

Education Observation Schedule

Month	Head Start	Early Head Start
August/September	*Establish/Review Professional Development Plan <i>*Go over job description and Teacher Orientation for new teachers</i> *Review Growth and Improvement Plan <i>(new teachers will write Growth and Improvement Plan within 3 weeks of start and review at 4-month eval)</i> * HVRS-A+	*Establish/Review Professional Development Plan <i>*Go over job description and Teacher Orientation for new teachers</i> *Review Growth and Improvement Plan <i>(new teachers will write Growth and Improvement Plan within 3 weeks of start and review at 4 month evaluation)</i> * HVRS-A+
September	*CLASS Observation * MH Observation	*ITERS *MH Observation
October	*CLASS * MH Observation	*ITERS *MH Observation
November	*Standardized observation/coaching * MH Observation	*Standardized observation/coaching *MH Observation
December	*Standardized observation/coaching	*Standardized observation/coaching
January	*Standardized observation/coaching	*Standardized observation/coaching
February	*Standardized observation/coaching	*Standardized observation/coaching
March	*Standardized observation/coaching	*Standardized observation/coaching
April	* Standardized observation/coaching * CLASS Observation	* Standardized observation/coaching * ITERS Observation
May	* Standardized observation/coaching * CLASS Observation	* Standardized observation/coaching * ITERS Observation
June	*Observations as needed	*Observations as needed
July	*Observations as needed	*Observations as needed

- Each preschool classroom will receive at least two CLASS observations to establish baseline data in September or October and to determine growth in April or May. Each EHS classroom will receive at least two ITERS observations to establish baseline data in September or October and to determine growth in April or May. A Mental Health observation will be conducted in each HS/EHS classroom, family childcare, childcare, or socialization setting by November with additional observations as necessary. Each HS/EHS classroom will also receive at least one of each of the following observations annually (ECERS/ITERS, Lesson Plan Assessment, Home Visit Observation utilizing HVRS-A
- Additional observations that may be conducted include the ELLCO, CHELLO, Outdoor Observation, and Dual Language checklist.
- Each home base socialization group will receive at least one home visit observation (HVRS-A+), a Daily Lesson Plan Assessment, Mental Health Observation, and a Socialization Observation.

CLASSROOM/HOME VISIT OBSERVATION BENCHMARKS

OBSERVATION	AGENCY BENCHMARK	PROGRAM
CLASS	ES-6; CO-6; IS-3	HS
HVRS-A+	3	HS/EHS
ITERS	5	EHS
ECERS	5	HS
DAILY LESSON PLANS	4	HS/EHS

Classrooms that fall below agency benchmarks initially will receive intensive coaching/mentoring in targeted areas and also receive a follow-up observation to assess progress toward meeting agency benchmarks. Classrooms that continue to fall below agency benchmarks should be considered for additional measures if adequate progress is not made.

Reviewed & Updated 6/26/17

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