One Needs Assessment for Federal Programs Coordinators



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Agenda

- One Needs Assessment Overview
- Connection to ED STEPS
- Root Causes and Priority Needs
- Pre-Planning for the One Plan
- Questions

What is the One Needs Assessment?

- In January 2020, the Ohio Department of Education unveiled a prototype comprehensive needs assessment tool that replaced the Decision Framework and other needs assessment tools used across the Department.
- This new “One Needs Assessment” component is designed to get all users accustomed to identifying their needs in a single location within a standardized timeline.

One Needs Assessment

Data Driven

Comprehensive

Focusing on a few
high impact, priority needs

Create SMART Goal and Strategy
Areas for One Plan

ED STEPS and Improvement Cycles

Supporting Implementation: Stakeholders and teams within the district create communication loops and meeting norms that foster discussion and a positive culture.

1. One Needs Assessment - Teacher, building, and district teams work with **s**takeholders to review data and identify critical needs and root causes.

2. ONA and One Plan - Teams analyze critical needs and root causes to prioritize areas of focus and select SMART goals and research evidence-based strategies.

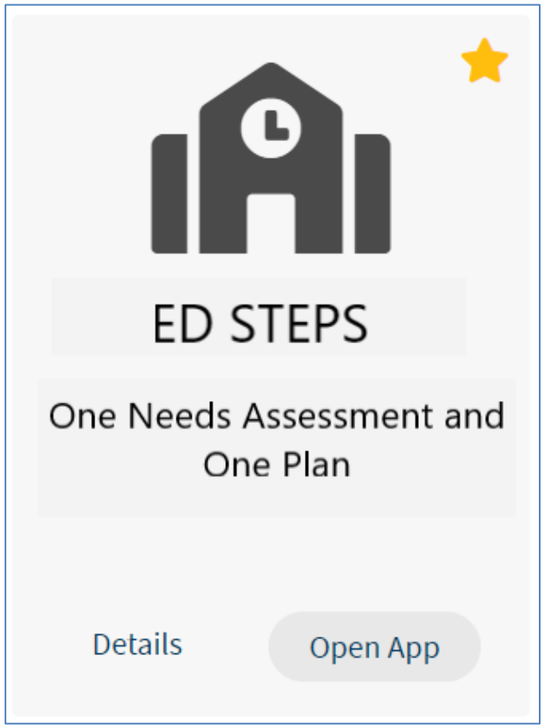
3. **One Plan -** Teams remove barriers, identify resources (local, state and federal **funding**) and consider ways to document and share adult and student measures for implementation and monitoring.

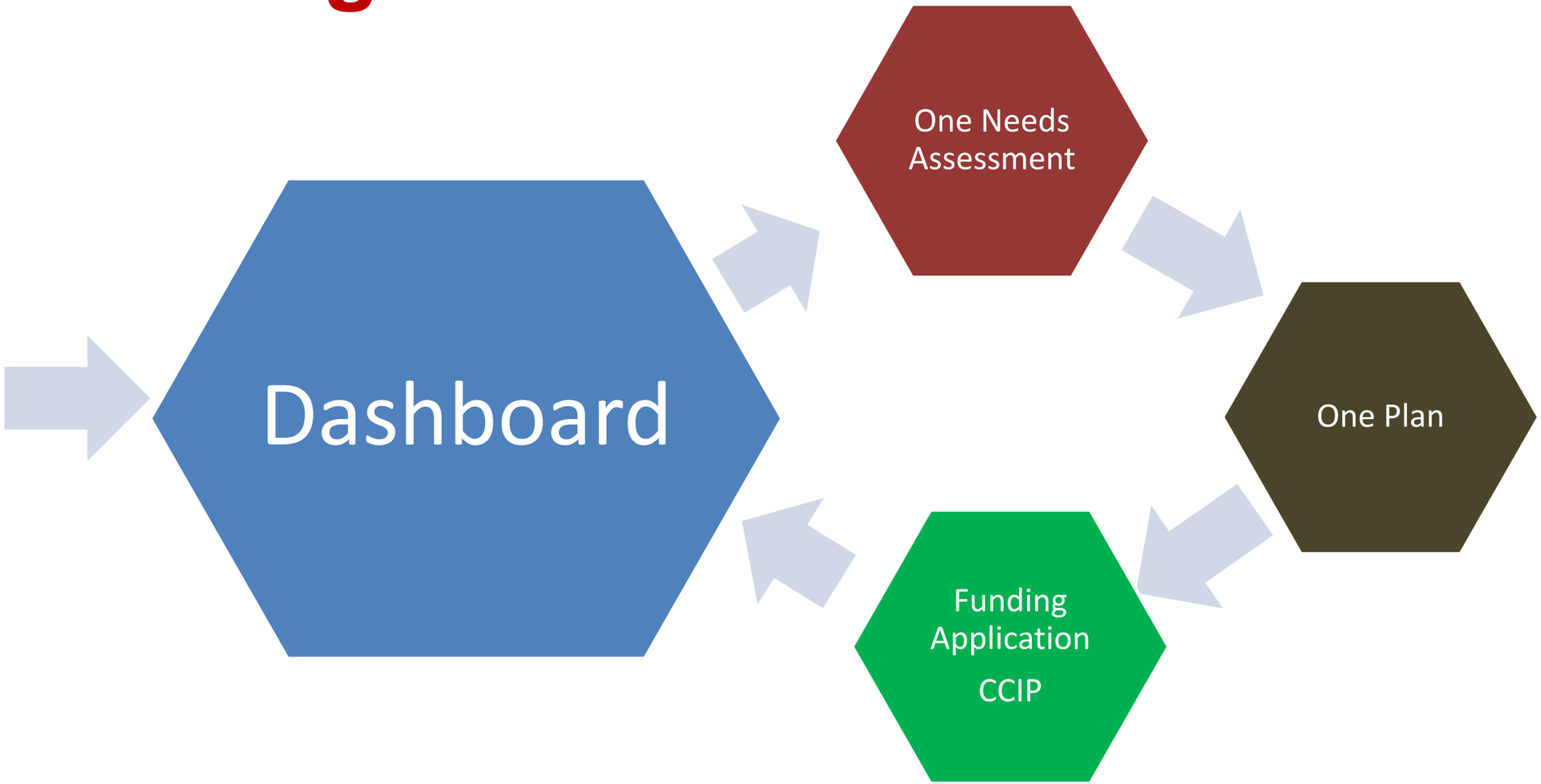
4. Teams implement **One Plan** strategies and action steps. Adult and student data are collected via evidence gathering and progress **monitoring**.

5. Teams examine, reflect and adjust support structures, as well as adult and student measures. This informs the next cycle.



