

TOOLS FOR ADMINISTRATORS ADMINISTRATIVE SUPPORT

ONGOING SUPPORTS FOR STAFF

Level	Purpose	Strategies I use
Classroom	To support staff in planning and organizing ongoing child assessment	 Provide time and materials. Provide training about planning for assessment. Provide reflective supervision, mentoring or coaching. Facilitate peer support or sharing about planning and organizing ongoing child assessment.
Classroom	To support staff in gathering ongoing child assessment information	 Provide materials, equipment, time. Provide training about effective data collection strategies. Provide reflective supervision, mentoring or coaching. Facilitate peer support or sharing about collecting ongoing child assessment information.
Classroom	To support staff in analyzing collected data and using it to inform teaching	 Provide materials, equipment, time. Provide training about using data to improve instruction. Provide reflective supervision, mentoring or coaching. Facilitate peer support or sharing about using assessment information to improve instruction.
Program/ Center	To understand program/ center level information about ongoing child assessment	☐ Aggregate ongoing child assessment data across the program/center.
Program/ Center	To provide program/center level support that can help improve teaching and learning	 Analyze aggregated data to determine trends at the program/center level including subgroups such as dual language learners. Provide leadership, assistance, and resources to staff that addresses program/center level trends.

