**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Period: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Due: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Unit #1 Guide**

1. You will have **FIVE class periods** to complete each task on the unit list
2. You will approve and sign off your own tasks as you complete them.
3. This rotation may need extra effort beyond class time!!!!

**Unit 1 ASSIGNMENTS: YOUR INITIALS OF COMPLETION: UNIT POINTS POSSIBLE:**

* 1. **Disclosure Statement – Guardian will electronically sign it on My DSD. \_\_\_\_\_\_\_\_\_\_ (Turn in separately)**
	2. **$2.00 fee paid to the Child Development account \_\_\_\_\_\_\_\_\_\_ (Turn in separately)**
	3. **$18.00 background check. Complete the form using the link on my website. \_\_\_\_\_\_\_\_\_\_ (Turn in separately)**

**Background checks NOT completed by the time you turn 18 will NOW need to ALSO have a fingerprinting process done for $37.00.**

1. **Study Guide Notes (I know this information for the ECE B state test) 0 1 2 (initials)**
* **Defining quality curriculum for children (pg 14) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Child care Licensing Checklist (pgs 3-5) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* **Curriculum Planning (pgs 12-13) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Child Development Associates Credential (pg 23) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Observing children, documenting, & evaluating (pg 21-22) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. ***LESSON PLANNING GUIDELINES:* (I understand my responsibility stated below)** \_\_\_\_\_\_\_\_\_\_\_ **0 2 (initials)**
* Plan lessons #1, 2, & 3 for the assigned age groups.
* Turn it in to have it proof read and approved. It will be filed away or returned back to fix.
* On the supply list, write only those items that you will not be able to obtain. If you need supplies provided for you, the list needs to be turned in by the Unit 1 due date.
* As you are planning, ask these questions.
	+ Is each activity age appropriate? Do the children physically experience the concepts using their senses? Do activities meet DAP appropriate criteria (see your notes for this)?
	+ Is each activity an *open ended center* where the child decides that they are finished and not the

 project?  *Ie: Rather than the child gluing on the activity supplies, take away the glue and just have*

 *the children place the supplies on and then take them off and start all over again.*

* + Is your activity engaging enough that the child will be excited to come to your table and participate in the activity for longer than 10 minutes (preschool), 5 minutes (toddler), 3 minutes (baby)?
1. **Sign up for a child for the long term observation report \_\_\_\_\_\_\_\_\_\_\_\_\_**  **0 2 (child information)**

 **Child’s Full Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Child’s Age \_\_\_\_\_\_ Child’s Birthday\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Review the observation format on the next page so you know it.**

 **(I understand my responsibility stated on the next page)** \_\_\_\_\_\_\_\_\_\_\_\_\_\_ **0 2 (initials)**

1. **Child Observation #1 \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Turn in separately)**

- On your own paper, complete **an Anecdotal Observation** (CDA portfolio guide pg 21)

 **\*\*Turn in each written anecdotal** observation for proof reading and approval.

**Unit 1 ASSIGNMENTS: YOUR INITIALS OF COMPLETION: UNIT POINTS POSSIBLE:**

|  |
| --- |
| **Anecdotal Observation format (Cornell notes style)****Child’s name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_****Activity/location:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| ***Record*** What you are observing. Using factual descriptive information, detailed examples, and specific dialogue; tell the child’s story based on the 5 areas of Development.

|  |
| --- |
| **PHYSICAL** (Thumb finger = fine and gross motor skills and abilities, movement of the body) |
| **EMOTIONAL** (Ring finger = showing positive and negative feelings towards others, them self, experiences, and towards their own actions) |
| **SOCIAL** (Pinky finger = interacting with others, rules of play, manners) |
| **COGNITIVE** (Pointer finger = get smart, learning about their environment, understanding, gaining information, observing, language) |
| **MORAL** (Middle finger = following directions, making right and wrong choices) |

 | ***Recall*****What** does all of this tell you about the child? Summarize the observation information by answering questions such as – \*\*The child’s strength, growth, and their interests. \*\*What have you learned about the child’s development? \*\*Are you seeing any patterns? \*\*What might cause or explain the child’s actions? |
| ***Reflect*** ***What*** can I do with this information***?*** How can your findings be applied to the child? What conclusions can you make, what will you do with this information, how will you apply it, why is this important, how will it make you a better caregiver for this child? Create an action plan of goals and learning standards that the center can work on with the child.  |

1. **Statement of Competence (CS) I Safe, Healthy, Learning Environment**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Turn in separately)**