ED STEPS Navigation





Ohio | Department of Education

logout

One Needs Assessment Dashboard

Select A Program

050765 - Ohio Department of Education

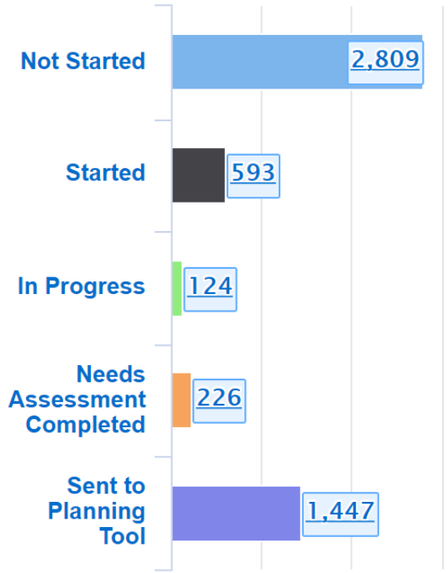
Admin

Program Associated To

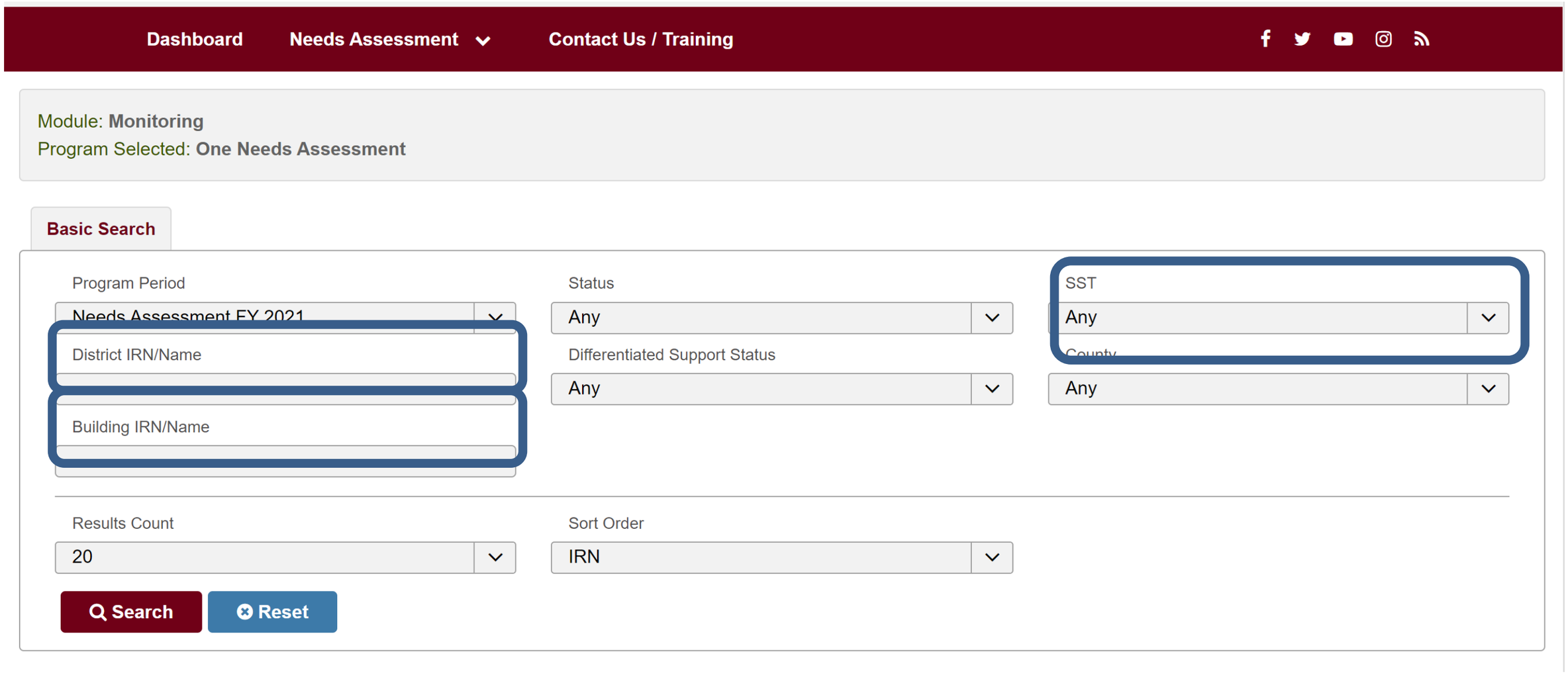
One Needs Assessment

FY : 2021 Survey Status Count

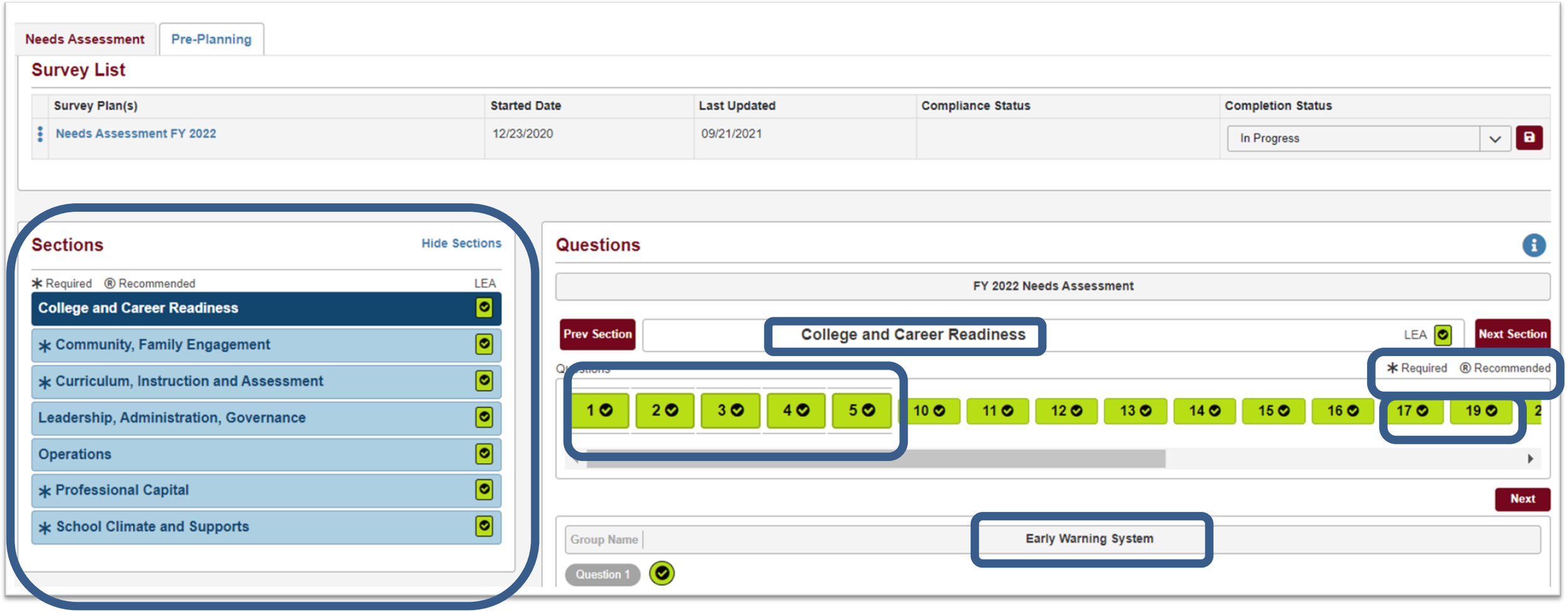
Click on number to view program types for that status

