Example DCA Data Sources

This document provides DCA administrators with an example of how DCA data sources could be organized to support the District Implementation Team in accurately self-assessing their district implementation infrastructure.

In the table below, components and concepts related to the installation and use of the district implementation infrastructure are aligned to corresponding DCA items and example district data sources. Example data sources were provided by an intensive TA district and contextualize to reflect the processes developed specific to their district.

Table 1. Example data sources to support accurate self-assessment when administering DCA

District Implementation Infrastructure Concept	DCA Items	Example Data Sources (link to processes)
Readiness for District Implementation Capacity	DCA Item #7	• Budget Allocations/MTSS Funding Sources
District Implementation Team (DIT) Development	DCA Items #1-4	• Who's Who (DIT & SLT Membership) • DIT Team Functions & Overview (Operating Procedures) • DIT Meeting Agenda Template • DIT Pre-Meeting Sheet
Initiative and Innovation Review Process	DCA Item #5	• Review Process (digital copy) • Review Process (Google Form) • Reading Daily Dosage and Instructional Guidelines
Initiative Inventory and Alignment Process	DCA Item #6	• K-12 Behavior Resource Audit • K-12 Reading Resource Audit • Elementary Reading Intervention Audit • Alignment Process • Summary for Reading and Behavior Alignment
Implementation Plan	DCA Item #8, 9	• MTSS Implementation Plan

District Implementation Infrastructure Concept	DCA Items	Example Data Sources (link to processes)
Communication Plan	DCA Item #10, 12, 17	- Communication Plan & Barrier Removal Process - Communication Flow Chart - Communication Effectiveness Survey and Results - School Board Status Report
Barrier Removal Process	DCA Item #11	- Communication Plan & Barrier Removal Process - Communication Flow Chart - Barrier Google Form
Staff Selection, Recruitment, and Supports	DCA Items #21, 22	- District Job Descriptions - Interview Protocol and Selection Process Guidance - Teacher Growth Plans - District PD Schedule
Staff Development	DCA Items #23, 24	- Trainer Selection Criteria - Process for collecting and using training effectiveness data
Coaching System	DCA Items # 25-27	District Coaching System
Data Analysis and Use	DCA Item #13-16, 20	- MTSS Assessment System - Data Coordinator Roles & Responsibilities - District Data Review Guided Notes - School Data Review Minutes
Developing Readiness Across Schools	DCA Item #18, 19	- School Leadership Team Job Description and Selection Process - School Implementation Plans