Data Project Rubric

Data Project Performance Assessment Description:			
Outcome data is a requirement of systemic practice in the areas of opportunity, achievement, attendance of behavior for student success. School counselors work on many data projects within one school year; however, only one project is reported annually to the Utah State Board of Education (USBE) using the data project template. Data projects submitted to USBE are only one example of a larger data-driven school counseling program within the educational setting. Each year, all schools receiving Comprehensive School Counseling Program funds are required to submit a data project to USBE. School counselors track the data elements regularly and report results at the end of the school year. The data project is completed by the school counseling team and submitted to their Local Education Agency (LEA) leadership. The LEA leadership submits all data projects to a USBE School Counseling Program Specialist via e-mail by June 15.			
Indicators/Scores	**Emerging Evidence**	**Developing Evidence**	**Strong Evidence**
Smart Goal Statement			
School counselor(s) write a SMART (Specific, Measurable, Attainable, Relevant, Time-bound) goal in order to address a gap identified through the needs assessment. The smart goal includes an identified group of students, how the goal will effect students (increase or decrease), the data elements, expected percentage outcome and the completion date.	A goal is written	A goal is written and some elements of a SMART goal are present	A SMART goal is written and the school counselor has identified a gap in the needs assessment related to the SMART goal. A group is identified as needing additional supports. An intervention is listed, with a target date for the goal to be completed.
Systemic Assessment (Every 3 years)			
School counselor(s) have conducted a thorough systemic assessment with students, parents and faculty responses that meet the statistical threshold for significance	A systemic assessment was created and some students, parents, and faculty completed it	A systemic assessment was created with many students, parents, and faculty completing it	A systemic assessment survey was created and completed by a statistcally significant number of student, parent, and faculty respondents
Opportunity, Achievement, Attendance and Behavior			
School counselors will identify and analyze student population data according to services in the areas of opportunity, achievement, attendance and behavior. This includes but is not limited to: students who need academic support, homelessness, low SES, culturally diverse backgrounds, disabilities, EL emergent or bilingual, refugee or undocumented, first generation college, or students with American Indian or Alaskan Native backgrounds.	An area of opportunity, achievement, attendance or behavior has been identified and a data source has been used	An area of opportunity, achievement, attendance or behavior has been identified and muliple data sources have been used	An area of opportunity, achievement, attendance or behavior has been identified. School counselors have demonstrated how they used multiple sources of data to identify diverse populations who will benefit from additional school counseling supports
Data Project Shared with Stakeholders			
Data projects, Systemic Assessment results, and other data analyses including outcome data and school improvement alignment are shared and discussed with school faculty, school community council, students, parents and other stakeholders.	There is evidence that the data project was discussed/shared in the school setting	There is evidence that the data project was shared with muliple stakeholders	There is evidence that the data project was shared with all involved stakeholders in various forms (email, website, newsletter etc.)
Reflection			
School counselor(s) will reflect on their data project. In the spirit of continuous improvement, it is important to reflect and analyze your results. Why do you believe your goal was met or not? What about the approach worked well? What would you do differently to maximize results? Will you continue this goal into your next data project or move onto another area of improvement?	A reflection is written	Reflection gives specific details on what systemic change was accomplished with the data project and what may or may not be done in the future to improve measurable outcomes	Reflection gives specific details on what was accomplished with the data project and what may or may not be done in the future to improve measurable outcomes