

Total points: \_\_\_\_\_

STAR/Quality Rating: \_\_\_\_\_



**Early Learning Coalition of Sarasota County  
Quality Improvement System (QIS) 2021--2022  
Center-Based Programs  
VALIDATION CHECKLIST and POINT DETERMINATION**

Program Name: \_\_\_\_\_ Date: \_\_\_\_\_

LEARNING ENVIRONMENT AND CLASSROOM INTERACTIONS							
ASSESSMENTS	Level A	Level B	Level C	Level D	Infant CLASS: _____ PK CLASS: _____ PK CLASS: _____ PK CLASS: _____ Total pts: _____ X 1.25 = _____ ***** Tod CLASS: _____ Tod CLASS: _____ PK CLASS: _____ PK CLASS: _____ PK CLASS: _____ Total pts: _____ ***** If 3 assessments: Infant CLASS: _____ Tod CLASS: _____ Tod CLASS: _____ PK CLASS: _____ PK CLASS: _____ PK CLASS: _____ Total pts: _____ X .833 = _____ ***** If 3 assessments: Infant CLASS: _____ Infant CLASS: _____ PK CLASS: _____ PK CLASS: _____ PK CLASS: _____ Total pts: _____	25 possible points  Total Learning Environment and Classroom Interaction Weighted Points  Level Achieved:  Site SR Composite Score	
	Infant CLASS score of 4.00 – 4.49	Infant CLASS score of 4.50 – 4.99	Infant CLASS score of 5.00 – 5.50	Infant CLASS score of 5.51 and above			<input type="checkbox"/> 2 points <input type="checkbox"/> 3 points <input type="checkbox"/> 4 points <input type="checkbox"/> 5 points
	Toddler CLASS Emotional and Behavioral Support 4.50-4.99	Toddler CLASS Emotional and Behavioral Support 5.00-5.49	Toddler CLASS Emotional and Behavioral Support 5.50-5.99	Toddler CLASS Emotional and Behavioral Support 6.00 and above			<input type="checkbox"/> 2 points <input type="checkbox"/> 3 points <input type="checkbox"/> 4 points <input type="checkbox"/> 5 points
	Toddler CLASS Engaged Support for Learning 3.00-3.49	Toddler CLASS Engaged Support for Learning 3.50-3.99	Toddler CLASS Engaged Support for Learning 4.00-4.49	Toddler CLASS Engaged Support for Learning 4.50 and above			<input type="checkbox"/> 2 points <input type="checkbox"/> 3 points <input type="checkbox"/> 4 points <input type="checkbox"/> 5 points
	PK CLASS Emotional Support 4.50- 4.99	PK CLASS Emotional Support 5.00- 5.49	PK CLASS Emotional Support 5.50-5.99	PK CLASS Emotional Support 6.00 and above			<input type="checkbox"/> 2 points <input type="checkbox"/> 3 points <input type="checkbox"/> 4 points <input type="checkbox"/> 5 points
	PK CLASS Classroom Organization 4.00-4.49	PK CLASS Classroom Organization 4.50- 4.99	PK CLASS Classroom Organization 5.00-5.49	PK CLASS Classroom Organization 5.50 and above			<input type="checkbox"/> 2 points <input type="checkbox"/> 3 points <input type="checkbox"/> 4 points <input type="checkbox"/> 5 points
	PK CLASS Instructional Support 2.50-2.99	PK CLASS Instructional Support 3.00 – 3.49	PK CLASS Instructional Support 3.50-3.99	PK CLASS Instructional Support 4.00 and above			<input type="checkbox"/> 2 points <input type="checkbox"/> 3 points <input type="checkbox"/> 4 points <input type="checkbox"/> 5 points
	Points will be given for each assessment that is completed. Some point totals will be weighted. Validation checklist will be adjusted for other combinations of observations. Some examples are listed below.						
	<ul style="list-style-type: none"> <li>• If an <u>Infant CLASS</u> and a <u>PK CLASS</u> are completed, the four point total will be multiplied by 1.25 to calculate a total for Learning Environment and Classroom Interactions area.</li> <li>• If a <u>Toddler CLASS</u> and a <u>PK CLASS</u> are completed, the five point total will be the actual points earned for Learning Environment and Classroom Interactions area.</li> <li>• If an <u>Infant CLASS</u>, a <u>Toddler Class</u> and a <u>PK CLASS</u> are completed, the six point total will be multiplied by .833 to calculate a total for this Learning Environment and Classroom Interactions area.</li> <li>• If two <u>Infant CLASS</u> and a <u>PK CLASS</u> are completed, the five point total will be the actual points earned for this Learning Environment and Classroom Interactions category.</li> </ul>						
							<b>Assessments Score:</b>