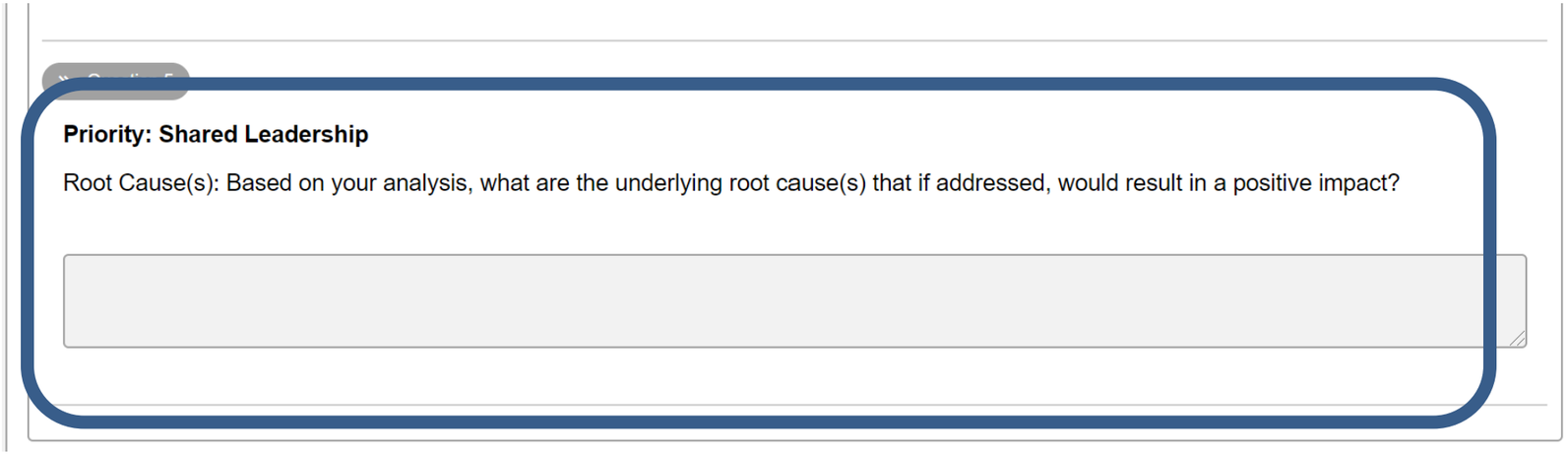


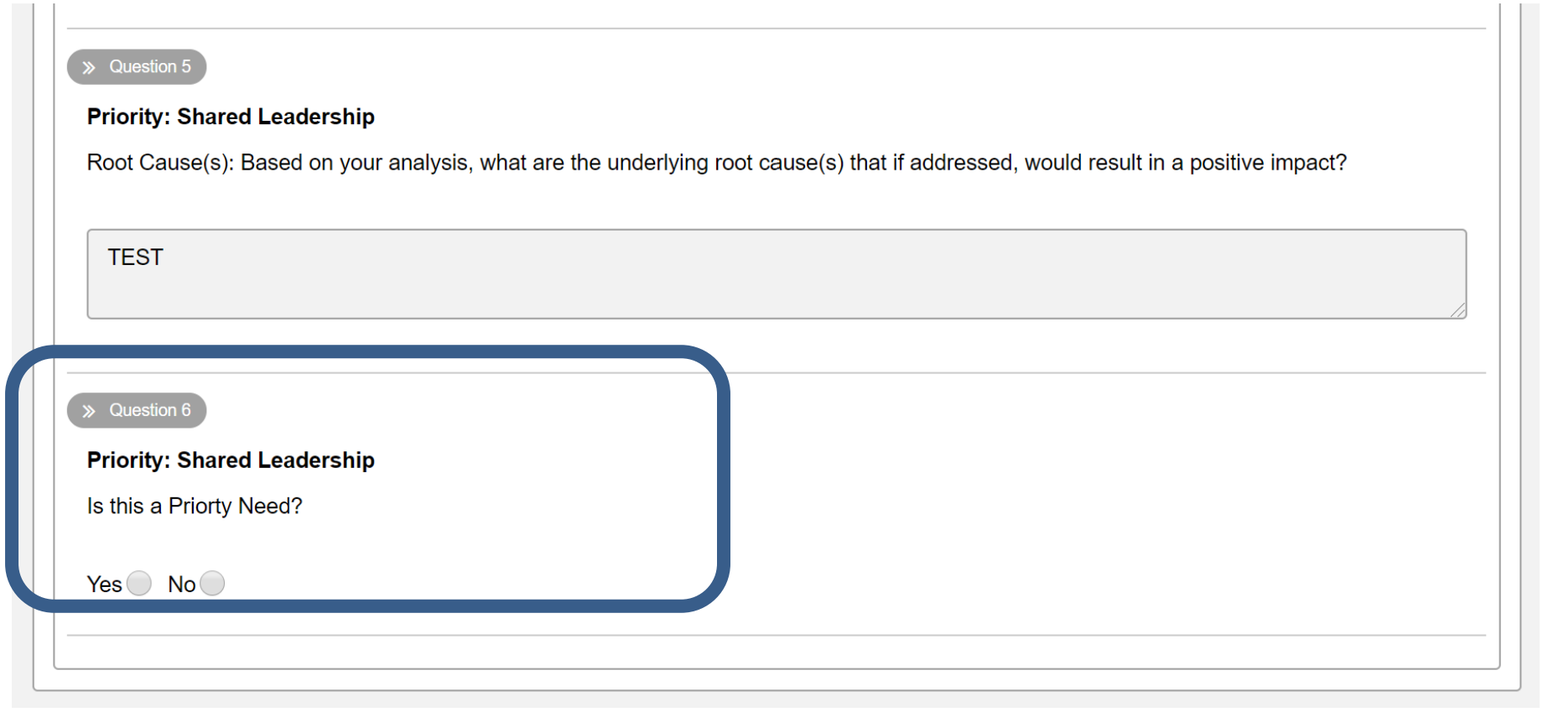
Different Views



One Needs Assessment




Priority: Shared Leadership
Root Cause(s): Based on your analysis, what are the underlying root cause(s) that if addressed, would result in a positive impact?


Question 5
Priority: Shared Leadership
Root Cause(s): Based on your analysis, what are the underlying root cause(s) that if addressed, would result in a positive impact?
TEST
Question 6
Priority: Shared Leadership
Is this a Priorty Need?
Yes
No

One Needs Assessment

Question Group Names = SMART Goal Areas

A. Early Warning System, Graduation, Postsecondary, Career Connections

B. Engagement

C. Literacy, English Language Arts, Mathematics, Physical Education, Career-Technical Education – Equity, Career-Technical Education

D. Instruction, Assessments, Curriculum, Standards Alignment

E. Student with Disabilities, Gifted, English Learners, Homeless, Foster Care, Justice Involved Youth, Military

F. Internal Control, Financial Management, Budgeting, Procurement

G. Shared Leadership, Support, Operator Collaboration

H. Child Nutrition, Transportation, Technology

I. Educator Equity, Educator Recruitment and Hiring

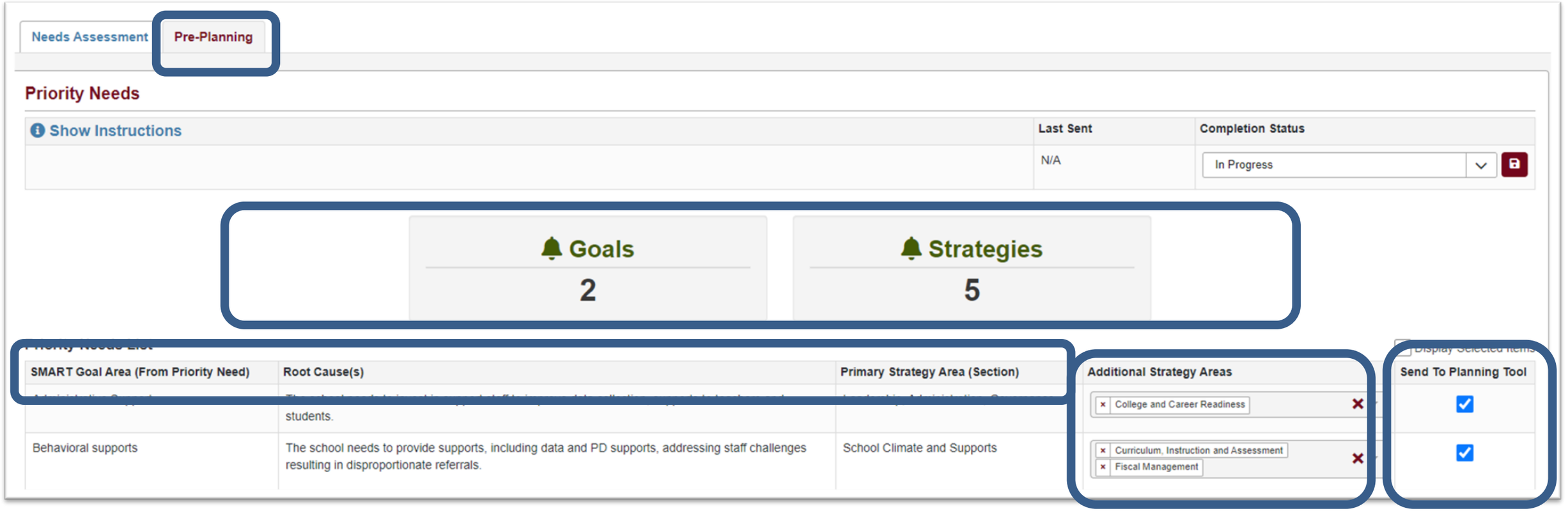
J. Safe and Healthy Schools, Behavioral Supports, Student Transition, Attendance, Positive Behavioral Intervention and Supports

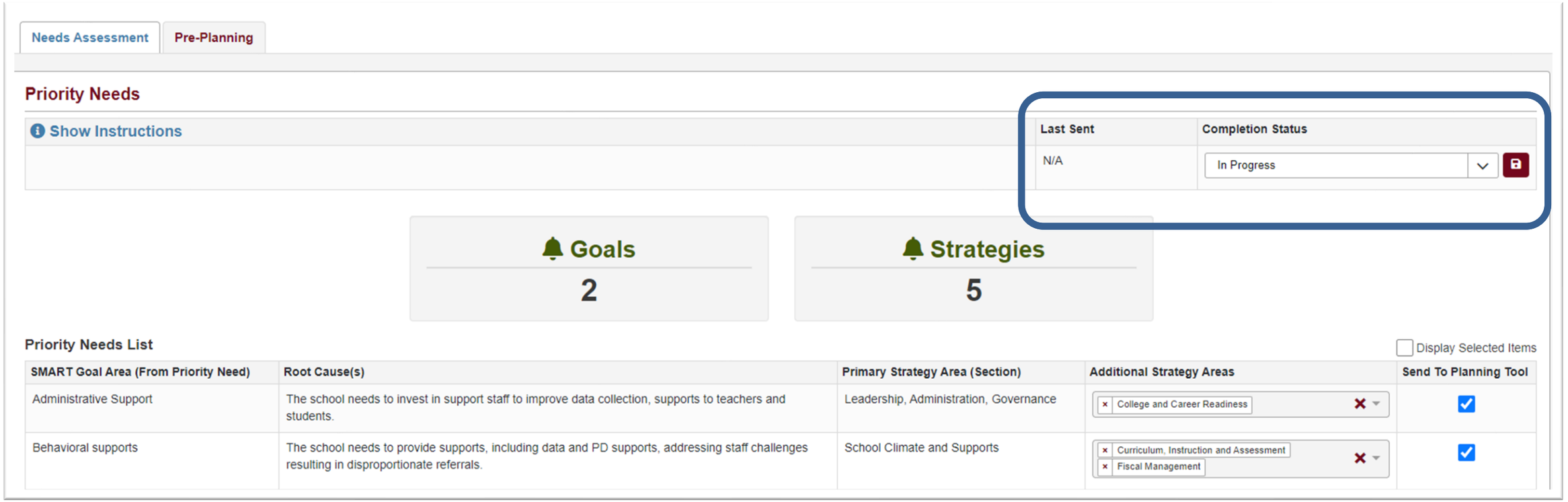
One Needs Assessment

Sections = Strategy Areas

A. College and Career Readiness
B. Community and Family Engagement
C. Curriculum, Instruction and Assessment - Content Areas
D. Curriculum, Instruction and Assessment - Teaching
E. Curriculum, Instruction and Assessment - Special Populations
F. Fiscal Management
G. Leadership, Administration and Governance
H. Operations
I. Professional Capital
J. School Climate and Supports

One Needs Assessment Enhancements




Needs Assessment
Pre-Planning
Priority Needs
Show Instructions
Last Sent
Completion Status
N/A
In Progress
Goals
2
Strategies
5
Priority Needs List
Display Selected Items
SMART Goal Area (From Priority Need)
Root Cause(s)
Primary Strategy Area (Section)
Additional Strategy Areas
Send To Planning Tool
Administrative Support
The school needs to invest in support staff to improve data collection, supports to teachers and students.
Leadership, Administration, Governance
College and Career Readiness
Behavioral supports
The school needs to provide supports, including data and PD supports, addressing staff challenges resulting in disproportionate referrals.
School Climate and Supports
Curriculum, Instruction and Assessment
Fiscal Management

3 Possible Scenarios for FY 23

Cohort 2

Cohort 3

Pilot and Cohort 1

Cohort 2

Expectations include completing the process of a 3-year needs assessment and writing a 3-year plan. Entities will be using the enhanced ED STEPS One Needs Assessment and NEW ED STEPS One Plan. Districts will also need to complete the annual funding applications that reflect the One Plan.

