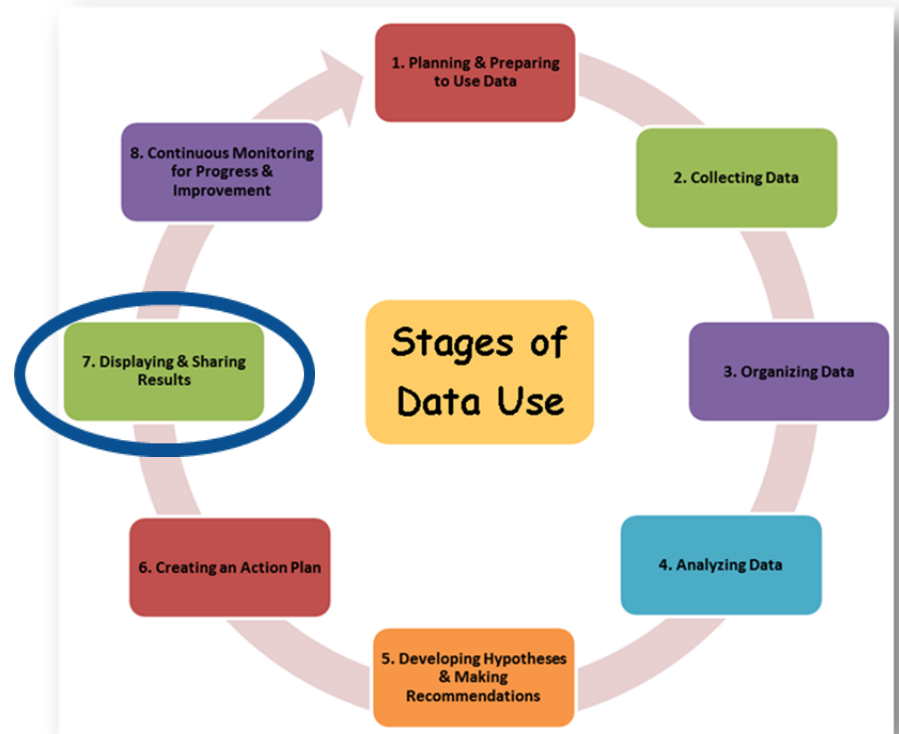**GOAL:** (choose one goal that you would like to work on first)

Strategy: (write specific strategies that address how your council will accomplish each goal)

Actions	By Whom	By When	Resources & Supports	Communication	Anticipated Results/ Outcomes
What needs to be done? List the major action steps needed to attain each strategy.	Who will take actions?	By what date will the action be done?	What resources are needed / available?	Who needs to know about your efforts and how will you share information?	What change has occurred because of your actions? Focus on small wins.
1.					
2.					
3.					

Serving on Groups That Make Decisions

WI FACETS

Stages of Data Use

1. Planning & Preparing to Use Data
2. Collecting Data
3. Organizing Data
4. Analyzing Data
5. Developing Hypotheses & Making Recommendations
6. Creating an Action Plan
7. **Displaying & Sharing Results**
8. Continuous Monitoring for Progress & Improvement

Serving on Groups That Make Decisions

Stage 7: Displaying & Sharing Results

Displaying Results

- Make Sure the Report is:

   - Appealing
   - Accessible
   - Accurate
   - Audience-specific

- Be Fair and Objective

Serving on Groups That Make Decisions
WI FACETS

Stage 7: Displaying & Sharing Results

Sharing Results

- Know the Purpose of your Report
  - Does it need to provide information?
  - Is it to raise awareness?
  - Will it be used to make decisions?

- Know your Audience
  - What do they already know about the topic?
  - Do they need the big picture or lots of details?

Serving on Groups That Make Decisions

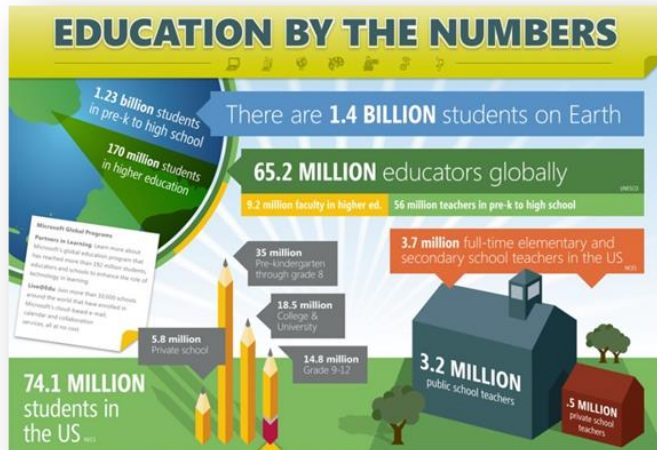# Stage 7: Displaying & Sharing Results

Make the Data Come Alive

Social Math

- Relating data numbers to what is familiar and concrete to your audience.