**SCREENING / ASSESSMENT / CURRICULUM / INCLUSION**

<p align="center"><b>C U R R I C U L U M</b></p>	<p><b>Please list the following:</b></p> <p><b>Curricula</b> _____</p> <p><b>Character Development Program</b> _____</p> <p><b>Screening Tool</b> _____</p> <p><b>Assessment Tool</b> _____</p>		<p><b>8points possible, check all criteria met</b></p>
<p align="center"><b>CU 1</b></p>	<p><input type="checkbox"/> <b>Lesson plans state the relationship between the curriculum and the Florida Performance Standards and classroom environment supports lesson plans.</b></p> <ul style="list-style-type: none"> <li>o Evidence in the form of current completed lesson plans from <b>each</b> classroom/group showing all four of the following:             <ul style="list-style-type: none"> <li>___ Developmentally appropriate activities addressing curriculum areas and Florida Performance Standards domains and including character (social/emotional) component</li> <li>___ Planned adult-child interactions (i.e. circle time, small group time activities, etc.)</li> <li>___ Materials needed to carry out the activities are accessible to children</li> <li>___ Set-up or arrangement of environment reflects curriculum implementation and promotes active engagement.</li> </ul> </li> </ul>		<p><input type="checkbox"/> <b>1 pt.</b></p>
<p align="center"><b>CU 2</b></p>	<p><input type="checkbox"/> <b>On-going child screening used to inform program practices. Screening data communicated to families.</b></p> <ul style="list-style-type: none"> <li>o Evidence will be examination of provider's incomplete queue in the EFS Provider Portal by Coalition staff             <ul style="list-style-type: none"> <li>___ Comprehensive research based child screenings</li> </ul> </li> <li>o Evidence in the form of the following documentation for <u>three random SR child files</u> which must have the following.             <ul style="list-style-type: none"> <li>___ Evidence of a parent-teacher conference being offered or conducted each year</li> <li>___ For children scoring within any concern level on the ASQ, a signed statement that a hard copy of the ASQ results was given to parent within fifteen (15) calendar days of screening date.</li> </ul> </li> </ul> <p><b>AND</b></p> <p><input type="checkbox"/> <b>Referral resources are made available to the families.</b></p> <ul style="list-style-type: none"> <li>o Evidence will be in the form of:             <ul style="list-style-type: none"> <li>___ resources listed in parent handbook or</li> <li>___ referral resources listed on one page ready to give to families or</li> <li>___ referral brochures posted on parent bulletin board</li> </ul> </li> </ul>	<p>Child's initials from 3 <u>school readiness files</u> of children enrolled 6 months or longer (if no SR children, pull 3 random files)</p> <p>_____</p> <p>_____</p> <p>_____</p>	<p><input type="checkbox"/> <b>2 pt.</b></p>
<p align="center"><b>CU 3</b></p>	<p><input type="checkbox"/> <b>On-going child observation and assessment data used to inform instruction and individualize lesson plans using a formal assessment program such as Creative Curriculum Child Profiles, TS GOLD, COR or Galileo.. Assessment data communicated to families.</b></p> <ul style="list-style-type: none"> <li>o Evidence in the form of the following documentation for <u>three random SR child files</u> (can be the same three children as in CU2) which must have <u>all of the following</u> examples.             <ul style="list-style-type: none"> <li>___ Evidence of ongoing formal assessment. If using an online system, be prepared to show assessor a classroom report, a child report or your online account with documentation entered to verify usage for the three randomly drawn children.</li> <li>___ Anecdotal records (may be stored in classroom)</li> <li>___ Portfolio (may be stored in classroom)</li> </ul> </li> </ul>	<p>Child's initials from 3 <u>school readiness files</u> of children enrolled 6 months or longer (if no SR children, pull 3 random files)</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Can be same as CU2</p>	<p><input type="checkbox"/> <b>1 pt.</b></p>
<p align="center"><b>CU 4</b></p>	<p><input type="checkbox"/> <b>Developmentally appropriate curriculum fully implemented (Verified when all assessments conducted fall within level B (or higher) of the Learning Environment and Classroom Interactions section of this validation checklist).</b></p> <ul style="list-style-type: none"> <li>o Evidence in the form of DAP lesson plans and observation of plans being implemented in the classroom; appropriate room arrangement with learning centers, quiet areas; appropriate teacher/child interaction.</li> </ul>		<p><input type="checkbox"/> <b>1 pt.</b></p>

