



**New Mexico PreK Observational Assessment Process  
Calendar of Implementation**

*Programs should identify **their** collection dates using the form below.*

Submission Cycle #     of    

<b>Collection Period</b>	<b>Completed Quick Look Documentation</b>	<b>Completed Portfolio Documentation</b>	<b>Sharing with Consultants</b>	<b>Sharing with Families</b>	<b>Reporting to State</b>
1: <u>Week 1</u>	None – get to know the children	None – get to know the children	None	Ongoing	None
2: <u>Weeks 2 &amp; 3</u>	EI’s #2.2a, 2.2b, #5.1, & #5.3a, #5.3b	Begin to collect portfolio documentation on any of 4 EI’s: #7.2, #8.3, #11.3, #14.1 (with #'s 6.1, 17.4, 20.1, 20.2, 25.3 & 27.1 embedded) & EI #13.1 documentation	Any documentation completed	Ongoing	None
3: <u>Weeks 4, 5 &amp; 6</u>	EI’s #7.1, #7.4, #9.2, #10.1, #1.1 & #1.2	<b>Approximately 50% of portfolio documentation on EI’s above</b>	<b>Approximately 50% of portfolios complete and completed Quick Looks</b>	Ongoing	None
4: <u>Weeks 7 &amp; 8</u>	EI’s #12.1, #14.3, #19.1, #23.2 & #24.2	Continue to complete remaining portfolio documentation	Any documentation completed	Ongoing	None
5: <u>Week 9</u>	None or finish up above	Complete 100% of portfolio documentation	All portfolios completed and completed Quick Looks	Family/Teacher Conferences in alignment with submission deadline	Report rubric ratings online by submission deadline: