



GOLD[®] Checkpoint Calendar

For All Program Types

This is a suggested checkpoint timeline for programs participating in a Bright & Early ND and using GOLD[®] through the MyTeachingStrategies[™] platform.

Checkpoint Period	Documentation Window	Assessment Window	Checkpoint Due Date
Fall (9/1-11/30)	9/1-11/14	11/15-11/30	11/30
Winter (12/1-2/28)	12/1-2/28	2/14-2/28	2/28
Spring (3/1-5/31)	3/1-5/15	5/16-5/31	5/31
Summer (6/1-8/31)	6/1-8/14	8/15-8/31	8/31

SEPTEMBER							OCTOBER							NOVEMBER						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
			1	2	3	4						1	2		1	2	3	4	5	6
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30				
							31													
DECEMBER							JANUARY							FEBRUARY						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
			1	2	3	4							1			1	2	3	4	5
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26
26	27	28	29	30	31		23	24	25	26	27	28	29	27	28					
							30	31												
MARCH							APRIL							MAY						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
		1	2	3	4	5						1	2	1	2	3	4	5	6	7
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28
27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				

Generate Assessment Status Report

Definitions

Checkpoint Period

Bright & Early ND implements four yearly checkpoint periods (Fall, Winter, Spring, and Summer*). A checkpoint period is the timeframe where programs will plan, observe, document and assess children's development and learning. Programs will be expected to continually complete checkpoints throughout the entire three-year Quality Rating period.

** Please note, the summer checkpoint period is optional for Bright & Early ND programs.*

Documentation Window

During this window, Teachers and Caregivers will observe, document, and assign preliminary levels. Preliminary levels are not final checkpoint decisions; those will be made at the end of the checkpoint period.



The **Documentation Status Report** will help you see, at a glance, where you may need more information to plan activities and observations. This will help you to know who you have not observed for specific objectives and dimensions. This report should be generated before the assessment window to ensure that there is sufficient documentation to make the checkpoint decision.

Assessment Window

The assessment window is the last two weeks of the checkpoint period. This is where Teachers or Caregivers will make their final assessment by assigning a level for each objective. This will mark the checkpoint as completed and programs must select finalize by the checkpoint due date.



The **Assessment Status Report** will tell you how far you have progressed in completing the assessment for a checkpoint period. Continue to generate this report throughout the assessment window until all status bars are colored green.

This report should be generated on a regular basis starting two weeks before the checkpoint due date. This will allow you to monitor your programs' progress as they complete the checkpoint.

Special Situations

Using 'Not Yet' and 'Not Observed' Levels

Selecting the 'Not Yet' level as a preliminary level or checkpoint rating indicates that a child is not yet demonstrating the knowledge, skills, and abilities for a particular objective/dimension. 'Not Yet' is a level along each progression, and any checkpoint ratings of 'Not Yet' will factor into a child's outcomes reporting.

Selecting 'Not Observed' while completing checkpoint ratings indicates that a child was not in your classroom long enough during the checkpoint period to accurately assess their knowledge, skills, and abilities for a particular objective/dimension.

Note: You should only use 'Not Observed' in rare circumstances. For instance, a child may have been in the program for only a few weeks or has had significant absences during the checkpoint period. Selecting 'Not Observed' for too many objectives/dimensions for a child record will prevent that child record from appearing in outcomes reports such as the Snapshot Report, the Snapshot (Birth Through Third Grade) Report, the Comparative Report, and the Growth (Birth Through Third Grade) Report.