* See CDA portfolio guide pg 11 & 2 for the writing prompts and help.
* Use the Licensing checklist and study guide notes pages 3-13
1. **Resource Collection (RC) I** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **0 1 2 (attach the plan)**

 \*Separate handouts\* +extra credit for a copy of your CPR certificate

* See CDA portfolio guide pg 12 & 2 for the resource details:
* ***Planning a menu (RC I-2***)

|  |
| --- |
| **Where is a copy of the weekly menu located in the child care center?**  |

* ***Writing a weekly plan (RCI-3***)

CDA Track

|  |
| --- |
| **Although the CPR and First Aid training is optional and extra credit, a current license is needed for the CDA.** |

1. **Three** **Resource Paragraphs (RP/CS) I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **0 1 2 (attach)**
* See CDA portfolio guide pg 11 & 2 for the paragraph topics details:
* ***Sample Menu***
* ***Room Environment***
* ***Weekly Plan***
1. **End Result \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ / 6**

|  |  |
| --- | --- |
| **On time or with a late pass 0 2**  | **In the correct order of this grade sheet 0 2** |
| **Complete 0 1 2**  |  |

**TOTAL UNIT #1 POINTS (18)** \_\_\_\_\_\_\_ X10 = \_\_\_\_\_\_\_\_\_ / 180 pts

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Period: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Due: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Unit #2 Guide**

* You will have **FIVE class periods** to complete each task on the unit list
* You will approve and sign off your own tasks as you complete them.
* This rotation may need extra effort beyond class time!!!!

**Unit 2 ASSIGNMENTS: YOUR INITIALS OF COMPLETION: UNIT POINTS POSSIBLE:**

1. **Study Guide Notes (I know this information for the ECE B state test) 0 1 2 (initials)**
* **Facility, Space, and Activities (pgs 6, 11, & 12) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Physical, Cognitive, and Play (pgs 13-15) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **STEM science, technology, engineering, math and Communication (pg 15) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Creative Arts visual, music, dramatic play and Emergency (pgs 16 & 8) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
1. **Child Observation #2 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Turn in separately)**

- On your own paper, complete **an Anecdotal Observation** (unit 1 rubric and CDA portfolio guide pg 21)

 **\*\*Turn in each written anecdotal** observation for proof reading and approval.

1. **Preparation and Planning for Lesson #1 (I will do or have already done)** \_\_\_\_\_\_\_\_\_ **0 2 (initials)**
* **Prepare and gather** all materials necessary for your lesson. Be ready to teach as if your lesson were today.
* **Practice** your activity plan on yourself or on a classmate to see if it works. Can it be done for **15 minutes**?
* **Make** a sample or have a classmate do one to see if it will work. This is not a sample for the children to see.
* **Include** pictures and/or samples of your lesson for the RC II weekly lesson plan section.
1. **Lesson #1 Teach and document (I did all 3 steps!) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **(separate)**
2. **Teach the lesson**

It is a good idea to **document** this lesson and includesamples of the activitiesand/or pictures of the children doing your activities.

1. **Lesson Evaluation done by your observer and also done by you**

During your lesson, an evaluation will be done by an ECE student or an adult teacher. After your lesson, get this evaluation back and complete the individual evaluation portion on how you think the lesson went.

1. **Turn in the Lesson plan with the completed evaluation.**  Once it is returned back to you, place your graded and evaluated lesson plan behind the **RC II section.**



**Unit 2 ASSIGNMENTS: YOUR INITIALS OF COMPLETION: UNIT POINTS POSSIBLE:**

1. **Statement of Competence (CS)II**  **Physical, Cognitive, Communication, Creative** \_\_\_\_\_\_\_\_\_\_ **0 1 2 (attach)**
* See CDA portfolio guide pg 13 & 2 for these writing prompts and help.
* Use the Unit 2 study guide notes
1. **Resource Collection (RC) II** **\_\_\_\_\_\_\_\_\_\_\_\_** **0 1 2 (below/attach)**

* See CDA portfolio guide pgs 14-15 & 2 for the resource details:

|  |
| --- |
| **To document these learning experiences, follow the ECE track or CDA track process.** **ECE Track = list activities that fit within each learning area.** **CDA Track = list the activities and/or complete the actual CDA activity tracking pages in section II. (These pages will need to be done for the final CDA portfolio.)** |

