

Teacher Gold Online Assessment Monthly Job Targets

Job Target	August	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June	July
Teachers new to GOLD -- complete GOLD online Professional Development modules by September 30.	x	x										
Teachers who have used GOLD for one year -- complete GOLD Inter-rater Reliability certification by December 31.	X	X	X	X	x							
Archive children who are not returning this year. (Who does this in your in district?)	x										x	
Add new children and complete the home language survey. Home language survey to be completed for 3-5 yr. old children. Not intended for children B-3.	x											
Update the home language survey and color band for children who are returning (for 3-5 classrooms only). If a child is going to kindergarten next year, they are blue. All other children ages 3-5 are green.	x	x										
Begin to observe.... collect evidence/documentation on children. Create a schedule of who you will observe and when.	x	x	x	x	x	x	x	x	x	x	x	x
Enter documentation, attach objectives and select preliminary levels/ markings.	x	x	x	x	x	x	x	x	x	x	x	x
Use the Documentation by Objective and Dimension report under the Documentation tab. This report will help you see at a glance where you may need to plan experiences and focus observations.	x	x	x	x	x	x	x	x	x	x	x	x
Use the Classroom Profile Report under the Reports Tab to inform and support your planning for small and large group activities as well as activities for individual children.	x	x	x	x	x	x	x	x	x	x	x	x
Finalize Assessment Data. You have several options on how to finalize....by area, child or multiple children.			x				x			x		
Generate a Snapshot Report and/or use the interactive reports to gain an understanding of whether the skills of the children in your classroom are meeting widely held expectations. Use the information to inform planning, needed changes in the environment or schedule.				x				x			x	

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Under the Communication Tab and Reports Tab there are several reports to choose from that you can use to communicate with families about their child's development and learning. Your program administrator will identify which report to use.				x				x			x	
When a child on an IEP/IFSP exits the program, finalize the checkpoint data and send a notification to the online manager to exit the child.	X	X	X	X	X	X	X	X	X	X	X	X

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