District Plan Due March 31 and Building Pans April 30

Trainings

January 18th, 2022 - 9:00 AM - 11:00 AM
January 20th, 2022 - 1:00PM - 3:00 PM

- Open Office Hours Starting Thursday, February 10th through March 31st between 1:00PM and 2:00PM

Cohort 3

Expectations include completing the process of a 1-year needs assessment and writing a 1-year plan. Entities will be using the enhanced ED STEPS One Needs Assessment and NEW ED STEPS One Plan. Districts will also need to complete the annual funding applications that reflect the One Plan.

District Plan and Buildings Plans - Due June 30

Training

April 26th, 2022 - 9:00 AM - 11:00 AM
April 28th, 2022 - 1:00PM - 3:00 PM

- Cohort 3 Open Office Hours Starting Thursday, May 12th between 1:00PM and 2:00PM

Cohort 1 and Pilot

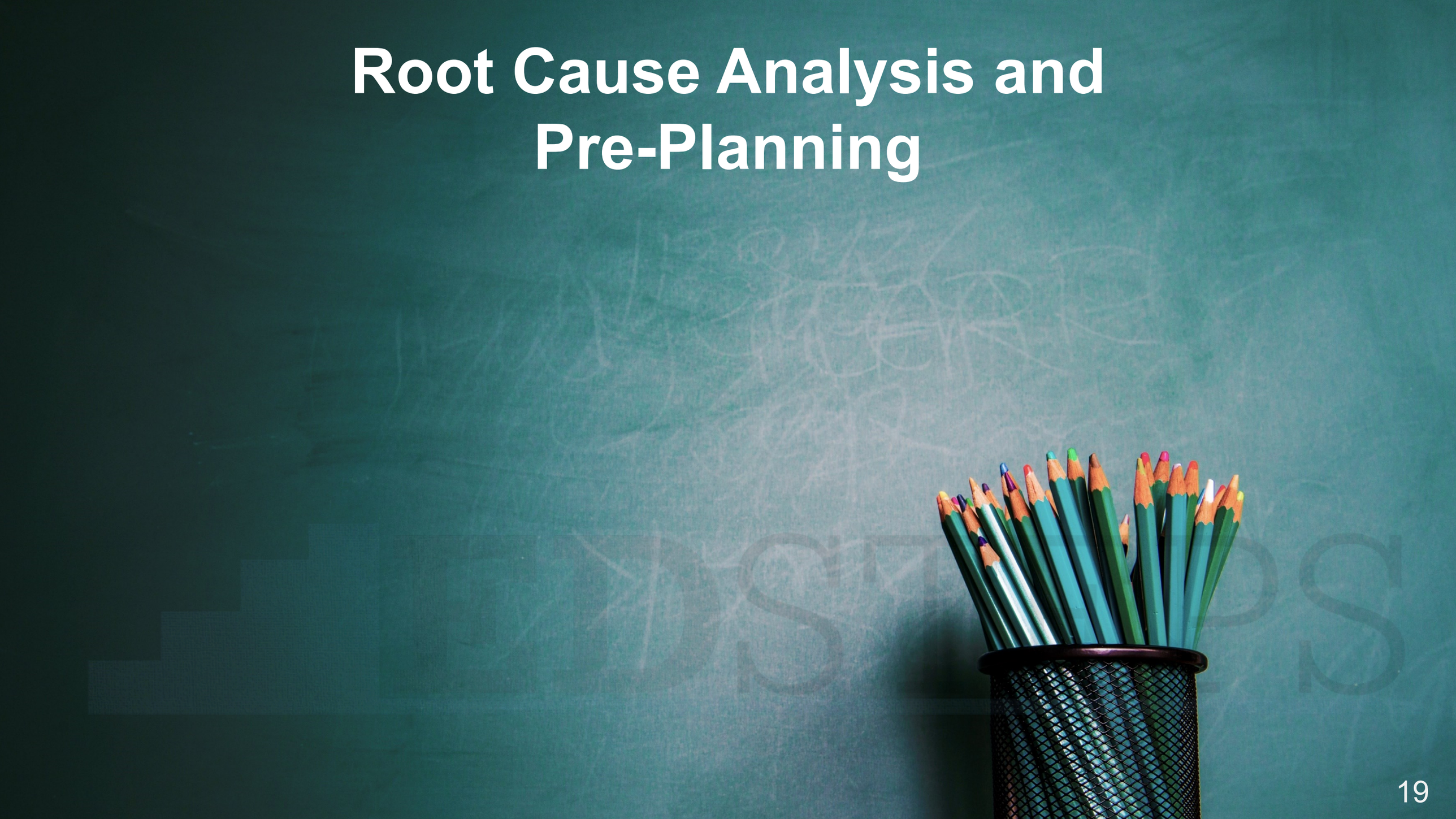
This is an OPTION for Cohort 1 and Pilot entities. Entities can modify the ED STEPS One Needs Assessment and edit the One Plan (planning tool) previously created. Entities will also need to complete the annual funding applications that reflects the One Plan.

Modified District and Buildings Plans Due June 30

Training

April 7th, 2022 - 1:00PM - 2:30 PM
April 14th, 2022 - 1:00PM - 2:30 PM

Root Cause Analysis and Pre-Planning



Root Cause Analysis

Current Results	What or where is the problem?
Desired Results	Where we need to be
Gap	Difference between current and desired results

Need a Root Cause Analysis to define the gap

Root Cause Analysis

- Identifies factors that contribute to the problem
- Uses facts to support decisions
- Leads to interventions designed to prevent future harm
- Is an inquiry process that requires a team and time
- Uses data to identify problems but cannot tell you why these problems are occurring

Root Cause Analysis Is NOT:

- A solo process
- Identifying symptoms
- Identifying causes out of your control
- Guesswork
- Opinions
- Beliefs

Root Cause Analysis Process

- **Plan**
  - –Who will be on your team?
  - –When will you hold meetings?
- **Gather Data**
  - –What data will you need in addition to your state report card data?
- **Summarize and Analyze Data**
  - –Where is the gap?

Root Cause Analysis Process

- Brainstorm
  - What are possible causes for the gap?
- Focus on:
  - System challenges, not symptoms
  - Changes on the adults, not the students
  - What you can control, not what you cannot control
  - Prioritize your most critical area or need

Root Cause Analysis Process

- Use a root cause analysis tool
- Verify Root Cause(s)
- Are there any other data you need to ensure you found the correct root cause(s)?

Tools to Conduct a Root Cause Analysis



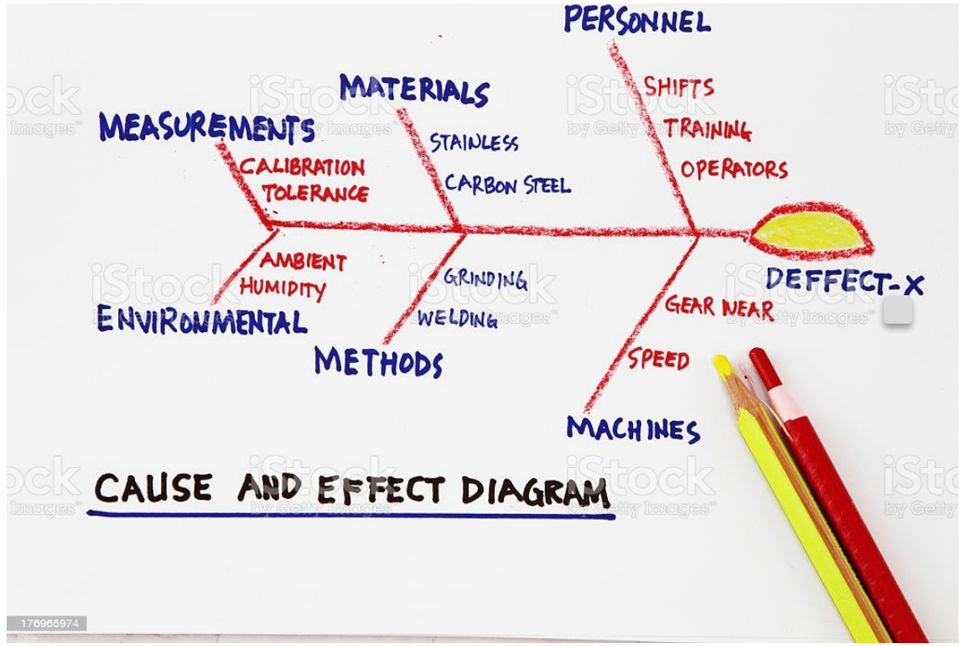


The Five Whys

Root Cause Category	Why 1? →	Why 2? →	Why 3? →	Why 4? →	Why 5?

