



First 5 California CARES Plus Program

Dear Director/Owner:

This is to inform you that I have been selected to participate in a year-long, one-on-one coaching-based training called MyTeachingPartner™ (MTP™). When I enrolled in CARES Plus, you signed a form authorizing me to participate in this program if I were to be selected.

As a participant, I am required to videotape 30-minute segments of classroom activities every two weeks. These videotapes will be shared only with my trained MTP coach, and will be used to provide me with professional development feedback and identify areas where I can improve my daily interactions with children.

In addition, I will be required to videotape a two-hour segment of normal classroom activities twice during the year as part of the First 5 California evaluation of the CARES Plus program. The fall observation must be completed and returned to the state-trained CLASS® observer no later than **October 15, 2015**. The spring videotaped observation must be completed and returned to the state-trained CLASS observer no later than **May 15, 2016**.

The evaluation videos will not be viewed or shared by anyone except a trained CLASS observer. The results of these observations will be used only in the First 5 California evaluation of the CARES Plus program. Confidential security measures are in place to prevent unauthorized access or use of the data collected during the videotaped segments for coaching and evaluation.

I will post a copy of the **Parent Notification of MyTeachingPartner™ (MTP™) Videotaping** form in the classroom at least five days prior to the first videotaping date to inform parents of the video recording. I will make sure the notification is posted throughout the year.

Please let me know if you have any questions. Additional information regarding this requirement is posted on the First 5 California website at <http://www.cfc.ca.gov>, or you may contact the local CARES Plus Administrator for our county.

Sincerely,

CARES Plus Participant