

- The following documents will be reviewed before or during the monitoring visit. Please send these via email to Nicole.madore@maine.gov or make them available on the day of the classroom observation:
 - **Copy of daily schedule(s) for the classroom(s)**
 - **3 or more prior week's curriculum plans**
 - **List of any/all special education accommodations/modifications**
 - **Copy of your written Child Find Policy**
 - **Copy of the home language survey (if one was administered)**
 - **Copy of the district's preschool enrollment policy**
 - **Copies of all licensing credentials for teaching staff**
 - **Copies of Maine Roads to Quality registrations (Registration is available for free <http://muskie.usm.maine.edu/maineroads/registry.htm>)**
 - **Copy of most recent preschool menu (if meals are provided)**
 - **Copy of Parent Handbook**
 - **Sample student assessment data (identifying details should be removed)**
 - **Copy of PEPG model and schedule/teacher observation**
 - **Copy of Family Engagement Policy**