

**Defining Pipeline Needs Activity**

*Protocol for defining and articulating a district’s pipeline needs.*

**Available District Data Sources:**

* District Pipeline Report (available by request to edprep@doe.mass.edu)
* [District Pipeline Advisory](http://www.doe.mass.edu/edprep/advisories/DistrictPipeline.pdf)
* [EDWIN Report EP901](http://www.doe.mass.edu/edwin/analytics/)
* [ESE Profiles Reports](http://profiles.doe.mass.edu/search/search.aspx?leftNavId=11238) (student & teacher demographics, achievement & evaluation data, staffing retention rates)
* Internal databases on staffing & retention

**Objective:**

* Review available data to understand current and future human capital needs
* Build a database to capture the pipeline needs for each of the schools in our partnership.

**Who:**

* Partnership Committee Members (or leadership team equivalent)
* School leaders

**Steps:**

1. Data Review: Current Staffing Trends
   1. Describe what the data “tells you”. Do any patterns emerge?
   2. What are the implications for this in terms of your pipeline needs?
2. Leadership Perspective:
   1. Beyond the data just reviewed, what do you anticipate as your school’s human capital needs for the future? Be as specific as possible.
   2. How many teachers are needed, in which grade-levels/subject areas?
   3. What demographic needs do you have for your pipeline?
   4. What district/school applied instructional strategies and curriculum are you focusing on that you will you need to offer support and PD to your student teachers?
3. Pipeline Needs Spreadsheet:
   1. Record pipeline needs by school.

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| --- | --- | --- | --- | --- | --- |
| School Name | Grades Needed | Demographic Needs | Subject Needs | Licensure Needs | Other |
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