



First 5 California CARES Plus Program

Frequently Asked Questions (FAQs) for MyTeachingPartner™ (MTP™) Participants CLASSroom Assessment and Scoring System® (CLASS®) Observations

Below are responses to a series of questions about how to manage unexpected classroom and scheduling issues and ways to troubleshoot technical problems that sometimes arise during videotaping the fall and spring two-hour observation video. If you need additional help, please contact your MTP coach.

Classroom and Scheduling Issues

1. What happens if I can't film during the assigned week (for example, due to field trips, picture day, or special celebrations)?

Please videotape your classroom as soon as you can, but videotape on a day that is typical for your classroom. If there are special activities planned during the day of videotaping, wait until another day to videotape.

2. What if there's a fire drill during filming?

If you know a fire drill is scheduled, please schedule videotaping for a different day. If a fire drill happens unexpectedly, please videotape again another day.

3. Should I tape if there is a substitute, teacher assistant, or other adult leading the activity?

No. The main focus is on you, the CARES Plus participant, so please videotape when you are leading the activities. It is acceptable to include other adults in the videotape, as long as you are leading the activities the majority of the time.

4. What do I do if something that happens during the videotape ends up not being typical of my classroom?

If an unexpected event happens that lasts 5 minutes or more, such as an unannounced visitor, please videotape again on another day. If the incident is brief (less than 5 minutes), continue taping. If you have a difficult day because the children are misbehaving or you aren't at your best, please go ahead and send us the videotape without re-recording. All classrooms have good and bad days. Remember, the purpose of these videos is to get a snapshot of a typical day, not just your best day.

5. What do I do if several children are absent on the day I planned to videotape?

If one or two children are absent, go ahead and videotape. However, if many children are absent and you think it changes the feel of the classroom, please wait and videotape when the majority of children are present.



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6. What if I don't conduct circle time first thing in the day (e.g., small group comes first, breakfast, etc.)?

We want to capture a typical day in your classroom, so please start videotaping as soon as the majority of children have arrived (usually between 8 a.m. and 9 a.m.). Your daily schedule is up to you to decide.

7. What do I do when the class transitions into a new activity, or I need to move around the room?

Please move the camera as needed to capture your interactions with children. Continue videotaping during transitions; transitions provide valuable information about your classroom, just like circle time and free choice/center activities.

8. What do I do if the children are distracted by the camera?

Sometimes it helps to give children a chance to get used to the camera. If they seem distracted, set-up the camera and leave it in place without videotaping for a day or two. They likely will soon forget the camera is there.

9. What do I do if the children touch or move the camera?

If the incident is brief and does not impact the overall quality of the videotape, you may continue videotaping. If the incident is prolonged or you think it has interfered with the quality of the videotape, please videotape again another day.

10. Can I videotape over several days?

No. The two-hour observation video must be videotaped during a single day. Videotaping over consecutive days is unacceptable.

Responding to Parent Concerns

1. What should I tell parents if they ask about the video camera?

Explain that you are participating in the First 5 California CARES Plus program, a professional development program for early learning teachers in California. Assure parents that the videos will be confidential and will not be shared with anyone outside of the CARES Plus program. Provide parents with the enclosed one-page flyer that describes the CLASS observation tool. Explain that the videotape is one of the requirements of the First 5 California CARES Plus program and will be used for program improvement purposes only.



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2. What if a parent has indicated they do not want their child to be videotaped?

Speak with the site Director/Owner about your site's policies in order to make proper arrangements for the child. All parent requests must be addressed.

3. I videotaped in the afternoon instead of the morning. Do I need to re-do the videotaping?

Yes. Please re-do the videotaping so you capture the first two hours of the day for your classroom.

4. I forgot to say my CARES Plus Participant ID number (found on the SD card label), the date, and the time at the start of taping. Do I need to record again?

No. Please turn the camera on and record this information at the end of the video. Place a note on card envelope indicating information is at the end of the video.

Technical Problems

1. What if I have a technical problem with the camera and/or any of the related equipment, including the SD card?

Please contact Maria Guzman, CARES Plus State Coaching Project Coordinator, at CDTC at (209) 548-5733 or guzmanma@yosemite.edu.

2. What do I do if I realize after videotaping that there was a problem with the videotape (for example, it didn't videotape, the audio quality was poor, I'm not in the footage, or the camera angle didn't capture children's faces)?

If any of the above situations occur, please re-do the videotape on another day to capture the two-hour segment. When you videotape, be sure the camera is set to the correct date and time, and the display option is on. Be sure to state your CARES Plus Participant ID number, as well as the date and time at the beginning of the video.