*\*\*For the Birth to 36 months CDA credential, write 3 activities for the young infant, 3 for the mobile infant, and 3 for the toddler age children.*\*\*

|  |  |
| --- | --- |
| * ***Science and Sensory***
 |  |
| * ***Language and Literacy***
 |  |
| * ***Creative Arts (visual, music, dramatic play)***
 |  |
| * ***Fine Motor (indoor)***
 |  |
| * ***Gross Motor (outdoor)***
 |  |
| * ***Self-Concept***
 |  |
| * ***Emotional Skills / Regulation***
 |  |
| * ***Social Skills***
 |  |
| * ***Mathematics***
 |  |

1. **Four Resource Paragraphs (RP / CS) \_\_\_\_\_\_\_\_\_\_\_ 0 1 2 (attach)**
* See CDA portfolio guide pgs 13-14 & 2 for the paragraph topics details:
* ***Physical learning experiences***
* ***Cognitive learning experiences***
* ***Creative learning experiences***
* ***Communication and language development***
1. **End Result \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ / 6**

|  |  |
| --- | --- |
| **On time or with a late pass 0 2**  | **In the correct order of this grade sheet 0 2** |
| **Complete 0 1 2**  |  |

**TOTAL Unit 2 POINTS (16)** \_\_\_\_\_\_\_ X 10 = \_\_\_\_\_\_\_ / 160 pts

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Period: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Due: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Unit #3 Guide**

* You will have **FOUR class periods** to complete each task on the unit list
* You will approve and sign off your own tasks as you complete them.
* This unit may need extra effort beyond class time!!!!

**Unit 3 ASSIGNMENTS: YOUR INITIALS OF COMPLETION: UNIT POINTS POSSIBLE:**

* 1. **Study Guide Notes (I know this information for the ECE B state test)**  **0 1 2 (initials)**
* **Self (pg 16) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Social (pg 17) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Guidance (pgs 18-19) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Injury Prevention (pgs 6-8) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* 1. **Preparation and Planning for Lesson #2 (I will do or have already done)** \_\_\_\_\_\_\_\_\_ **0 2 (initials)**

**Prepare and gather** all materials necessary for your lesson. Be ready to teach as if your lesson were today.

Plan how you will **Document your lesson** throughpictures and/or samples**.**

* **Prepare and gather** all materials necessary for your lesson. Be ready to teach as if your lesson were today.
* **Practice** your activity plan on yourself or on a classmate to see if it works. Can it be done for **20 minutes**?
* **Make** a sample or have a classmate do one to see if it will work. This is not a sample for the children to see.
* **Include** pictures and/or samples of your lesson for the RC II weekly lesson plan section.
	1. **Lesson #2 Teach and document (I did all 3 steps!) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **(separate)**
	2. **Teach the lesson**

It is a good idea to **document** this lesson and includesamples of the activitiesand/or pictures of the children doing your activities.

* 1. **Lesson Evaluation done by your observer and also done by you**

During your lesson, an evaluation will be done by an ECE student or an adult teacher. After your lesson, get this evaluation back and complete the individual evaluation portion on how you think the lesson went.

* 1. **Turn in the Lesson plan with the completed evaluation.**  Once it is returned back to you, place your graded and evaluated lesson plan behind the **RC II section.**
	2. **Child Observation #3 \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Turn in separately)**

- On your own paper, complete **An Anecdotal** (unit 1 rubric and CDA portfolio guide pg 21)

 **\*\*Turn in each written anecdotal** observation for proof reading and approval.

**Unit 3 ASSIGNMENTS: YOUR INITIALS OF COMPLETION: UNIT POINTS POSSIBLE:**

* 1. **Statement of Competence (CS) III**  Self, Social, and Guidance \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **0 1 2 (attach)**

* See CDA portfolio guide pg 16 & 2 for these writing prompts and help.
* Use the Unit 3 study guide notes
	1. **Resource Collection (RC) III \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **0 1 2 (attach)**
* See CDA portfolio guide pgs 16-17 & 2 for the resource details:
* ***5 Book bibliography (The final CDA portfolio will need to have 10 books)***
	+ Each book summary will need to include: **the book title, author, copyright and publication date, and a short summary.**
	+ Each book will need to address and **support an area or challenge in a child’s life.** Find one book to address each of the 5 following areas or challenges. The other 5 books for the CDA can support topics of your choice.

