This publication is a curriculum designed to support the training of K-12 school and district staff about the issues associated with the production of high-quality education data. It provides informational resources that can be used to prepare instructors to guide lessons and workshops and includes lesson plans, instructional handouts, and resource materials.

The goal of the curriculum is to present the concepts necessary to help schools develop a culture for improving the quality of their data and to provide opportunities for participants in training sessions to practice some of the skills required for such an effort. Many of the instructional activities and resource materials are designed to enable participants to take an informed lead in the discussions and planning needed to encourage such a culture in their districts and schools.

The *Forum Curriculum for Improving Education Data: A Resource for Local Education Agencies* is divided into two main sections:

- **Part I, “Foundational Data Improvement Lessons,”** introduces key concepts in the production of a culture of quality data. It is geared towards all Local Education Agency (LEA) staff members who affect the production of quality data, including board members, superintendents, principals, data coordinators/stewards, teachers, technology support staff, and office staff.

- **Part II, “Data Steward/Coordinator Lessons,”** is intended specifically for those staff members responsible for overseeing the quality of an LEA’s data. It provides detailed information about the responsibilities of a Data Steward or Coordinator as well as opportunities for LEA staff to plan quality data initiatives for their agencies and to produce materials and documents to support those initiatives.

This publication is available electronically at [http://nces.ed.gov/forum/pub_2007808.asp](http://nces.ed.gov/forum/pub_2007808.asp). Instructions for ordering print copies are also available on the National Forum on Education Statistics website.

The *Forum Curriculum for Improving Education Data: A Resource for Local Education Agencies* is the product of the National Forum on Education Statistics. The project was sponsored by the National Center for Education Statistics (NCES), U.S. Department of Education, under the auspices of the National Cooperative Education Statistics System. For more information about the National Forum on Education Statistics, visit [http://nces.ed.gov/forum](http://nces.ed.gov/forum).