Data Stories

- Compelling narrative
- Audience-Specific
- Be objective
- Don't censor
- Explain the data

Serving on Groups That Make Decisions

Stages of Data Use

1. Planning & Preparing to Use Data
2. Collecting Data
3. Organizing Data
4. Analyzing Data
5. Developing Hypotheses & Making Recommendations
6. Creating an Action Plan
7. Displaying & Sharing Results
8. **Continuous Monitoring for Progress & Improvement**

Serving on Groups That Make Decisions
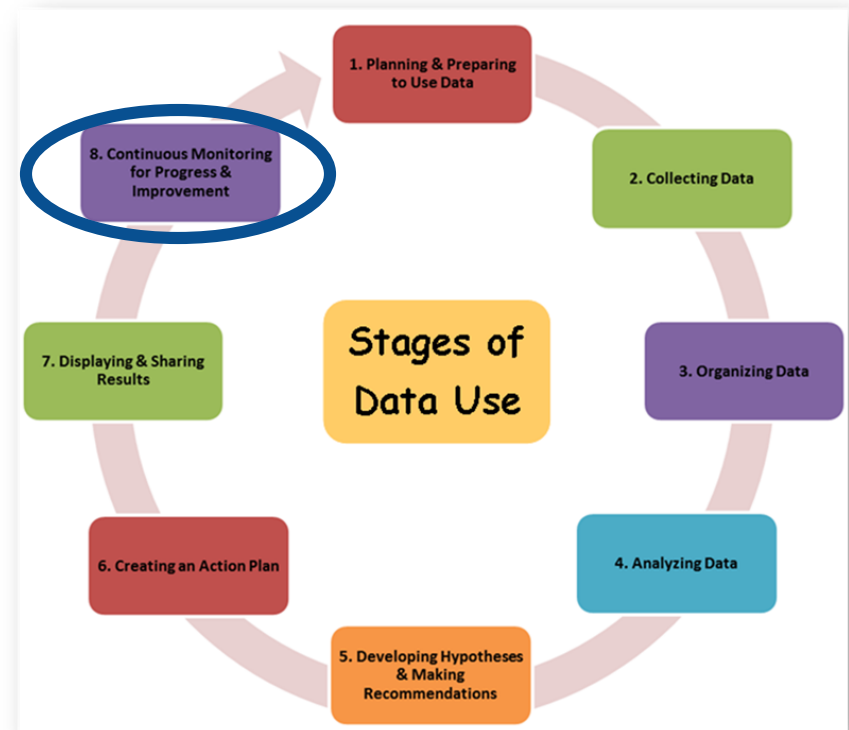
Stage 8: Continuous Monitoring for Progress & Improvement

Check Your Work
- Regularly revisit the plan
  - Identify challenges
- Make changes as needed

Evaluate the Action Plan
- Collect the same TYPE of data from the same data SOURCE

Serving on Groups That Make Decisions
WI FACETS

Stage 8: Continuous Monitoring for Progress & Improvement

Process Begins Again

Ask yourself:

- To what extent has the initial question been answered?

- What new concerns or questions have come up?

- Which factors are clearly understood and which ones need more data?

