

September

Initial visits with Directors/Building Principals/Classroom Tours

- Review required GSRP/Head Start child developmental screening tool and ongoing assessment tool
- Review PQA-R/CLASS from Spring
- Review goal setting for current year
- Set PQA-R/CLASS baseline dates (If applicable)
- Review teacher qualifications and complete compliance plans if needed
- Discuss how data will be reviewed as a team and used over the course of the year

Due to the MISD by November 1

- Copy of professional growth plan
- Compliance plans for teachers/associates
- ECS classroom visit forms (Virtual or face to face)
- Ongoing weekly virtual lesson plans turned into Google

December

Classroom Visits (1-2)

Teacher Meetings

- Compliance/PQA-R /CLASS concerns
- Literacy coaching
- Checkpoint 1 finalized by December 1

Teacher/Administrator Meeting

- Collect documentation on child files

Due to the MISD by December 1

- GOLD teacher reliability certification
- ECS classroom visit forms (Virtual or face to face)
- Ongoing weekly virtual lesson plans turned into Google

March

Classroom Visits (1-2)

- Classroom Observations

Teacher Meetings

- 2nd reporting period/checkpoint should be complete by March 1

Due to the MISD by April 1

- ECS classroom visit forms (Virtual or face to face)
- Ongoing weekly virtual lesson plans turned into Google

June

Teacher Meetings

- End of year review
- Checkpoint completed by June 15

Admin meeting

- Review data
- Enrollment and recruitment
- Questions/concerns

* ECS classroom visit forms must be done each month. Classroom coaching with a focus on literacy must be done a minimum of 4 times per year. All other ECS visits/contact must be made with each teaching team monthly. Face to face contact/coaching must be made a minimum of every other month. *

October

Initial visits with Directors/Building Principals/Classroom Tours

- Review required GSRP/Head Start child developmental screening tool and ongoing assessment tool
- Review PQA-R/CLASS from Spring
- Review goal setting for current year
- Set PQA-R/CLASS baseline dates (If applicable)
- Review teacher qualifications and complete compliance plans if needed
- Discuss how data will be reviewed as a team and used over the course of the year

Due to the MISD by November 1

- Copy of professional growth plan
- Compliance plans for teachers/associates
- ECS classroom visit forms (Virtual or face to face)
- Ongoing weekly virtual lesson plans turned into Google

January

Classroom Visits (1-2)

- Collect documentation on child files

Teacher Meetings

- Check-in on yearly goals, amend professional development plan as necessary based on child outcome data
- 1st PAC meeting should be held by end of January

Due to the MISD by February 1

- 1st PAC meeting agenda and meeting minutes
- Child file review form
- ECS classroom visit forms (Virtual or face to face)
- Ongoing weekly virtual lesson plans turned into Google

April

Classroom Visits (1-2)

- Literacy coaching

Teacher Meetings

- Review child outcome data and make changes to goals and professional development plan as necessary

Due to the MISD by June 30

- 2nd PAC meeting agenda and meeting minutes
- ECS classroom visit forms (Virtual or face to face)
- Ongoing weekly virtual lesson plans turned into Google

November

Classroom Visits (2-4)

Teacher Meetings

- Review professional development and schedule PD as needed

Due to the MISD by December 1

- GOLD teacher reliability certificate (for new Lead Teachers only/renewal)
- ECS classroom visit forms (Virtual or face to face)
- Ongoing weekly virtual lesson plans turned into Google

February

Classroom Visits (2-4)

Teacher Meetings

- PQA-R/CLASS review/meeting to go over goals and measure progress
- Literacy observation

Due to the MISD by April 1

- ECS classroom visit forms (Virtual or face to face)
- Ongoing weekly virtual lesson plans turned into Google

May

Classroom Visits (1-2)

Teacher Meetings

- Review child outcome scores
- Evaluate progress made on current year's goals
- Generate goals for following school year

Due to the MISD by June 30

- 2nd PAC meeting agenda and meeting minutes
- ECS classroom visit forms (Virtual or face to face)
- Measurement Summary ECS classroom visit form (last page - measurement)
- Ongoing weekly virtual lesson plans turned into Google

Macomb County ECS Evaluation Plan 2020-2021