Areas

|  |  |  |
| --- | --- | --- |
| * Cultural or Linguistic group identity
 | * Gender role Identity
 | * Children with special needs
 |
| * Separation, divorce, remarriage, family structures
 | * Phases of the life cycle from human reproduction to death
 | Additional topics for additional books: death, self-concept, emotions, everyday activities, etc. |

***SAMPLE FORMAT FOR BOOK BIBLIOGRAPHY***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Book title and optional picture | Author and Illustrator | Publisher and Copy right date | Summary | Area or challenge |
| http://images.betterworldbooks.com/006/Leo-the-Late-Bloomer-9780064433488.jpg | by Robert Kraus and Jose Aruego | **Harper Trophy**Jan. 20th, 1994**ISBN-13: 9780064433488** | **Leo couldn't do anything right. He couldn't read. He couldn't write. He couldn't draw. When Leo's father asks what the matter with Leo is, Leo's mother explains that he's simply a late bloomer. In his own good time, Leo does read, he does write, and he does draw.**  | Children grow and develop at their own rate and time. |

* 1. **Two Resource Paragraph (RP / CS) \_\_\_\_\_\_\_\_\_\_\_\_\_** **0 1 2 (attach)**
* See CDA portfolio guide pg 16 & 2 for the paragraph topics details:
* ***Support children’s self-concept and SEL (social emotional learning)***
* ***Guiding children’s positive behavior.***
	1. **End Result \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ / 6**

|  |  |
| --- | --- |
| **On time or with a late pass 0 2**  | **In the correct order of this grade sheet 0 2** |
| **Complete 0 1 2**  |  |

**TOTAL Unit 3 POINTS (16)** \_\_\_\_\_\_\_ X 10 = \_\_\_\_\_\_\_ / 160 pts

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Period: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Due: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Unit #4 Guide**

* You will have **FOUR class periods** to complete each task on the unit list
* You will approve and sign off your own tasks as you complete them.
* This unit may need extra effort beyond class time!!!!

**Unit 4 ASSIGNMENTS: YOUR INITIALS OF COMPLETION: UNIT POINTS POSSIBLE:**

* 1. **Study Guide Notes (I know this information for the state ECE B test)**  **0 1 2 (initials)**
* **Families (pg 20) Diapering (pg 10) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Child Abuse (pg 20) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Promote Wellness and Infection Control (pgs 8-10) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Food and nutrition (pg 11) Medication (pg 11) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
	1. **Preparation and Planning for Lesson #3 (I will do or have already done)** \_\_\_\_\_\_\_ **0 2 (initials)**

**Prepare and gather** all materials necessary for your lesson. Be ready to teach as if your lesson were today.

Plan how you will **Document your lesson** throughpictures and/or samples**.**

* **Prepare and gather** all materials necessary for your lesson. Be ready to teach as if your lesson were today.
* **Practice** your activity plan on yourself or on a classmate to see if it works. Can it be done for **20 minutes**?
* **Make** a sample or have a classmate do one to see if it will work. This is not a sample for the children to see.
* **Include** pictures and/or samples of your lesson for the RC II weekly lesson plan section.
	1. **Lesson #3 Teach and document (I did all 3 steps!) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **(separate)**
1. **Teach the lesson**

It is a good idea to **document** this lesson and includesamples of the activitiesand/or pictures of the children doing your activities.

1. **Lesson Evaluation done by your observer and also done by you**

During your lesson, an evaluation will be done by an ECE student or an adult teacher. After your lesson, get this evaluation back and complete the individual evaluation portion on how you think the lesson went.

1. **Turn in the Lesson plan with the completed evaluation.**  Once it is returned back to you, place your graded and evaluated lesson plan behind the **RC II section.**
	1. **Child Observation #4 \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Turn in separately)**

- On your own paper, complete **An Anecdotal Observation** (unit 1 rubric and CDA portfolio guide pg 21)

 **\*\*Turn in each written anecdotal** observation for proof reading and approval.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**11. Unit 4 End Result \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ / 6**

|  |  |
| --- | --- |
| **On time or with a late pass 0 2**  | **In the correct order of this grade sheet 0 2** |
| **Complete 0 1 2**  |  |

**TOTAL Unit 4 POINTS (24)** \_\_\_\_\_\_\_ X 10 = \_\_\_\_\_\_\_ / 240 pts

**Unit 4 ASSIGNMENTS: YOUR INITIALS OF COMPLETION: UNIT POINTS POSSIBLE:**

* 1. **Statement of Competence (CS) IV Families**   **\_\_**\_\_\_\_\_\_\_\_\_\_ **0 1 2 (attach)**

* See CDA portfolio guide pg 18 & 2 for these writing prompts and help.
* Use the Unit 4 study guide notes
	1. **Resource Collection (RC) IV** **\_\_\_\_\_\_\_\_\_\_\_\_**  **0 1 2 (attach)**
* See CDA portfolio guide pg 19 & 2 for the resource details:

