

## Preschool Parent Baseline Assessment Procedures

Head Start Performance Standard	ECEAP Performance Standard
<a href="#"><u>1302.34</u></a>	<a href="#"><u>IC-4</u></a>

### Purpose

The Parent Baseline Assessment (PBA) is an opportunity for teachers to partner with families, recognize their role as their child’s lifelong educator and encouraging families to engage in their child’s education. By collaborating to complete the PBA, families have an opportunity to share information about their children and teachers gain valuable insight to better understand the developmental levels and guides curriculum planning and individualized instruction of children entering the classrooms.

### Procedure

Teachers and families will complete the PBA together for all children at their initial contact conference. Each conference, staff and family will review and update PBA to reflect any necessary changes. Teachers will add the date to the PBA when reviewing the document and maintain this document for the entire enrollment year.

Complete PBA at Initial Contact Conference with family	Revisit PBA at Fall Conference with family	Revisit PBA at Winter Conference with family	Full Year ONLY Revisit PBA at Spring Conference with family
Use the information to support Fall Assessment data	Use the information to support Winter Assessment data	Use the information to support Spring Assessment data	Use the information to support Summer Assessment data

After conferences, teachers will assess the items on the PBA according to levels in TSG for the current assessment period. The answers given by the family will determine the rating for these objectives and dimensions on the assessment tool as this is a collaborative process. Please note the TSG objective/dimension number is listed alongside each question on the assessment form.

Each PBA question includes several skill levels. When revisiting the PBA during conferences, teachers could begin the conversation by saying “Last time we met, you shared...We notice at school your child consistently shows...Are you seeing this at home too?” This way you are building skills across the school year and not starting over each time.

### Documenting PBA in TSG

When adding PBA observations into TSG, use the Add Notes box. Select Parent Observation and type the following “Parent input into assessment.” At the end of the year or child enrollment, upload the completed baseline to Education Attachments. The form aligns to TSG developmental domains. Next, select the objective number(s) that are to be rated. Assign a level (score based on the parent rating using TSG (Objectives for Development and Learning)).