

Completing the *Success Gaps Rubric*

Working with the *Success Gaps Rubric* helps the equity team reflect on how current systems and practices in its district or school are affecting educational opportunities for the group of children the team is focusing its success gaps work on.

Equity leaders can use this handout to provide direction to equity team members as they complete the *Success Gaps Rubric*. Following is a description of the steps for completing the rubric:

1. Each team member should review and complete the sections of the rubric prior to discussing the rubric as a team. Team members should
 - a. answer all the probing questions to guide them as they research and develop their ratings;
 - b. keep in mind the group of children experiencing the success gap as they answer these questions and consider the rubric; and
 - c. note the evidence they are using to determine their rating. (It is important that each team member document evidence, supported by data or other facts, to ensure the broadest perspective when the team convenes.)
2. Team members will then discuss their individual ratings for each item with the entire team, reach an agreement on the rating, and note the rating in the final rubric. Together, the team should
 - a. use the probing questions to help drill down into each item; and
 - b. include the evidence it is using to determine its rating. Evidence should be objective facts, supported by data, related to both the item and the group of children experiencing the success gap.
3. Once the rubric is complete, the team will create its theory about actionable root causes it uncovered using the rubric and any other data the team considered.
4. The team will then prioritize areas for improvement based on its assessment of the root causes that (1) they have the capacity to address, and (2) will most effectively remove the barriers to student success, or close the success gap.