- Five Whys Jefferson Memorial Example

Fishbone or Cause and Effect Diagram



- Further visualize the possible causes of your systems challenges
- Drills down to factors associated with the problem
- Generates multiple perspectives

RCA Example from a District: Problem Statements

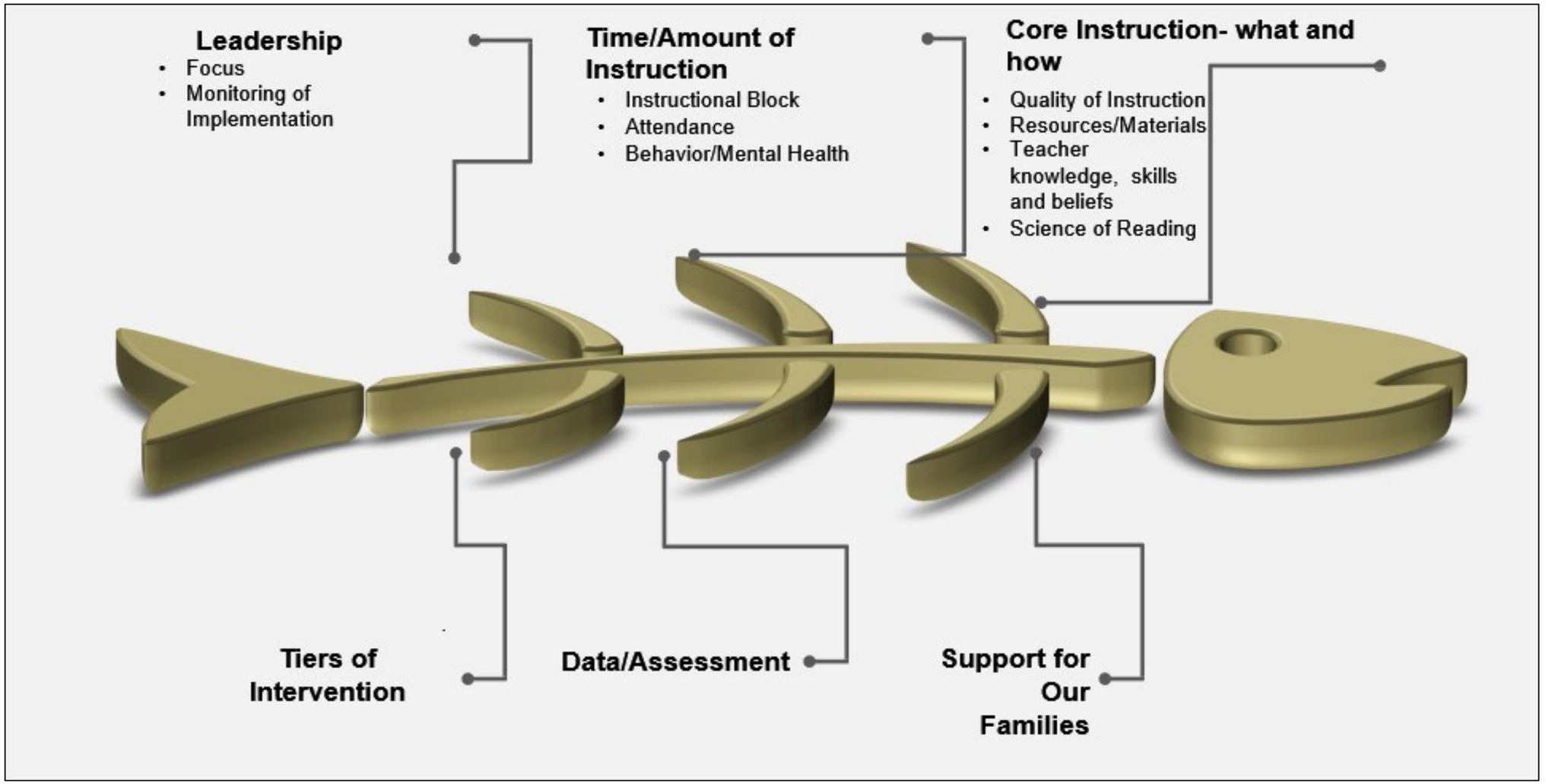
- Determined their most significant area of concern.
- Developed a problem statement based on the most concerning problems specific to their district/building/grade band.
- Used the problem statement to focus the root-cause analysis.

