



**Kalamazoo County Ready 4s**  
**Child Screening and Assessment – 4&5 Star Providers**  
**2021/2022 Timeline**

Month	Specific Deadline	Highlights	Suggested Action Items
August	Availability of online tools varies	<ul style="list-style-type: none"> <li>• <b>Fall Checkpoint – Period 1 begins.</b> COR Advantage and MyTeachingStrategies™ (TSGold) available to pre-K programs</li> <li>• <b>Home Visits begin</b> (if applicable).</li> <li>• <b>Obtain Parent Consent</b> for screening and assessing children (confirm your site's policies).</li> </ul>	<ul style="list-style-type: none"> <li>• Update authorized users for your site's child assessment tool; establish classrooms</li> <li>• Archive child portfolios for those children no longer enrolled.</li> <li>• Enter new children participating in the current school year.</li> </ul>
September		<ul style="list-style-type: none"> <li>• <b>Implement Developmental Screeners</b></li> <li>• <b>Interrater Reliability testing.</b> Lead teachers and administrators begin reliability testing in TSG or COR.</li> <li>• <b>Collect assessment documentation.</b> Begin collecting/entering anecdotal notes and other documentation into the online system.</li> </ul>	<ul style="list-style-type: none"> <li>• Complete developmental screeners within 30-45 days of enrollment (confirm your site's policies).</li> <li>• Consider knowledge gleaned from screeners to use on the assessment tools.</li> <li>• Enter documentation <i>at least weekly</i></li> <li>• Meet with Administrator to discuss assessment data between checkpoint periods</li> </ul>
October	<b>October 31</b> <i>(Interrater reliability)</i>	<ul style="list-style-type: none"> <li>• <b>Complete Developmental Screeners</b></li> <li>• <b>Complete reliability testing - lead teacher and administrators</b></li> <li>• Continued progress on child assessment tools... <i>enter documentation weekly</i></li> </ul>	<ul style="list-style-type: none"> <li>• Send documentation of reliability testing to KCRReady4s.</li> <li>• Collect and enter documentation for child assessment consistently throughout the first checkpoint period.</li> <li>• Enter documentation <i>at least weekly</i></li> <li>• Meet with Administrator to discuss assessment data between checkpoint periods</li> </ul>
November	<b>November 12</b> <i>(End of Fall Checkpoint – Period 1)</i>	<ul style="list-style-type: none"> <li>• <b>Fall Checkpoint – Period 1 ends.</b> Child assessment information must be finalized in online system no later than November 12.</li> <li>• <b>Parent/Teacher Conferences</b> to share Fall checkpoint – Period 1 information.</li> <li>• <b>Winter Checkpoint - Period 2 begins November 13.</b></li> </ul>	<ul style="list-style-type: none"> <li>• Finalize checkpoint data.</li> <li>• Run individual child reports and classroom reports.</li> <li>• Analyze checkpoint data to modify instruction.</li> <li>• Participate in required data meetings.</li> <li>• Enter documentation <i>at least weekly</i></li> </ul>
	<b>Dates vary</b>	<ul style="list-style-type: none"> <li>• <b>Required Data Meeting.</b> PreK Team (including director) participates in a data meeting.</li> <li>• <b>Available dates listed to the right...</b></li> </ul>	<p><b>Data Meeting Checkpoint #1</b></p> <ul style="list-style-type: none"> <li>• 11/18/21, 6:30-8:30 pm, at KRESA Service Center on Milham Rooms A/B</li> <li>• 11/19/21, 9:30am-11:30am, at KRESA Service Center on Milham Rooms A/B</li> <li>• 11/19/21, 12:30pm-12:30pm, at KRESA Service Center on Milham Rooms A/B</li> </ul>



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December, January		<ul style="list-style-type: none"> <li>• <b>Continue Winter Checkpoint – Period 2.</b></li> <li>• Checkpoint #2 arrives quickly... team works to intentionally document growth and development.</li> </ul>	<ul style="list-style-type: none"> <li>• Collect and enter documentation for child assessment consistently <i>at least weekly</i></li> <li>• Meet with Administrator to discuss assessment data between checkpoint periods</li> </ul>
February	<b>February 11</b> <i>(End of Winter Checkpoint – Period 2)</i>	<ul style="list-style-type: none"> <li>• <b>Winter Checkpoint – Period 2 ends.</b> Child assessment information must be finalized in online system no later than February 11.</li> <li>• <b>Parent/Teacher Conferences</b> to share Winter checkpoint – Period 2 information.  <b>Spring Checkpoint – Period 3 begins February 12.</b></li> </ul>	<ul style="list-style-type: none"> <li>• Duplicate action steps listed in November.</li> <li>• Enter documentation <i>at least weekly</i></li> </ul>
	<b>Dates vary</b>	<ul style="list-style-type: none"> <li>• <b>Required Data Meeting.</b> PreK Team (including director) participates in a data meeting.</li> <li>• <b>Available dates listed to the right...</b></li> </ul>	<b>Checkpoint 2 Options</b> <ul style="list-style-type: none"> <li>• 2/17/22, 6:30-8:30 pm, at KRESA Service Center on Milham Rooms A/B</li> <li>• 2/18/22, 9:30am-11:30am, at KRESA Service Center on Milham, Rooms A/B</li> <li>• 2/18/22, 12:30pm-2:30pm, at KRESA Service Center on Milham, Rooms C/D</li> </ul>
March, April		<ul style="list-style-type: none"> <li>• <b>Continue Spring Checkpoint – Period 3.</b></li> </ul>	<ul style="list-style-type: none"> <li>• Collect and enter documentation for child assessment consistently throughout the first checkpoint period... <i>at least weekly</i></li> <li>• Meet with Administrator to discuss assessment data between checkpoint periods</li> </ul>
May	<b>May 13</b> <i>(End of Spring Checkpoint – Period 3)</i>	<ul style="list-style-type: none"> <li>• <b>Spring Checkpoint – Period 3 Ends.</b> Child assessment information must be finalized in online system no later than May 13.</li> <li>• <b>Parent/Teacher Conferences</b> to share Spring checkpoint information.</li> </ul>	<ul style="list-style-type: none"> <li>• Duplicate action steps listed in November.</li> <li>• Collect <b>parent consent</b> to share Checkpoint #3 data with Kindergarten teachers</li> <li>• Prepare child assessment reports to be shared with Kindergarten teachers.</li> </ul>
May	<b>Dates vary</b>	<ul style="list-style-type: none"> <li>• <b>Required Data Meeting.</b> PreK Team (including director) participates in a data meeting.</li> <li>• <b>Available dates listed to the right...</b></li> </ul>	<b>Checkpoint 3 Options</b> <ul style="list-style-type: none"> <li>• 5/19/22, 6:30-8:30 pm, at KRESA Service Center on Milham, Rooms A/B</li> <li>• 5/20/22, 9:30am-11:30am, at KRESA West Campus, Playgroup Rooms A/B</li> <li>• 5/20/22, 12:30pm-2:30pm, KRESA West Campus, Playgroup Rooms A/B</li> </ul>