

# Comprehensive Professional Development Plan for the Early Learning Assessment and Kindergarten Readiness Assessment

## Table of Contents

Professional Development Overview ..... 1

    Training Format ..... 1

    Early Learning Assessment Training Offerings ..... 2

    Kindergarten Readiness Assessment ..... 5

Roles and Training Sequence ..... 8

Train-the-Trainer Approach ..... 9

    Trainer Qualifications ..... 9

    Training Materials ..... 9

Inventory of Existing Professional Development Content ..... 10

## Professional Development Overview

The Johns Hopkins University Center for Technology in Education (JHU CTE) will provide a comprehensive training approach for educators, trainers, data managers, and administrators. JHU CTE brings expertise in developing and delivering professional development that aligns with key principles of adult learning theory. Professional development materials are interactive, hands-on, highly rated by participants, and designed to provide participants with opportunities for practice and reflection.

## Training Format

Training offerings are available in a variety of delivery formats as described below:

- Synchronous – all training content is delivered by trainers in a live setting (in-person or virtual)
- Asynchronous – all training content is delivered through self-paced online modules that individuals complete on their own
- Blended – training content is delivered through a mix of live instruction and self-paced online modules

The training format(s) available for each training offering is indicated in the next section.













## Roles and Training Sequence

JHU CTE provides professional development for the range of roles involved in the implementation of the ELA and KRA. The table below provides a description of the roles and the sequence of training recommended for individuals fulfilling those roles.

Role	Description	Training Sequence	
		ELA	KRA
New Teachers	Teachers administer the assessments to students. Educators who have not yet been trained on the assessment are referred to as "New Teachers." This means they have yet to be certified to administer the assessment.	<ol style="list-style-type: none"> <li>1. ELA Essentials Training *</li> <li>2. ELA Data &amp; Reports Training for Teachers</li> </ol> <p>* The minimum requirement for educators to administer the Early Learning Assessment with fidelity is to complete the ELA Essentials Training and successfully pass the culminating assessments: Content Assessment and Simulation Exercise.</p>	<ol style="list-style-type: none"> <li>1. KRA Teacher Training *</li> <li>2. KRA Data &amp; Reports Training for Teachers</li> </ol> <p>* The minimum requirement for educators to administer the Kindergarten Readiness Assessment with fidelity is to complete the KRA Teacher Training and successfully pass the culminating assessments: Content Assessment and Simulation Exercise.</p>
Returning Teachers	Teachers administer the assessments to students. Certified teachers who have previously completed the assessment training and have administered the assessment are referred to as "Returning Trainers."	<ol style="list-style-type: none"> <li>1. ELA Refresher Training (completed annually)</li> <li>2. ELA Data &amp; Reports Training for Teachers (at least once and as needed)</li> </ol>	<ol style="list-style-type: none"> <li>1. KRA Refresher Training for Teachers (completed annually)</li> <li>2. KRA Data &amp; Reports Training for Teachers (at least once and as needed)</li> </ol>
New Trainers	Trainers prepare and certify teachers to administer the assessment. Trainers who have not yet gone through a Training-of-Trainers are referred to as "New Teachers." This means they have yet to be certified to train teachers on the assessment.	<ol style="list-style-type: none"> <li>1. ELA Essentials Training</li> <li>2. ELA Training-of-Trainers</li> <li>3. ELA Data &amp; Reports Training for Teachers (as needed to support teachers)</li> </ol>	<ol style="list-style-type: none"> <li>1. KRA Training-of-Trainers</li> <li>2. KRA Data &amp; Reports Training for Teachers (as needed to support teachers)</li> </ol>
Returning Trainers	Trainers prepare and certify teachers to administer the assessment. Certified trainers who have previously completed the assessment's Training-of-Trainers and have delivered trainings to teachers are referred to as "Returning Trainers."	<ol style="list-style-type: none"> <li>1. ELA Refresher Webinar for Trainers (completed annually)</li> <li>2. ELA Refresher Training (completed annually)</li> <li>3. ELA Data &amp; Reports Training for Teachers (as needed to support teachers)</li> </ol>	<ol style="list-style-type: none"> <li>1. KRA Refresher Training for Trainers (completed annually)</li> <li>2. KRA Data &amp; Reports Training for Teachers (as needed to support teachers)</li> </ol>
Administrators	Principals and school administrators support the implementation of the assessment in their building. They have access to building level data for the assessment. District administrators have access to district level of data for the assessment.	<ol style="list-style-type: none"> <li>1. ELA Data &amp; Reports Training for Administrators</li> </ol>	<ol style="list-style-type: none"> <li>1. Kindergarten Readiness Assessment Implementation Webinar for Administrators</li> <li>2. KRA Data &amp; Reports Training for Administrators</li> </ol>



Role	Description	Training Sequence	
		ELA	KRA
Data Managers	Data managers create user accounts and load teacher, student, and enrollment data into the KReady Online system.	1. ELA Data Manager Training (at least once and as needed)	1. KRA Data Manager Training (at least once and as needed)

## Train-the-Trainer Approach

The ELA and KRA professional development utilizes a train-the-trainer approach for large scale training of educators. JHU CTE prepares and certifies trainers to deliver the assessment trainings and provides all necessary training materials and resources. Trainers play a critical role in the successful implementation of the assessments by educators. They are key to ensuring that educators have the knowledge and skills to administer the assessment with reliability so their data is useful for decision-making.

## Trainer Qualifications

The table below indicates the minimum requirements for trainers to become certified to deliver training content to educators.

Early Learning Assessment	Kindergarten Readiness Assessment
Minimum requirements to become an ELA-certified trainer: <ul style="list-style-type: none"> <li>• Complete the ELA Essentials Training</li> <li>• Complete ELA Training-of-Trainers</li> <li>• Successfully pass the ELA Content Assessment and Simulation Exercise</li> <li>• Complete the ELA Refresher Training annually after becoming certified</li> </ul>	Minimum requirements to become an KRA-certified trainer: <ul style="list-style-type: none"> <li>• Complete the KRA Training-of-Trainers</li> <li>• Successfully pass the KRA Content Assessment and Simulation Exercise</li> <li>• Complete the KRA Refresher Training annually after becoming certified</li> </ul>

## Training Materials

JHU CTE develops and provides training materials for all training offerings. Access to teacher training materials are provided through a “Trainer Site” in the KReady Online Professional Development portal. The training package for certified trainers delivering teacher trainings will include the following components:

- Training Implementation Guides – Step-by-step guidance with logistics for conducting teacher trainings in various delivery formats.
- Online Training Modules – Access to online training modules that can be used as part of the training or as reference for teachers.
- Training Slide Decks – Presentation slides with scripts and facilitator notes
- Training Workbooks – Fillable PDFs that teachers can download/print and use as they go through the teacher training
- Training Facilitator Guide – Comprehensive guide for trainers that includes fidelity checklists, scripts, answer keys, and tips for coaching and supporting teachers