Root Cause Analysis Brainstorming

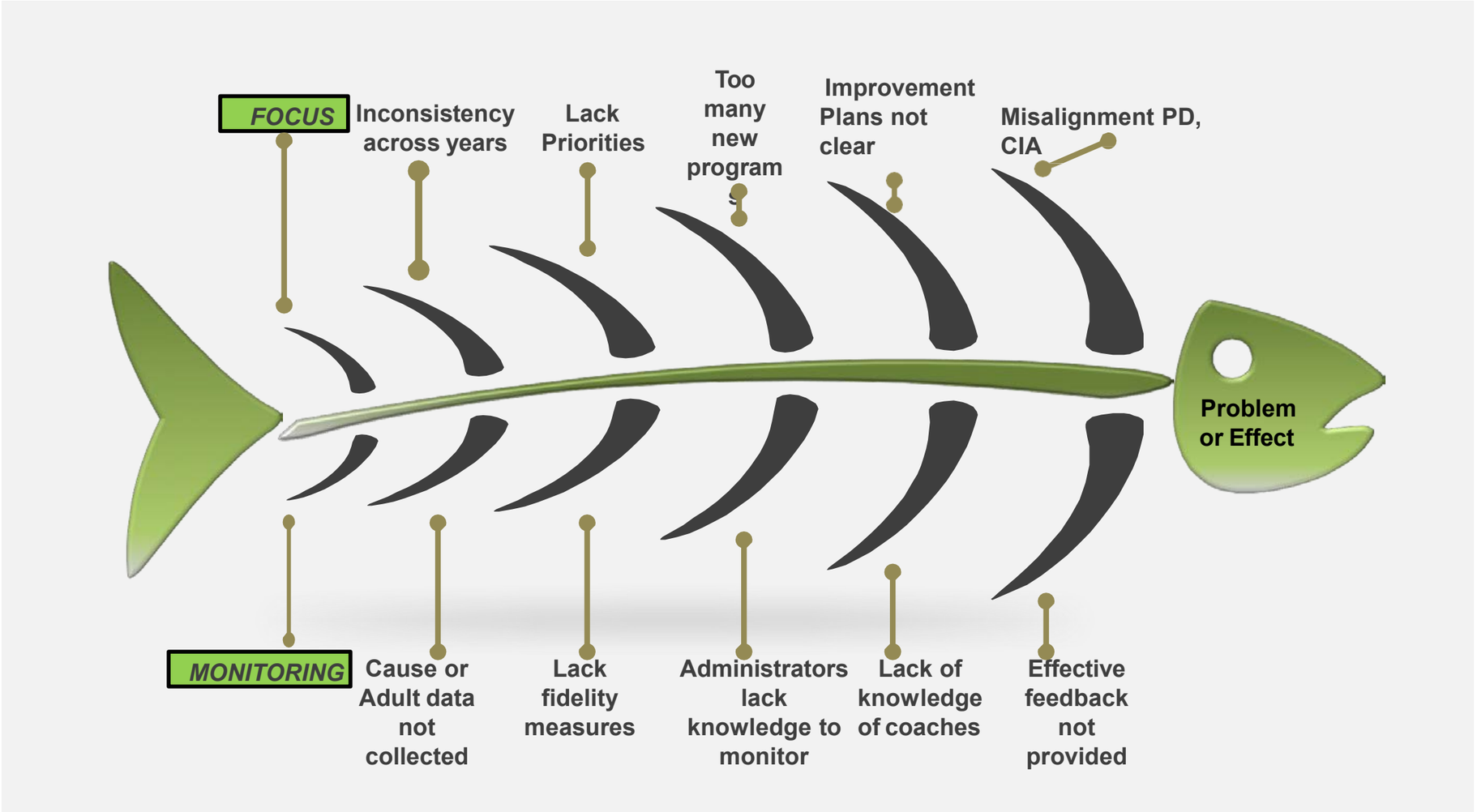
Affinity Post-It Notes - 148 Notes



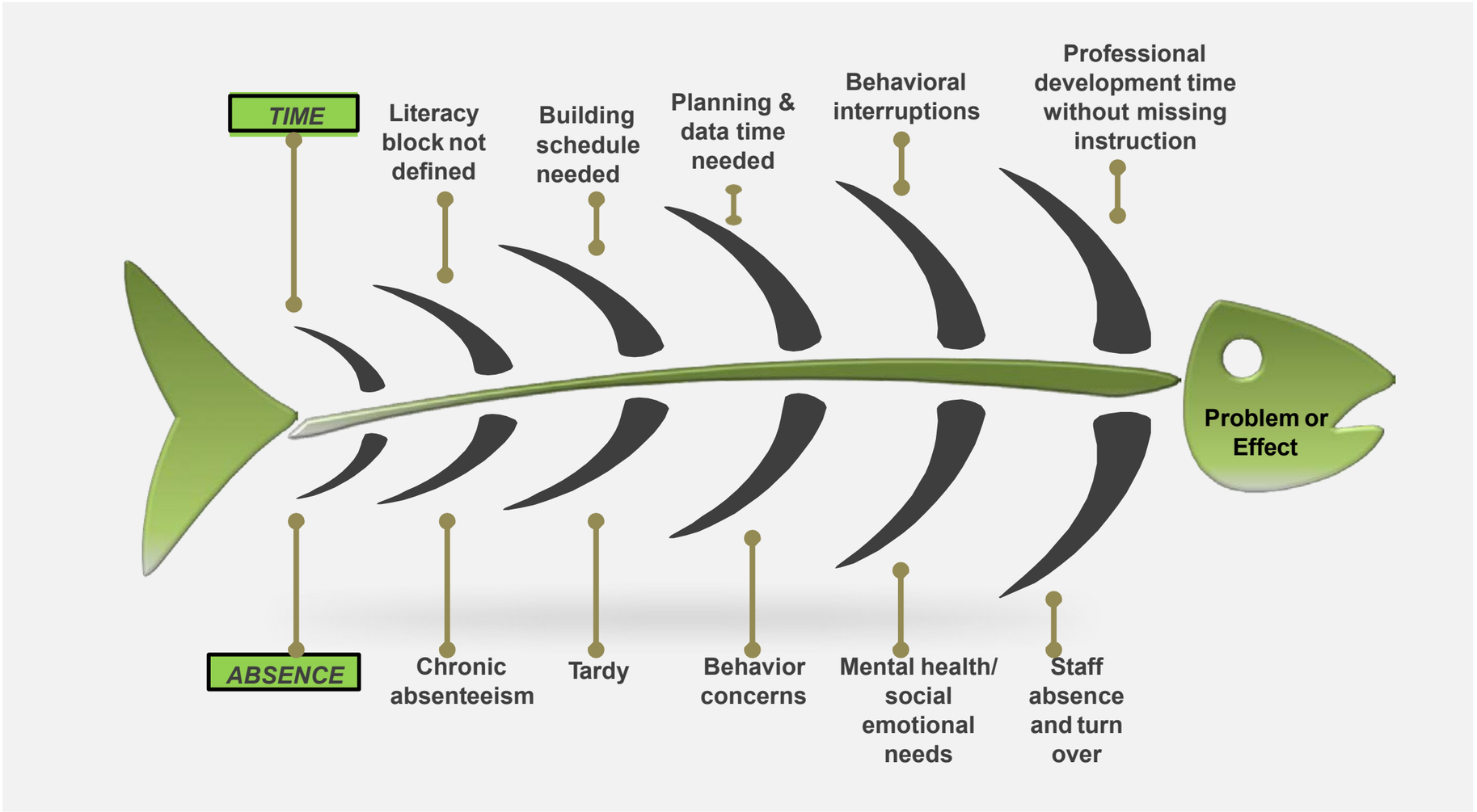
Root Cause Analysis Categories



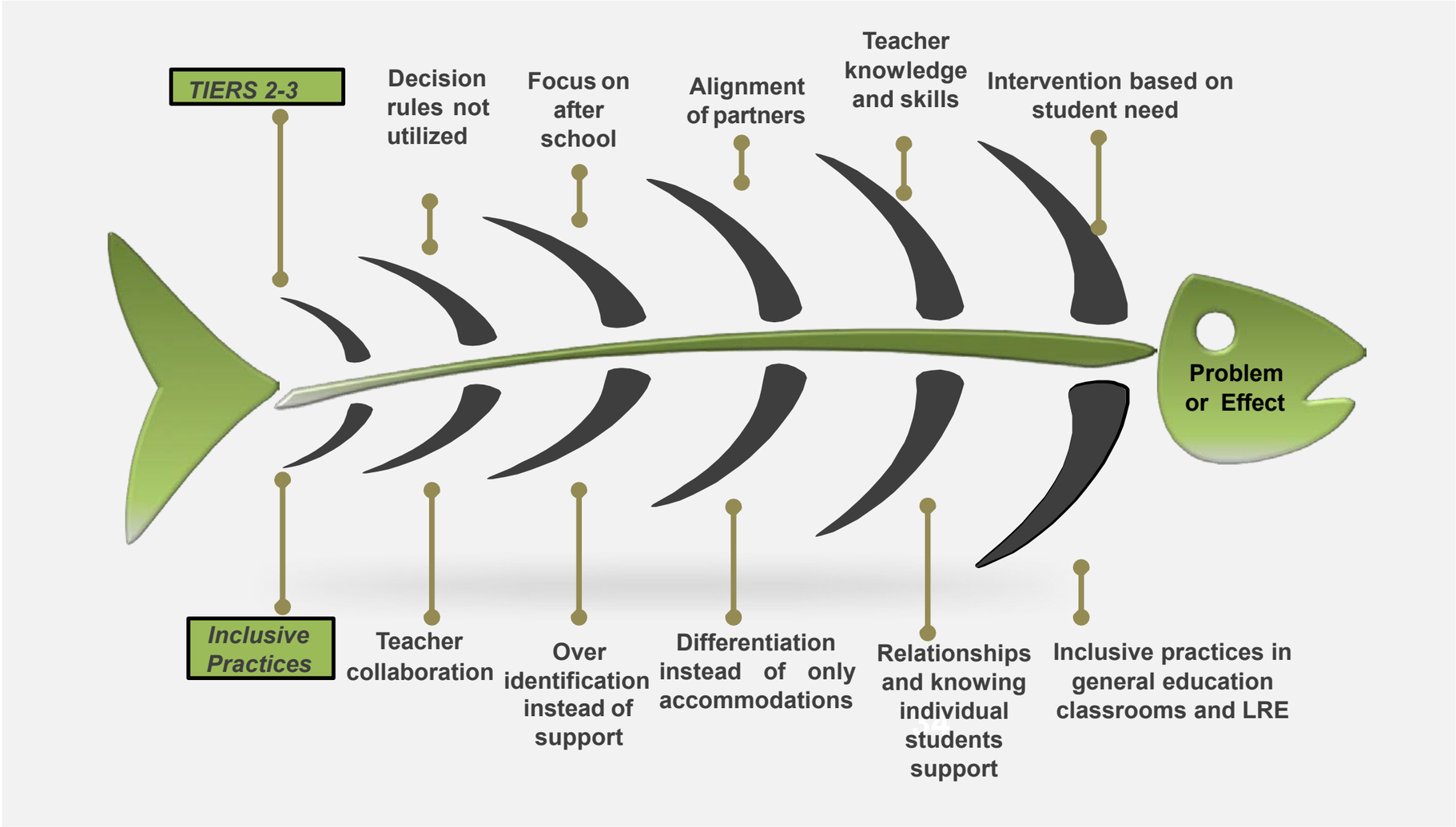
Leadership: Affinity Post-Note Summary



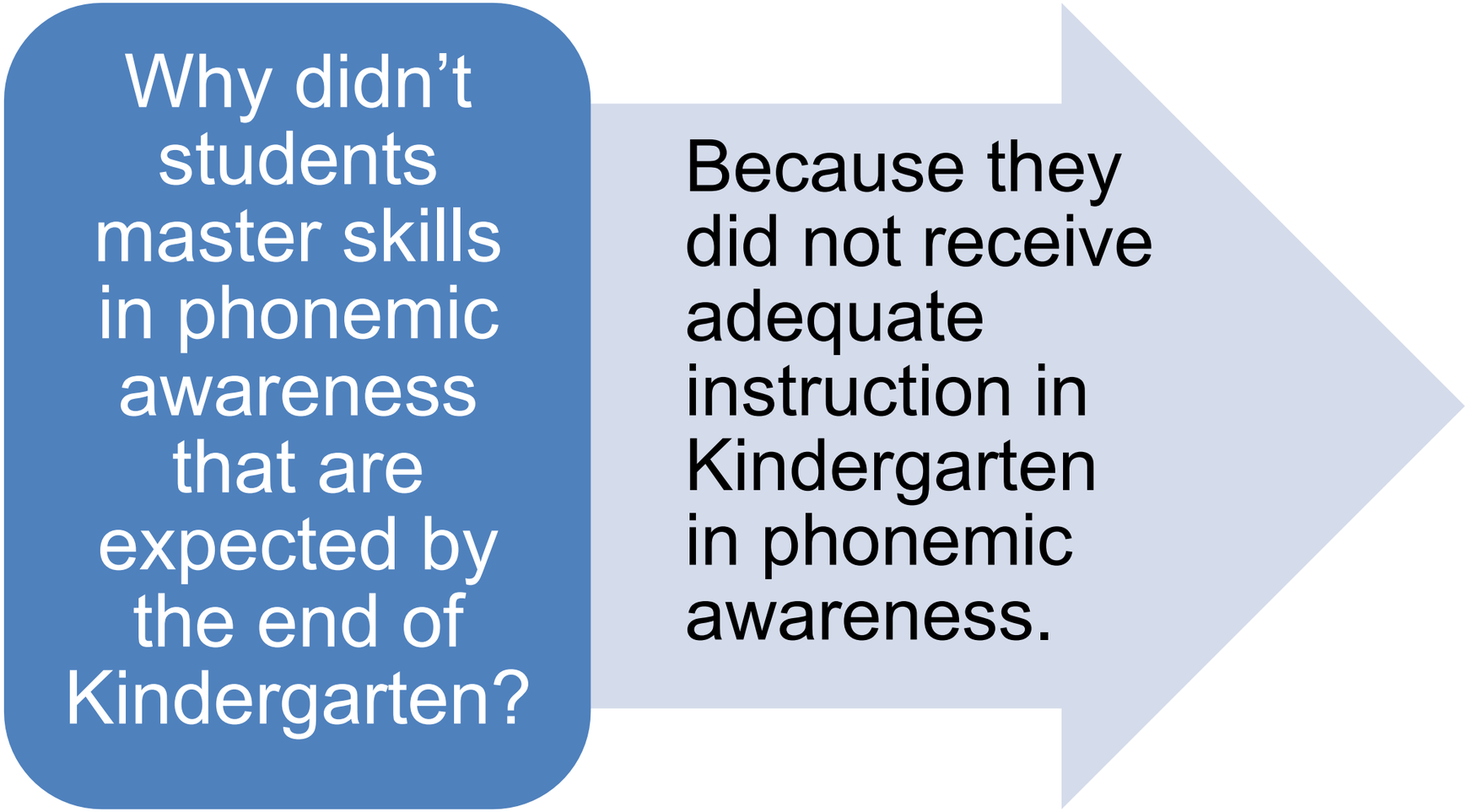
Time/Amount of Instruction: Affinity Post-Note Summary