CU 5	<input type="checkbox"/> <b>100% of all non school readiness children are screened using the appropriate ASQ-3 interval once a year. For Sarasota non-school readiness children, the one screening may be completed anytime throughout the year and may be entered into the Enterprise online system using the NSR coding.</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Evidence will be found by examination of three randomly selected files of non- school readiness children. Evidence will be documented in each file by the following: <ul style="list-style-type: none"> <li><input type="checkbox"/> One ASQ screening</li> <li><input type="checkbox"/> Evidence of a parent-teacher conference being offered or conducted each year conference form</li> <li><input type="checkbox"/> For children scoring within any concern level on the ASQ, a signed statement that a hard copy of the ASQ results was given to parent within fifteen (15) calendars days of screening date.</li> </ul> </li> <li>Statement that a hard copy of the ASQ results was given to parent. <ul style="list-style-type: none"> <li><input type="checkbox"/> When necessary, specific activities given to parent to support child's development</li> <li><input type="checkbox"/> When necessary, a plan for intervention if ASQ results indicate this action</li> </ul> </li> </ul>	Child's initials from 3 <u>non-school readiness</u> files of children enrolled 6 months or longer  _____  _____	<input type="checkbox"/> 1pt.
CU 6	<input type="checkbox"/> <b>Adapts developmentally appropriate curriculum to meet individual needs and uses child assessment as a guide to individualize program planning (Verified when all assessments conducted fall within level C (or higher) of the Learning Environment and Classroom Interactions section of this validation checklist.)</b> <ul style="list-style-type: none"> <li><input type="checkbox"/> Evidence in the form of DAP lesson plans and observation of plans being implemented in the classroom; appropriate room arrangement with learning centers, quiet areas; appropriate teacher/child interaction.</li> </ul>		<input type="checkbox"/> 2 pt.

Curriculum Score: \_\_\_\_\_

**STAFF QUALIFICATIONS**

S Q	Director is required to complete all applicable <b>Staff Credential Verification Forms / Professional Qualifications Sheets</b> to document the qualifications and educational level of the director and all instructional staff. Coalition staff will use those charts to determine points earned in this section.		<b>12 points possible, check all criteria met</b>
SQ 1	<input type="checkbox"/> All instructional staff employed 1 year or more have 3 hours of training in the current Florida Performance Standards for their age group.		<input type="checkbox"/> 1 pt.
SQ 2	<input type="checkbox"/> All teaching staff have a professional development plan. (Verified by professional development plan goals on the staff qualification sheets)		<input type="checkbox"/> 1 pt.
SQ 3	<input type="checkbox"/> Lead teachers: 25% have or are actively enrolled in a DCF Staff Credential, FCCPC, CDA or higher*		<input type="checkbox"/> 1pt.
SQ 4	<input type="checkbox"/> Lead teachers: 50% have, or are actively enrolled in a DCF Staff Credential, FCCPC, CDA or higher*  <input type="checkbox"/> Assistant teachers: 25% have or are actively enrolled in a DCF Staff Credential, FCCPC, CDA or higher* (if assistant teachers are employed)  <input type="checkbox"/> Director holds Level 2 Florida Director's Credential		<input type="checkbox"/> 1 pt.  <input type="checkbox"/> 1 pt.  <input type="checkbox"/> 1 pt.
SQ 5	<input type="checkbox"/> Lead teachers: 25% have a DCF Credential, FCCPC, CDA or higher.  <input type="checkbox"/> Assistant teachers: 50% have or are actively enrolled in a DCF Staff Credential, FCCPC, CDA or higher*  <input type="checkbox"/> Director holds an Advanced level Florida Director's Credential		<input type="checkbox"/> 1 pt.  <input type="checkbox"/> 1 pt.  <input type="checkbox"/> 1 pt.
SQ 6	<input type="checkbox"/> Lead teachers: 50% have a DCF Credential, FCCPC, CDA or higher*  <input type="checkbox"/> Assistant teachers 25% have a DCF Staff Credential, FCCPC, CDA or higher*  <input type="checkbox"/> Director holds an Advanced level FL Director Credential with an AA/AS or higher in ECE		<input type="checkbox"/> 1 pt.  <input type="checkbox"/> 1 pt.  <input type="checkbox"/> 1 pt.

