

Assistant Teacher: _____

Training	Date Complete	A	S	O	N	D	J	F	M	A	M	J	J
Standards for Four-Year-Olds													
How to Administer the Florida VPK Assessment													
Emergent Literacy for VPK Instructors													
Language and Vocabulary in the VPK Classroom													
Integrating the Standards: Phonological Awareness													
VPK Assessment Instruction Implications for POP													
Initial months that director/supervisor remained constant.	N/A												

REQUIRED STAFF DEVELOPMENT ACTIVITIES (PRIOR TO PROGRAM YEAR)

Purchase and/or print the Standards for 4 year olds for use in lesson planning and instruction.

- Manual available in each classroom
- Language development and phonological awareness standards/benchmarks on classroom lesson plans

Verified by: _____ Date: _____

Review and print out applicable sample lesson plans related to language development and phonological awareness, provided by the Florida Department of Education.

- Printed sample lesson plans
- Weekly lesson plans that include sample lesson plans, as appropriate

Verified by: _____ Date: _____

REQUIRED STAFF DEVELOPMENT ACTIVITIES (MONTH AFTER AP1, AP2, AND AP3 OF THE VPK ASSESSMENT)

Site director/supervisor meets with teaching staff at least once to discuss results of VPK assessment by class.

- Calendar indicating meeting(s)
- Printed child and classroom-level reports for the appropriate assessment period
- Lesson plans that reflect next steps for teaching, based upon the class VPK assessment data

	A	S	O	N	D	J	F	M	A	M	J	J
Discuss what the language/vocabulary and phonological awareness results mean for each child and each classroom.												
Refer to Standard for 4 year olds, sample lesson plans, and other appropriate curriculum materials in developing lesson plans												
Small group plans and individual child attention should be based on VPK Assessment results.												

RECOMMENDED STAFF DEVELOPMENT TRAININGS

	Director	Lead Teacher	Assistant Teacher
English Language Learners in the VPK Classroom (online)			
Attend PA and LD sessions at early childhood conferences			
Other DOE-developed trainings			
Other VPK regional facilitator-developed trainings			
Other early learning coalition-developed trainings			

RECOMMENDED STAFF DEVELOPMENT ACTIVITIES

	Director	Lead Teacher	Assistant Teacher
Attend meetings for POP led by the VPK regional facilitator or early learning coalition.			
Determine if there is another VPK program that would provide mentoring.			
Take part in any available supports through VPK Regional Facilitator.			
Take part in any available supports through the local early learning coalition.			
Read professional journal articles to enhance knowledge and practice. Discuss as a group.			
Determine if staff would benefit from membership in early childhood professional organization or groups within the community.			
Determine if staff would benefit from membership in state or national early childhood professional organization or groups.			