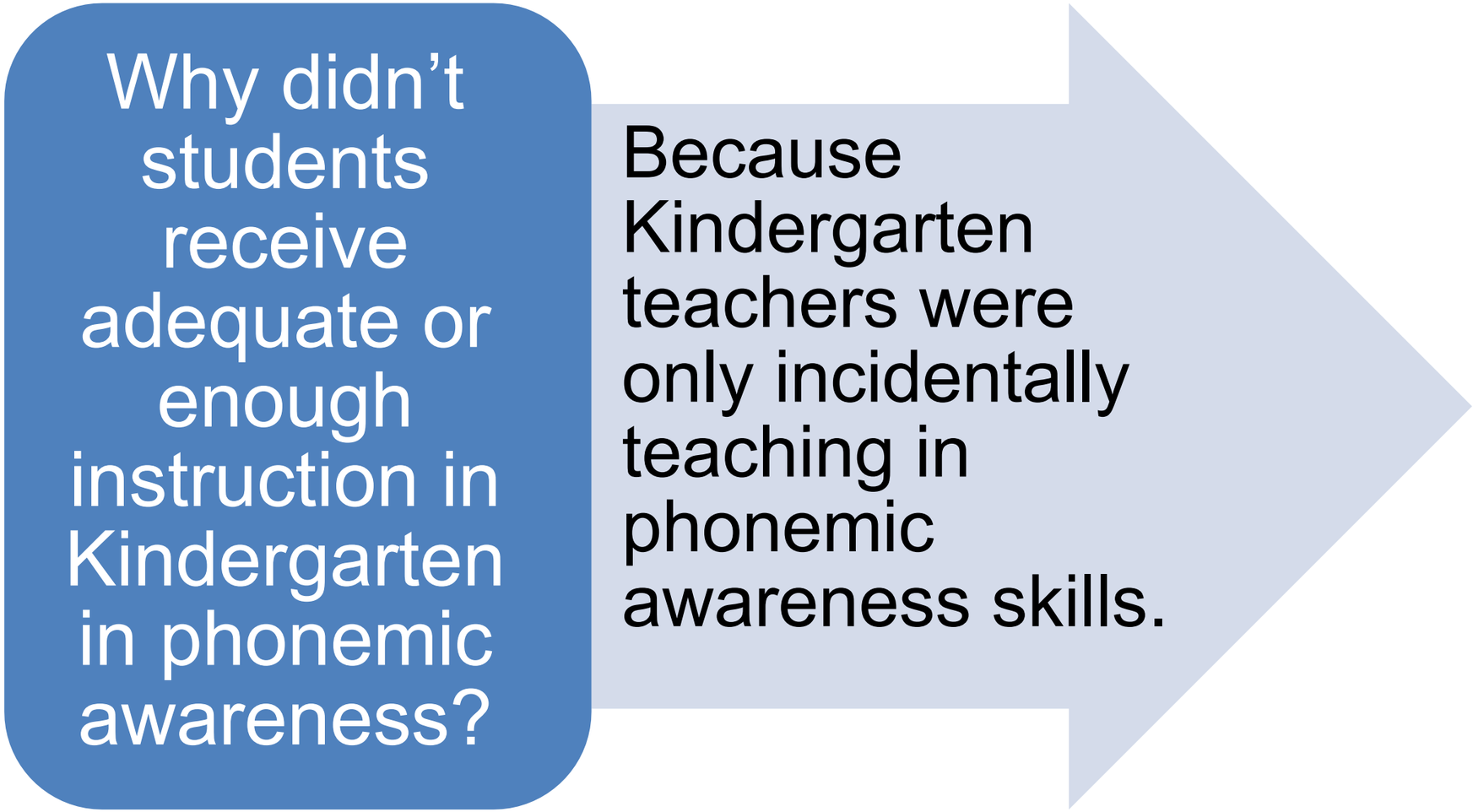
Tiers of Intervention / MTSS: Affinity Post Note Summary



Five Whys: Root Cause Analysis



Five Whys: Root Cause Analysis

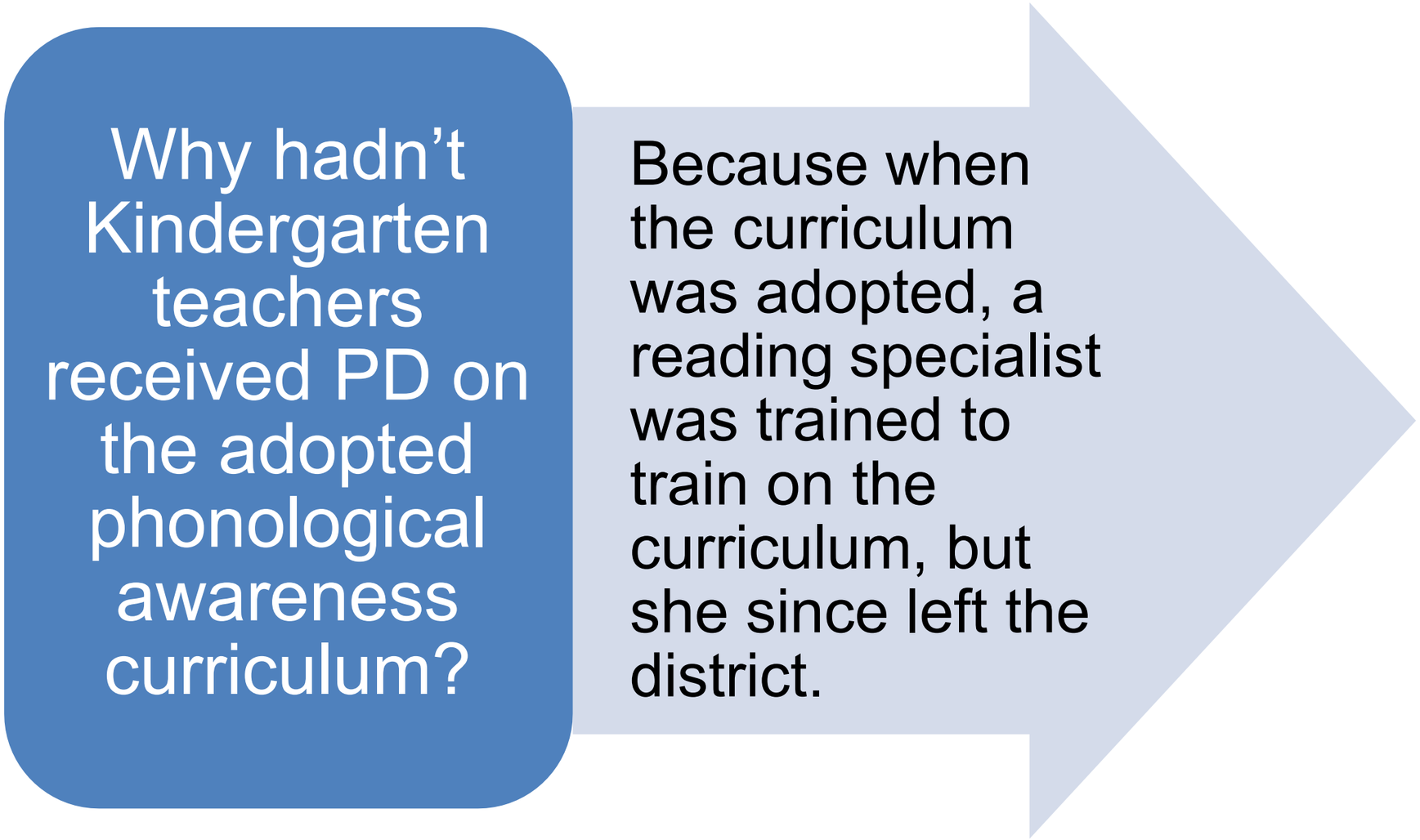


Five Whys: Root Cause Analysis

Why were Kindergarten teachers only incidentally teaching in phonemic awareness skills?