\*AA/AS in ECE or 60 college credits with 18 credits in ECE; or BS/BA in ECE or unrelated degree with 18 credits in ECE; or MA/MS in ECE or unrelated degree with 18 credits in ECE. "Actively enrolled" is defined as completion of one class per semester.

Staff Qualifications Score: \_\_\_\_\_

**PROFESSIONAL DEVELOPMENT**

PD	Director is required to complete form indicating the examples of professional contributions and professional development goals for <u>each</u> member of the instructional staff including the director.		8 points possible, check all criteria met
PD 1	<input type="checkbox"/> 50% of all teaching staff and Director complete 15 hours annual in-service training.		<input type="checkbox"/> 1 pt.
PD 2	<input type="checkbox"/> 50% of all teaching staff and Director complete 20 hours annual in-service training.		<input type="checkbox"/> 1 pt.
PD 3	<input type="checkbox"/> 50% of all teaching staff and Director complete 25 hours annual in-service training.		<input type="checkbox"/> 1 pt.
PD 4	<input type="checkbox"/> 50% of all teaching staff and Director complete 30 hours annual in-service training. AND <input type="checkbox"/> Director and 50% of all teaching staff have one professional contributions		<input type="checkbox"/> 2 pt. Both must be in place
PD 5	<input type="checkbox"/> 50% of all teaching staff and Director complete 30 hours annual in-service hours and Director and 50% of teaching staff have two professional contributions		<input type="checkbox"/> 3 pt.
		PD Score: _____	
<b>POTENTIAL BONUS POINTS</b>			
			5 points possible, check all criteria met
BP 1	<input type="checkbox"/> Financial support provided and release time given to teachers pursuing an early childhood education staff credential or higher opportunities. o Evidence in the form of receipt for payment of tuition, books and supplies, TEACH participation shown to the assessor at time of observation..		<input type="checkbox"/> 1 pt.
BP 2	<input type="checkbox"/> At least one staff member from the site has attended and submitted a follow up Implementation Plan related to the Healthy Sarasota Childcare training and site is currently designated a Healthy Sarasota site. (verified by Coalition staff that site is listed on website <a href="http://www.chip4health.org/hsc/childcare.htm">http://www.chip4health.org/hsc/childcare.htm</a> ) or has recertified through Florida's HEROs (Healthy environments for Reducing Obesity in Florida)		<input type="checkbox"/> 1 pt.
BP 3	<input type="checkbox"/> Use of the e-DECA system as verified by entry of at least three child assessments into the online system within the last 13 months as verified by Coalition staff		<input type="checkbox"/> 1 pt.
BP 4	<input type="checkbox"/> At least one current staff member is a certified "STAR Babies" graduate and has completed annual recertification requirements. Please indicate the staff who has completed this certification on the staff qualifications worksheet.		<input type="checkbox"/> 1 pt.
BP 5	<input type="checkbox"/> Commitment to children with challenging behaviors that must clearly go above and beyond expectations. A site that has asked a child to leave may not be eligible for this bonus point. o Evidence in the form of completion certificates by active Director or active classroom teacher or assistant for four or more of the following:  _____ Attendance at <b>PBS</b> (Positive Behavior Support) training by at least one current staff member. (verified by training certificate presented to assessor at time of observation) Staff Name(s): _____  _____ Attendance at <b>FLIP-IT!</b> or <b>FLIP-IT! Plus</b> training by at least one current staff member. (verified by training certificate presented to assessor at time of observation) Staff Name(s): _____  _____ Attendance at <b>Sanford Harmony</b> training by at least one current staff member. (verified by training certificate presented to assessor at time of observation) Staff Name(s): _____  _____ Attendance at <b>Conscious Discipline</b> training by at least one current staff member. (verified by training certificate presented to assessor at time of observation) Staff Name(s): _____  _____ Attendance at <b>3 Rs: Rules, Routines &amp; Rituals</b> by at least one current staff member. (verified by training certificate presented to assessor at time of observation) Staff Name(s): _____  _____ Attendance at <b>911:Help for Teachers</b> by at least one current staff member (verified by training certificate presented to assessor at time of observation) Staff Name(s): _____	Certificates must be available for assessor to verify at time of assessment.	<input type="checkbox"/> 1 pt.

