

Timeline Resource for Iowa Preschool Programs

August	September	October
Administrator: ☐ Renew Teaching Strategies GOLD License - Iowa GOLD Online Procedures ☐ Update preschool handbook (if needed) ☐ Share GOLD checkpoint & myIGDIs screening window dates with staff (Fall, Winter & Spring) ☐ Contact Renaissance to reserve myIGDIs student slots. Review Iowa Panorama Resources - myIGDIs Hub: Link to Helpful Resources ☐ Schedule preschool team times that include teachers and paras to have weekly collaboration meetings. ☐ Schedule data team meetings to review GOLD/myIGDIs data after the Fall and Winter Checkpoints (this could be part of your PD plan) ☐ Review IQPPS, NAEYC or Head Start Standards that your program is following. ☐ Review IQPPS Staff Checklist: halfway down the webpage. Teacher: ☐ Set up home visits ☐ Hold any ECSE transition meetings that were not held in the spring	Administrator: ☐ CASA Session ID information due CASA Reporting Timelines ☐ Share professional development plan with preschool teachers, paras, and community partners. ☐ Begin scheduling preschool Walk-Throughs ☐ IQPPS walk-through checklist ☐ IQPPS Self-Assessment ☐ Review IQPPS Desk Audit - due in CASA Dec. 15 Teacher: ☐ Review IEP data ☐ Begin determining your assessment documentation plan with your classroom team. ☐ Begin uploading TS GOLD assessment documentation and meet weekly with the classroom team to review.	Administrator: ☐ Special education count due at the end of the month. Review SPED rosters with AEA staff. Teacher: ☐ Review IEP data ☐ Special education count due at the end of the month. Review SPED rosters with AEA staff. ☐ Continue uploading TS GOLD assessment documentation at least weekly and meet with the classroom team to review.
November	December	January
Administrator: ☐ Fall data meeting - review GOLD & myIGDIs data as a team Teacher: ☐ Review IEP data ☐ GOLD checkpoint due ☐ myIGDIs Fall Window Closes ☐ Fall data team meeting - review GOLD & myIGDIs data as a team	Administrator: ☐ IQPPS desk audit due in CASA - Dec. 15. CASA Report Timeline ☐ Fall data team meeting - GOLD and myIGDIs data as a team (if not already completed in Nov.) Teacher: ☐ Fall data team meeting - GOLD and myIGDIs data as a team (if not already done in Nov.) ☐ Review IEP data	Teacher: ☐ Review IEP data ☐ Continue uploading TS GOLD assessment documentation at least weekly and meet with the classroom team to review.
February	March	April

Administrator: ☐ Start to think about next year's preschool program; staff development and planning time release from students, student numbers, rooms, etc. ☐ Begin assessing professional development needs and developing a plan for preschool teachers, paras and community partners for the next school year ☐ Winter data team meeting - review GOLD and myIGDIs data as a team Teacher: ☐ GOLD checkpoint due ☐ myIGDIs winter window Closes ☐ Winter data team meeting - review GOLD and myIGDIs data as a team	Administrator: ☐ Winter data team meeting - Review GOLD and myIGDIs data with team (if not already completed in February) ☐ Complete IQPPS preschool desk audit "action required" only items - submit to CASA by March 15 ☐ Begin assessing professional development needs and developing a plan for preschool teachers, paras and community partners for the next school year. Teacher: ☐ Review IEP data ☐ Winter data team meeting - review GOLD and myIGDIs data with the team (if not already done in February) ☐ Begin to schedule and hold IEP transition meetings (no more than 90 days before end of the school year) ☐ Send out parent survey (IQPPS)	Administrator: ☐ Share parent information surrounding next year's programming. (Round up or transition to kindergarten meetings). TK-K Rubric Resource Teacher: ☐ Schedule and hold IEP transition meetings ☐ Review IEP data ☐ Share parent information surrounding next year's programming. (Round up or transition to kindergarten meetings). TK-K Rubric Resource
May	June/July	Notes for Additional Preschool Program Items To Remember:
Administrator: ☐ Review program numbers for next year ☐ Ensure preschool staff complete (and finalize) the Teaching Strategies GOLD spring checkpoint. **This is a state IDOE requirement Teacher: ☐ Schedule and hold IEP transition meetings ☐ GOLD spring checkpoint due. ☐ myIGDIs spring window closes	Administrator: ☐ Archive Teaching Strategies GOLD student slots ☐ Renew Teaching Strategies GOLD license ☐ Sign up for Prairie Lakes AEA Educator Connection to receive updates on future and current PLAEA events ☐ Bookmark the PLAEA Early Childhood page on our website Teacher: ☐ Sign up for Prairie Lakes AEA Educator Connection to receive updates on future and current PLAEA events ☐ Bookmark the PLAEA Early Childhood page on our website	