- ***Has the situation improved?***

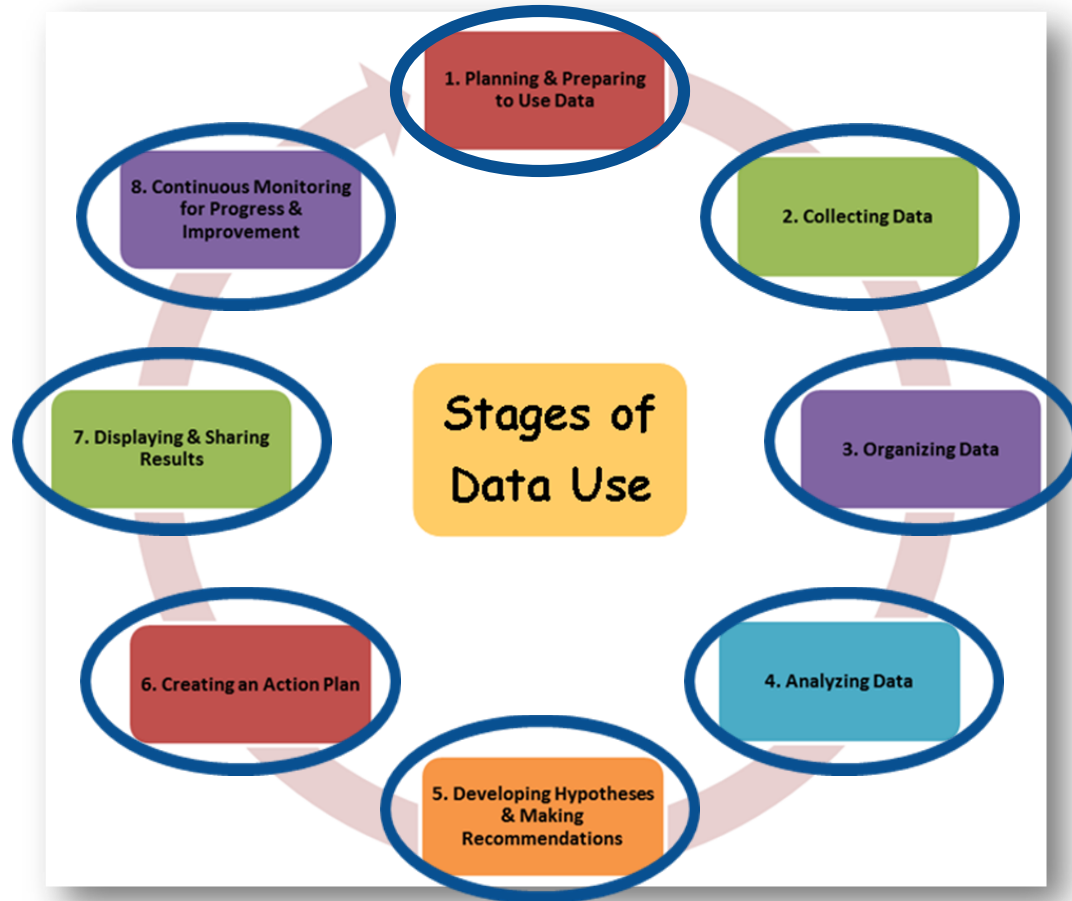Serving on Groups That Make Decisions

Questions

Review

Stages of Data Use

1. Planning & Preparing to Use Data
2. Collecting Data
3. Organizing Data
4. Analyzing Data
5. Developing Hypotheses & Making Recommendations
6. Creating an Action Plan
7. Displaying & Sharing Results
8. Continuous Monitoring for Progress & Improvement

Tool for Using Data

Serving on Groups That Make Decisions

Resources

NCES Kid's Zone
https://nces.ed.gov/nceskids/tools/
Fact Sheet on Your Community
http://factfinder2.census.gov/
Data about Children in Your State
http://datacenter.kidscount.org/
State Education Data Profiles
http://nces.ed.gov/programs/state profiles/
School District Performance Reports
http://apps2.dpi.wi.gov/sdpr/
EdMaps
http://www.relmidwest.org/edmaps/
Post High School Survey Data
www.posthighsurvey.org

U.S. Census Bureau Quick Facts Data
http://quickfacts.census.gov/qfd/
Data Driven: Making Student and School Data Accessible and Meaningful To Families (webinar)
https://admin.acrobat.com/_a17179333/p90826011/?launcher=false&fcsContent=true&pbMode=normal

Serving on Groups That Make Decisions

Resources

- **Serving on Groups That Make Decisions: A Guide for Families** http://www.servingongroups.org/guidebook

- **START Project Up Coming Events Page:** Check here for up coming events and links to register for trainingshttp://tinyurl.com/start-upcomingevents

- **CCYC Parent Leadership Development Training:** http://tinyurl.com/CCYC-Capacity-Building

- **SPAN:** Statewide Parent Advocacy Network, your 1st Stop for information and resources. For individual assistance, please call 800-654-7726. http://www.spanadvocacy.org/

Serving on Groups That Make Decisions

Serving on Groups That Make Decisions

ALL Webinars are from Noon to 1 pm

July 14th   Opportunities to Get Involved and Types of Groups

August 11th   Processes and Tools Groups Use

September 8th   How to Use Data on a Decision Making Group

September 29th   Overview of Serving on Groups in **Spanish**

October 13th   Roles of Families and Skills for Serving on Groups

For more information contact SPAN:

973-642-8100 ext. 123 or start@spannj.org

Serving on Groups That Make Decisions

WI FACETS

Thank You

Website: http://www.spanadvocacy.org/content/start-project/

For more information contact us at:

Dianne Malley, START **Project Director**

856-397-5294

dmalley@spannj.org