<p>____ Completion of the <b>DCF online Trauma Informed Care</b> course by at least one current staff Member. (verified by training certificate presented to assessor at time of observation) Staff Name(s): _____</p> <p>____ Completion of the DCF online course: <b>Working to Create Positive Learning Environments: Preventive Strategies</b>, by at least one current staff member. (verified by training certificate presented to assessor at time of observation) Staff Name(s): _____</p> <p>____ Completion of the DCF online course: <b>Developing the Socially and Emotionally Competent Child</b> by at least one current staff member. (verified by training certificate presented to assessor at time of observation) Staff Name(s): _____</p> <p>____ Completion of the DCF online course: <b>Challenging Behavior Awareness and Prevention</b> by at least one current staff member. (verified by training certificate presented to assessor at time of observation) Staff Name(s): _____</p> <p>____ Completion of the ELFL online course: <b>Guiding Preschool Behavior and Building Classroom Community</b>, by at least one current staff member. (verified by training certificate presented to assessor at time of observation) Staff Name(s): _____</p> <p>____ Completion of the ELFL online course: <b>Infant Toddler Social-Emotional Development</b>, by at least one current staff member. (verified by training certificate presented to assessor at time of observation) Staff Name(s): _____</p> <p>____ Completion of the ELFL online course: <b>Understanding Trauma Informed Care with Infants and Toddlers</b> by at least one current staff member. (verified by training certificate presented to assessor at time of observation) Staff Name(s): _____</p> <p>____ Completion of the ELFL online course: <b>Reframing Challenging Behaviors</b> by at least one current staff member. (verified by training certificate presented to assessor at time of observation) Staff Name(s): _____</p>	<p>Bonus Point Score _____</p>	<p>_____</p>
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<p><b><u>CLASS observation thresholds and point range:</u></b></p> <p><b>A 5 STAR site will have all CLASS scores in Level D and the total points earned will be at least 45 and all lower criteria are met in every standard.</b></p> <p><b>A 4 ½ STAR site will have all CLASS scores in Level D and the total points earned will be at least 45, yet all elements in a standard may not be achieved.</b></p> <p><b>A 4 STAR site will have all CLASS scores in Level C or D and the total points earned must fall between 35 and 44.</b></p> <p><b>A 3 STAR site will have all CLASS scores in Level B, C, or D and the total points earned must fall between 25 and 34 points.</b></p> <p><b>A 2 STAR site will have all CLASS scores in Level A, B, C, or D and the total points earned must fall between 13 and 24 points.</b></p> <p><b>A site receiving any CLASS score below the level A thresholds or have fewer than 13 points are placed on a QIP (Quality Improvement Plan).</b></p>	<p><b>Total Points:</b> _____</p> <p><b>Quality Rating:</b> _____</p>
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