

Classroom Assessment Scoring System (CLASS)

Head Start Performance Standard

§ 1302.92 (c)

Policy

Our program uses Infant, Toddler and Pre-K Classroom Assessment Scoring System (CLASS) to assess teacher effectiveness and the quality of interactions in the classroom. Community Action uses data from CLASS observations to identify strengths and areas for growth and to inform plans for training and professional development. Classrooms that fall below the thresholds for quality, as determined by the Office of Head Start, will be given opportunities for coaching and/or other supports to improve their skills and thus their scores. Program Area Supervisors (PAS) are responsible for developing a support plan for with staff to increase those scores to meet or exceed the thresholds.

Procedure

Formal CLASS observations occur each Fall and again in the Winter and Early Spring.

CLASS observations will be done through a random sampling of 1/3 of our preschool program classrooms. 1/3 of Duration and Full day full year (FDY) classrooms and 1/3 of Part Day Pre-K (PDPK) classrooms will be randomly selected for Formal CLASS observations in the Fall and again in the Spring. All Early Head Start Center Based classrooms will continue to receive observations.

The Education Services Supervisor, Education Specialists, Behavior Specialists and Program Area Supervisors (PAS) will become CLASS reliable and renew reliability annually.

- All CLASS reliable observers will dual code with another reliable observer at least once every program year. They may request to dual code in both the fall and winter observation cycles if they wish.

The Education Specialists will perform all formal CLASS observations, unless other reliable observers request to complete one or more individual observations in addition to dual coding.

The observer (or one of the observers in the case of dual coding) will complete an observation summary form, which will include specific examples of demonstrated skills. The observer will indicate if the scores fall within the low, mid, or high ranges.

- The observer (or the Education Specialist, when one participated in dual coding) will review summary with the classroom staff within two weeks of the observation. The conversation may take place in-person, virtually, or by phone depending on the schedules and needs of the staff member and the Education Specialists.
- Staff may request specific feedback for areas of growth. If so, the observer may provide them with one or two opportunities for growth that will have the biggest overall impact. The observer will then offer to connect them with their assigned Education Specialist (in the case of other personnel providing the observation summary). Those staff will be offered coaching support if they want to engage in it. Or if not, the Education Specialist will provide them with resources and/or strategies they can use to grow their skills.
- Coaching or Professional Development opportunities will be offered to classrooms falling below the CLASS thresholds for quality.
 - PAS's are responsible for following up to connect them with opportunities to improve classroom quality.



- If staff elect not to engage in intensive coaching with an Education Specialist, the PAS is responsible for developing a plan with them for ongoing support or to connect them with opportunities to improve classroom quality. The plan will continue to be reviewed and revised regularly to identify any changes needed, new Professional Development opportunities, adapt the strategies to reflect growth and track progress until the plan is complete. A focused observation or informal observation may be used to determine the progress and/or completion of the plan. The observation may be conducted by the Education Specialist (preferred) or the PAS (if reliable).
- The PAS may request coaching, resources, and/or support for themselves so they can provide support and coaching to the classroom staff. PAS's may also request Education Specialist help in identifying trainings or other opportunities for professional development to share with their supervisees.

Documentation

The observer will enter the observation data into the CLASS module of ChildPlus and attach a copy of the summary. The CLASS observation booklet and a print or digital copy of the summary will be sent to the Education Specialist assigned to that classroom. See **Formal CLASS Observation Protocol**.