 ***Family resource guide for:***

* ***family counseling***
* ***translation services***
* ***children with disabilities***
* ***3 articles on developing, learning, and guiding children*** *(website and a brief description ONLY)*

 *\*\*CDA people will eventually print the articles off and put them in their portfolio\*\**

1. **Resource Paragraph (RP/CS) IV \_\_\_\_\_\_\_\_\_\_\_\_\_\_ 0 1 2 (attach)**
* See CDA portfolio guide pgs 18 & 2 for the paragraph topics details:
* ***Keeping families aware of center occurrences***
* ***Awareness of child’s home life***
* **\*\*Family Questionnaire** (CDA pg 18) ***will NOT be done until right before******you CDA observation***. Leave this blank until further information is given to you.
1. **Statement of Competence (SC) V** **Program Management** \_\_\_\_\_\_\_\_\_\_\_\_ **0 1 2 (attach)**

* See CDA portfolio guide pgs 20 & 2 for these writing prompts and help.
* See Unit 4 study guide notes

1. **Resource Collection (RC) V** **\_\_\_\_\_\_\_\_\_\_\_\_\_**  **0 2**
* See CDA portfolio guide pgs 20-21 & 2 for the resource details:

 ***Where are these forms located in the center?*** *\*\*CDA people will need one of each for the CDA portfolio.*

|  |  |
| --- | --- |
| * ***Accident report***
 |  |
| * ***Emergency form***
 |  |

* ***Completed observation form (leave the child’s name off of it)* \_\_\_\_\_\_\_\_\_\_\_\_\_** **0 2**

|  |
| --- |
| **Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Activity/location:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| What are you observing?  | ***What does this tell you?*** |
| ***What will you do with this information to develop the child?***  |

1. **Resource Paragraph (RP/CS) V \_\_\_\_\_\_\_\_\_\_\_\_ 0 1 2 (attach)**
* See CDA portfolio guide pg 20 & 2 for the paragraph topics details:
* ***Observations as a tool***

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Period: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Due: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Unit #5 Guide**

1. You will have **FOUR class periods** to complete each task on the unit list
2. You will approve and sign off your own tasks as you complete them.
3. This unit may need extra effort beyond class time!!!!

**Unit 5 ASSIGNMENTS: YOUR INITIALS OF COMPLETION: UNIT POINTS POSSIBLE:**

* 1. **Study Guide Notes in workbook (I know this information for the state test)**  **0 1 2 (initials)**
* **Supervision and Security (pg 22-23) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Personnel (pg 23-24) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**State Test Review Sheet**

 **I will do this before the 2nd / 4th quarter state test, bring it with me the day of the state test, and be prepared to turn it in the day of the ECE B state test which is on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.**

1. **I read and understand my responsibilities above for the state test.** \_\_\_\_\_\_\_\_\_\_ **0 2 (initials)**



**Unit 5 ASSIGNMENTS: YOUR INITIALS OF COMPLETION: UNIT POINTS POSSIBLE:**

1. **Statement of Competence (CS) VI** **Professionalism**  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **0 1 2 (attach)**

* See CDA portfolio guide pgs 22 & 2 for these writing prompts and help.
* See Unit 5 study guide notes
1. **Resource Collection (RC) VI** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **0 2 (initial that you know this)**

***We covered this information in our notes.***

***\*\*CDA track will need to use the CDA Guide packet to find and print off this information.***

CDA Track

* See CDA portfolio guide pgs 22-23 & 2 for the resource details:
* ***Child Care regulating***
* ***Personnel qualification requirements***
* ***Ratio requirements***
* ***Early Childhood Associations***
* ***Reporting Child abuse and neglect***
1. **Resource Paragraph (RP/CS) VI \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 0 1 2 (attach )**
* See CDA portfolio guide pg 22 & 2 for the paragraph topics details:
* ***Early childhood professional***
* ***Indicators of professionalism.***

Extra credit

1. **Professional Philosophy Statement 1 2 3 (attach )**

***\*\*CDA track will need to use the CDA Guide packet to complete this statement for the final portfolio***

* See CDA portfolio guide pg 24 for the details
1. **Extra Credit Coupons \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **(separate)**

1. ***Cuddle Critters* to be donated to children in abuse shelters, homeless shelters, and to the local police to give to children.**
2. **End Result \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ / 6**

|  |  |
| --- | --- |
| **On time or with a late pass 0 2**  | **In the correct order of this grade sheet 0 2** |
| **Complete 0 1 2**  |  |

**TOTAL Unit 5 POINTS (16)** \_\_\_\_\_\_\_ X 10 = \_\_\_\_\_\_\_ / 160 pts