

| QSEF Element | Data Type to Analyze | Insights Provided | Example Improvement Ideas |
|--|---|---|--|
| Element 1: Culture of Inclusion and Collaboration | <ul style="list-style-type: none"> Engage your leadership team in a visioning exercise Observe grade level planning meetings, Professional Learning Communities, co-planning sessions and other internal meetings | <ul style="list-style-type: none"> Generate ideas about what an ideal special education program in your school looks like, sounds like, and feels like Learn more about how your staff collaborate about student needs. | <ul style="list-style-type: none"> Work backwards to determine short-, medium-, and long-term goals to help implement that vision Co-build a standing agenda for one ongoing meeting to ensure shared purpose for collaboration across members of that team |
| Element 2: Student-Centered Curriculum and Instruction | <ul style="list-style-type: none"> Exit ticket data. Cut grades and test scores by student subgroups | <ul style="list-style-type: none"> Understand what your students know. Determine whether teachers are reaching their most marginalized students | <ul style="list-style-type: none"> Guide educators through data protocol to build skill in differentiation and inclusive classroom strategies Build/refine current instructional coaching and support systems to build teacher skill on specialized instructional practices |
| Element 3: Shared Understanding and Practices for Special Education | <ul style="list-style-type: none"> Review a sample of 10 IEPs against a compliance and quality rubric Shadow a student with a disability | <ul style="list-style-type: none"> Engage your special education staff in a discussion about strengths and challenges inherent in the documentation Learn more about how they experience school. | <ul style="list-style-type: none"> Develop a process for reviewing IEPs and providing ongoing support and feedback during collaborative time Develop a process for reviewing IEPs and providing ongoing support and feedback during collaborative time Reflect on the student experience and your vision for Special Education to ensure initiatives align to student needs |
| Element 4: Equitable Systems and Resource Management | <ul style="list-style-type: none"> Analyze student grades, assessments and attendance data for students with IEPs in relation to their current programming | <ul style="list-style-type: none"> Identify areas where students are thriving as well as where they may need additional or different supports | <ul style="list-style-type: none"> Review existing programming to ensure the necessary supports and resources (e.g., staff, settings, supplemental or related services, etc.) are available to students |
| Element 5: Meaningful Family Partnerships | <ul style="list-style-type: none"> Run a parent feedback survey Visit community meetings/town hall conversations | <ul style="list-style-type: none"> Gain insight into perspectives of parents from different communities Gain insight from community members about pressing interests and concerns | <ul style="list-style-type: none"> Convene a cross-functional volunteer working group to generate a plan to address 1-2 of the common issues raised Build a coalition of community partners and identify opportunities to collaborate on initiatives aligned to community needs |