

Spark Data Collection Checklist (Pilot of Spark Monitoring - April 2018)



Program License #: _____
 Program Name: _____
 Start Time: _____ End Time: _____ OR Extra time it took: _____
 For post-visit survey:
 Name of provider: _____ Language: _____
 Contact Preference:
 E-mail address: _____ OR
 Phone number: (____) _____ Best time to call: _____

Date of Visit: _____
 Licensing Specialist Name: _____
 Type of Visit:
 Announced/Renewal
 Unannounced/Monitoring
 Classroom: _____
 Age Group: _____

Standard LD3 - The program provides an appropriate indoor environment that supports children’s learning and development and is accessible to all children enrolled in the program.

Can you observe these attributes about the indoor environment?	Abundantly Present	Present	Present but Lacking	Not Present	Did not observe - N/A	Notes
<input type="checkbox"/> is divided or arranged into interest or play areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> can be arranged into quiet and active play areas as needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> has a place for children to spend time by themselves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> allows children and adults to move around freely (uncluttered)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> has enough room for equipment needed by children with disabilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Can you observe these attributes about displays of materials?	Abundantly Present	Present	Present but Lacking	Not Present	Did not observe - N/A	
<input type="checkbox"/> are at child’s eye level (s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> reflect current activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> are age appropriate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

<input type="checkbox"/> reflect a majority of child generated (not commercially- or adult-created) materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Displays, continued...	Abundantly Present	Present	Present but Lacking	Not Present	Did not observe - N/A	Notes
<input type="checkbox"/> contain some three-dimensional items (for example, sculptures, textured collages, popsicle stick art, mobile)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> provide opportunities for self-direction and choice	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Narrative section: notes regarding why and/or how the licensor arrived at their decision						

Standard LD6 - The program uses materials that support children's learning and development.						
Can you observe the following about diversity represented in the program's materials or displays?	Abundantly Present	Present	Present but Lacking	Not Present	Did not observe - N/A	Notes
<input type="checkbox"/> represent various ages, genders, various abilities, cultures, ethnic groups, races, and community	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> are not stereotypical	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> show similarities in day-to-day routines and activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> include written materials in the children's home language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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Standard LD5 - The program provides an appropriate and well-maintained outdoor gross motor area with equipment that is accessible to all children in the program.						
Can you observe these attributes in the outdoor physical space?	Abundantly Present	Present	Present but Lacking	Not Present	Did not observe - N/A	Notes
<input type="checkbox"/> addresses a variety of skills (for example, climbing, balancing, throwing, catching, pedaling, and steering)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> is appropriate for the ages and abilities of all children in the program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Can you observe these attributes about portable gross motor equipment? (for example, balls, sports equipment, tricycles, jump ropes, hula hoops, etc.).	Abundantly Present	Present	Present but Lacking	Not Present	Did not observe - N/A	
<input type="checkbox"/> they are present	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Can you observe the following about the indoor gross motor space when weather doesn't permit going outdoors?	Abundantly Present	Present	Present but Lacking	Not Present	Did not observe - N/A	
<input type="checkbox"/> there is adequate space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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Pilot Version

Standard LD7 - The program uses planned curriculum activities that support children's learning and development.					
Can you observe the following?	Present	Present but Lacking	Not Present	Did not observe - N/A	Notes
<input type="checkbox"/> adaptations that allow each child, including those with disabilities, to participate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> activities designed to promote understanding of cultures represented in the program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> opportunities for children to use books independently	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> reading by adults to groups of children daily	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> opportunities for children to use writing materials	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> activities that promote understanding of cultures beyond those represented in the program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> activities that address content areas (math, science, social studies, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> adults reading one-on-one with children daily	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> adults writing what children say and taking dictation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> interactions with persons who are culturally or linguistically diverse (these can be program staff, parents, or community members invited into the program)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> some activities in each child's home language such as singing or storytelling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
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Standard LD8 - The program uses daily routines that support children's learning and development.					
Can you observe the following about routines?	Present	Present but Lacking	Not Present	Did not observe - N/A	Notes
<input type="checkbox"/> child-initiated activities balanced with adult-directed activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> one-on-one activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> activities that are done in small groups of children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> daily planned activities for outdoor play or similar activities indoors when weather or air quality does not permit outdoor play	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> whole-group activities (gatherings such as circle time) that are held for short periods of time, appropriate for the age and individual needs of children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> many opportunities for children to be part of self-selected small groups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> extended blocks of time for children to engage in sustained interactions and explorations with adults and peers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> few whole-group transitions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> minimal waiting time	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> planning for outdoor activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Narrative section: notes regarding why and/or how the licensor arrived at their decision					

Standard LD11 - The program facilitates and supports appropriate adult-child interactions in the areas of: social and emotional support; organization and management of children's behavior; and instructional support.

Can you observe these interactions from adults?	Present	Present but Lacking	Not Present	Did not observe - N/A	Notes
<input type="checkbox"/> use open-ended questions to engage in frequent conversations with children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> be in close physical proximity to children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> join children's activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> use positive comments and encouragement with children	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> acknowledge and validate children's emotions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> focus interactions on children's activities and interests	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> provide feedback on children's ideas, comments, and work	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> use repetition and extension	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> use self-talk and parallel talk	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/> use scaffolding to help children understand concepts, answer questions, or complete activities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Narrative section: notes regarding why and/or how the licensor arrived at their decision

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Standard FP1 - The program uses family input and feedback to guide program planning and policy decisions.					
Can you observe this in the program?	Present	Present but Lacking	Not Present	Did not observe - N/A	Notes
<input type="checkbox"/> the program is surveying families annually (ask to see a copy of their most recent survey)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Narrative section: notes regarding why and/or how the licensor arrived at their decision					

Standard FP4 - The program provides support and information to assist families in meeting their child's needs and goals						
Can you observe this in the program?	Abundantly Present	Present	Present but Lacking	Not Present	Did not observe - N/A	Notes
<input type="checkbox"/> the program provides current information for families about educational opportunities available in the community. Ask to see a copy of their available educational opportunities if not obvious (for example: newsletters, bulletin board, poster, flyer, factsheet, website, or other communication)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Narrative section: notes regarding why and/or how the licensor arrived at their decision						



Instructions for licensing specialist:

E-mail this completed form to: Nathan Winegardner at winegardnern@wou.edu. For questions, call (503) 838-9261.