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Tool	Description	Required for Direct Support Services with Dana Center
Math Task Force Process by Objectives	Detailed information on the math task force process as described by nine objectives. Includes suggestions for activities and resources for each objective. Can also be used to create a timeline.	
At-A-Glance Timeline by Objective	Template to create a one-page timeline for easy reference.	X
Identifying Task Force Members	Guidance on selecting task force members based on state- or region-level content. Description of roles and responsibilities of facilitator, co-chairs, and members.	
Identifying Task Force Members (Part II Only)	Shortened version of the full tool for distribution to members. Includes only the description of roles and responsibilities.	
State Readiness Assessment	Tool developed to surface important activities, structures, and policies that are essential for implementing and scaling multiple mathematics pathways. Can be used periodically to assess progress.	X (part of State Context Assignment)
State Higher Education Context Template	Template informs Dana Center staff and consultants about the characteristics of higher education in the state or region and will help them better understand the context in which math improvement work takes place.	X (part of State Context Assignment)
State-Level Student Data Template*	Template to facilitate data collection and analysis relevant to student success in developmental and entry-level mathematics.	X (part of State Context Assignment)
Facilitating Data-Driven Discussions	Recommendations for state, region, or institution level planning teams for formulating questions, collecting data, presenting, and discussing data.	
Mathematics Pathways Resource List	List of reports, research, and references on topics including policy, course design, and evaluations of different mathematics pathways programs.	

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www.dcmathpathways.org

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Mathematics Pathways Slide Deck	PowerPoint slides that can be used in presentations about the Dana Center Mathematics Pathways model and mathematics pathways.	
Effective Meeting Checklist	Checklist to guide the process in creating an agenda and preparing to lead a meeting.	
Setting the Charge	Template designed to help develop and establish an effective charge for the task force.	X
Effective Strategies and Messaging for Communication and Engagement	Resource to support state, region, or institution level planning teams to define and develop effective communication and engagement strategies while examining effective messaging related to mathematics pathways. Includes hypertext link to Communication & Engagement Plan Template, Sample Communication & Engagement Plan, "Effective Messaging in Promoting Math Pathways" webinar, and additional resources.	X
Defining the Challenges	Process to lead a group discussion to identify and build understanding of the challenges in implementing mathematics pathways.	
Linking Challenges and Solutions	Process to support discussion of solutions to address the challenges.	
Prioritizing Solutions	Suggestions for getting full input from task force members to identify priorities on solutions.	Submit suggested solutions for review
Drafting Recommendations	Template to help formulate formal recommendations with concise description, justification, and action plan.	X
Planning the Vetting Process	Tool designed to prepare for an effective vetting process with diverse stakeholders.	
Publishing and Disseminating Recommendations	Suggestions for writing a report on the task force recommendations and creating a communication plan that will help shift towards local action.	

* This tool can only be downloaded as an individual file; it is not found within the full Math Task Force Toolkit.

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