Because the Kindergarten teachers did not receive training on evidence-based curriculum the district adopted two years ago for phonological awareness.

Five Whys: Root Cause Analysis



Root Cause Analysis Entries in the One Needs Assessment from LEAs

NOTE: Not all entries are root causes.

Did we get to the root cause?

"I believe our poverty level, as well as transiency with students contributes to the impact."

Root Cause?
Problem Description?
Problem Solution?

Did we get to the root cause?

“Adding another counselor to start tracking and analyzing data. We look at credits and develop plans, but probably need to look at additional ways to track and monitor.”

Root Cause?
Problem Description?
Problem Solution?

Did we get to the root cause?

“The underlying cause of homelessness is that it destroys many families. We need to improve networking with agencies within our county to support these families.”

Root Cause?
Problem Description?
Problem Solution?

Did we get to the root cause?

“If interventions were tracked to address tardiness, then we would see an improvement in attendance overall for all subgroups. There is a need for a flexible schedule option for some students.”

Root Cause?
Problem Description?
Problem Solution?

The ONA and Root Cause Analysis Tips

- **Needs Assessment Tab**
  - Determine your root cause and decide if it is a priority need.
- **Pre-Planning Tab**
  - Dive deeper into root causes. Select strategy areas for goals. Send goals and strategies to the One Plan.

Priority: Shared Leadership

Root Cause(s): Based on your analysis, what are the underlying root cause(s) that if addressed, would result in a positive impact?

Question 5

Priority: Shared Leadership

Root Cause(s): Based on your analysis, what are the underlying root cause(s) that if addressed, would result in a positive impact?

TEST

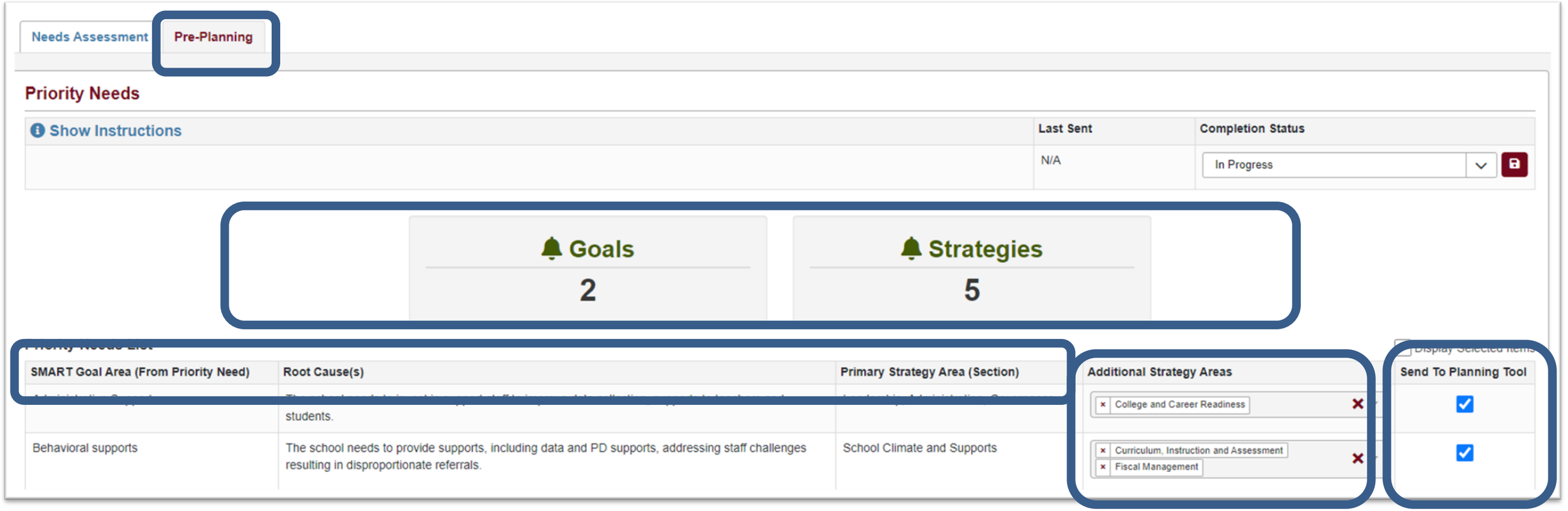
Question 6

Priority: Shared Leadership

Is this a Priorty Need?

Yes No

One Needs Assessment Enhancements



ONA Readiness

- Are we ready to identify our needs?
- Do we have the data we need?
- Do we have the right team members?
- Are we ready to do the work to get to root causes?
  - Engage in tough discussions?
  - Engage without blame and focus on system issues?
  - Engage with data, not opinion?

Effective Root Cause Analysis Leads to a Quality Plan

- Team and Data
- Narrow / Categorize
- Tool for Process
- Ensure Causes are Root Causes
- Verify

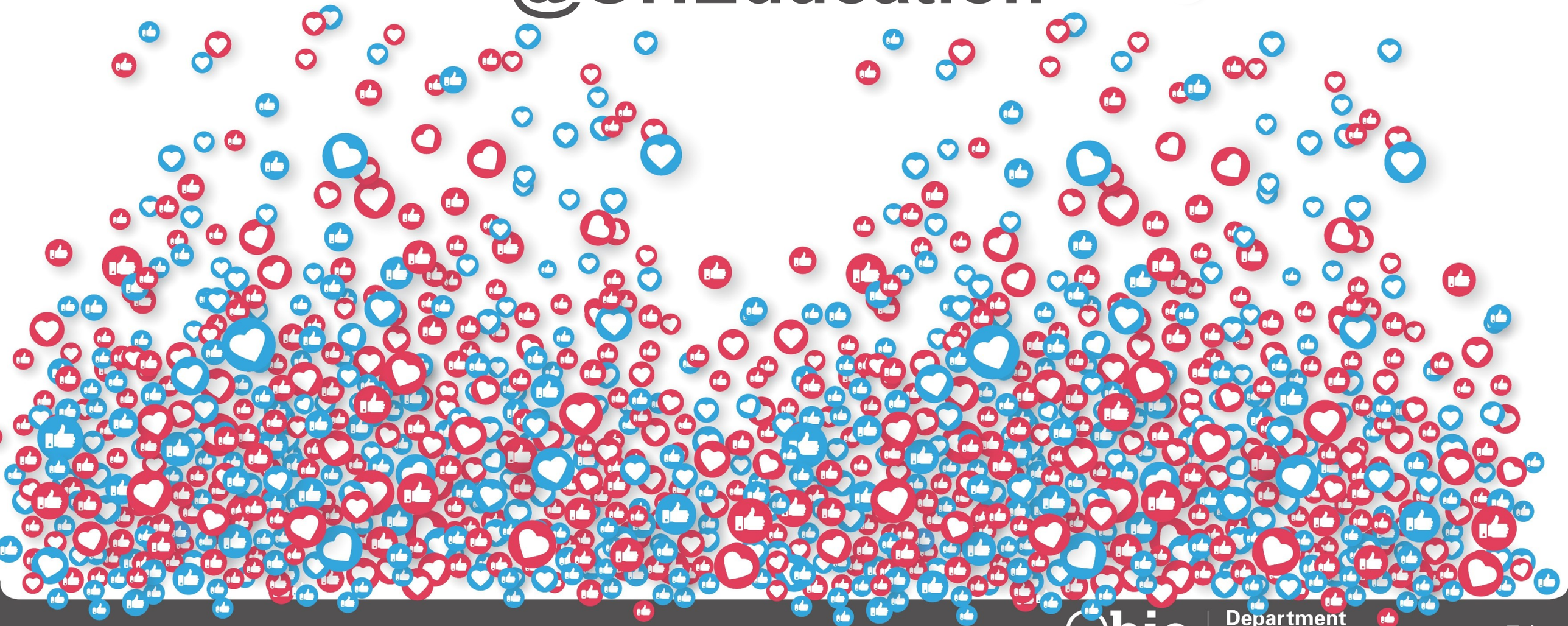
Resources

- One Needs Assessment Website
  - Comprehensive update coming soon!
- One Needs Assessment Navigation Walkthrough (from 2021)
  - New navigation video coming soon!
- Root Cause Analysis Video
  - Five Whys Jefferson Memorial Example

Questions?



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Celebrate educators!

#OhioLovesTeachers