

**Data Collection Calendar**

Teachers print your documentation status report bi-weekly to stay up-to-date on all students for which you have collected evidence. Coaches do a weekly check to ensure listed documentation for the week are in the system and address concern(s) in a supportive and effective manner.

Day 1 Day 2 Day 3 Day 4 Day 5

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| --- | --- | --- | --- | --- | --- |
| **Week 1 Date:** | **1a, 2c** | **8a, 9b** | **1c, 3a** | **3b, 11c** | **13** |
| **Week 2 Date:** | **18 a & c** | **1b, 2a** | **8b, 12b** | **2b, 14b** | **9a, 11d** |
| **Weeks 3 and 8 Dates:** | **11e, 14a** | **9c, 12a** | **2d, 10b** | **9d, 10a** | **11 a & b** |
| **Weeks 4 and 9 Dates:** | **Make up day** | **17a &b** | **19a** | **18a** |  |
| **Weeks 5 and 10 Dates:** | **Make up day** | **Make up day** | **Make up day** | **Make up day** | **Make up day** |
| **Weeks 6 and 11 Dates:** | **Make up day** | **Make up day** | **Make up day** | **Make up day** | **Make up day** |
| **Weeks 7 and 12 Dates:** | **Make up day** | **Make up day** | **Make up day** | **Make up day** | **Make up day** |
| **\*4-year-old: all 3-year-old: all 2-year-old: all** |

WEEK 13 IS THE WEEK TO FINALIZE CHECKPOINTS

**DATES TO REMEMBER:**

**FALL PERIOD**: **August 10th to November 6th, 2020** with checkpoint deadline on **November 13th, 2020**

**WINTER PERIOD**: **November 23rd to February 26th, 2021** with checkpoint deadline on **March 5th, 2021**

**SPRING PERIOD**: **March 8th to June 4th, 2021** with checkpoint deadline on **June 11th, 2021**

**SUMMER PERIOD**: **June 14th to July 30th, 2021** with checkpoint deadline on **August 6th, 2021**

* At least one (1) form of documentation is required to be submitted in TSG for each objective, per child for each checkpoint period (Fall, Winter, Spring, and Summer). This calendar is a guide to assist with collecting classroom documentation, make modifications as needed.