Maryland Preschool COS FAQ

The following resource is a working document that is designed to support your training and implementation efforts around the Maryland Preschool Child Outcomes Summary (COS) process. Should you have additional questions, we ask that you please post them in the Trainer Community Electronic Learning Community (ELC) as others may have similar questions. We will respond to questions in the ELC first, then add questions and responses to this document. Thank you for your thoughtful, intentional efforts in implementing COS!

ELC Questions

Q. Can you direct me to the Healthy Beginnings Crosswalk?
A. The crosswalk is posted in the COS Trainer Community ELC. After logging in, visit Training Materials and Resources, then visit ToT Session Materials. Under the heading COS ToT Handouts, look for the file titled, H-4.1 Healthy Beginnings CrosswalkSept 2011 (843.4KB)

Q. Where can I find the videos that were used in the ToT?
A. Closed-captioned videos are available in the Trainer Community. After logging in, visit Training Materials and Resources, then visit Teacher Training Materials. Click on Teacher Training Materials by Resource and scroll down to the list of videos.

Q. Is there a version of the ToT PPT with the videos embedded within it?
A. At this time the ToT PPT includes slides showing where the videos should be used, but not the actual videos themselves. Including the videos into the PPT will slow down file use considerably, so we suggest downloading the videos individually and playing each one as needed.

To access the ToT PPT, visit Training Materials and Resources, then visit ToT Session Materials. Under the heading COS ToT and Agenda, look for the file name: MD COS TOT 27-Feb-2015_FINAL (21.6 MB). See the question and response above to learn how to access the videos.

Training Questions

Q. It seems we will have computers available on Day 2 for teachers to complete the simulation activity, but we will not have computers available on Day 1 for completion of the pre-assessment. Is it acceptable for our teachers to complete the pre- and post-assessments on paper or does this data need to be submitted to you?
A. It is important for teachers to submit their pre-assessment data electronically. Since computers are available on the second day, we'd suggest the following modification:
   1. Ask teachers to begin the training on Day 1 by completing the hard copy version
   2. Collect teachers’ hard copy pre-assessments
   3. On the beginning of the second day, pass out their pre-assessments and ask teachers to enter their responses into the electronic pre-assessment before beginning the training content.

Q. As a trainer, how can I see who has completed the online modules and how each teacher scored on the assessment?
A. At this time, trainers will not be able to see teacher scores in the system. We encourage trainers to ask teachers to complete the assessments online and to submit paper versions of completed
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assessments directly to trainers. This will provide trainers with immediate feedback about training needs.

Q. We are planning to implement a hybrid training, meaning one that includes some face-to-face (F2F) interaction and some online work through the ELC. Is it possible for us to plan for teachers to complete Sections 6-8 of the training – Practice, Including Families, Integrating COS into the IEP Process – fully online?
A. Our recommendation is to complete these sections of the COS TOT face-to-face, with additional online discussion and follow-up as necessary. We feel strongly that participants need to engage face-to-face to complete the COS Study activity and to consider/discuss how to engage families in the COS process.

Q. We are interested in planning a hybrid training. How should we do this?
A. Specific sections lend themselves to online study, while others depend on face-to-face interaction and discussion. We recommend that Sections 6-8 of the training - Practice, Including Families, Integrating COS into the IEP Process – be completed face-to-face.

Q. When will the “COS Teacher Training” site be available for use?
A. The COS Teacher Training site should be available in late April 2015.

Q. How should the “COS Teacher Training” site be used?
A. The COS Teacher Training site is a useful resource for both trainers and teachers. Trainers may use it to refresh their COS knowledge and skills-base, or to enhance teacher trainings. The site will be useful for teachers who are reviewing the COS materials to teachers who are learning the material for the first time. Please keep in mind that this access-only site is designed to be an online resource, rather than a substitute for f2f training.

Q. Do we need to submit teachers’ names to MSDE/CTE for them to gain access to the teacher training site?
A. No, this is not necessary. In Section 10 of your COS ToT Binder you will see an orange sheet of paper titled, Maryland Preschool Child Outcomes Summary Process: Access to the Teacher Training Site. Share this with teachers and ask them to follow the directions to enroll. Contact information for Technical Support is available on this form, should it be needed, though we encourage you to review the instructions before contacting Technical Support. The electronic version of this form is also available in the online Trainer Community Site:
  • Visit “Training Materials and Resources”
  • Click on “Teacher Training Materials,” then click on “Teacher Training Materials by COS Content.”
  • Scroll down to the Teacher Training Logistics section and download the ELC Access Handout COS for Teachers document.
  • The direct link to this page is: http://olms.cte.jhu.edu//olms2/4978443

Q. How do I ensure that I have completed all of the steps [for the training]?
A. Please visit the Trainer Checklist, also referred to as the Fidelity Checklist to review the steps needed prior to training, at the start of training, during training, and following the training. Following these steps ensures fidelity of implementation. This means that the training is carried out as it was designed to ensure participants learn and experience the content.
Q. How do I ensure you have completed the assessments?
A. To ensure you have completed the assessments, login in to the ELC and visit the Teacher Training Site (Maryland Preschool Child Outcomes Summary Process). Click on Training Assessment, then click on COS Pre-Assessment and Post-Assessment. If you have completed the assessments, you will see your results with a percentage correct underneath each assessment. You may also click on each assessment to view correct and incorrect responses.

Q. Will the COS parent information be available in Spanish?
A. At this time the COS parent information is only available in English.

Q. About how long should the trainings take?
A. The COS ToT was developed as a 12-hour session, organized over 2 days. Depending on your local jurisdiction, you may wish to adapt this training schedule. It is recommended that local jurisdictions think about 12 hours of training and then organize it in a way that works well for trainers and teachers. For instance, a local jurisdiction may provide 4 afternoons for COS training. In this instance, trainers would lead a 3-hour session on each of the 4 days, and this will total the 12 hours needed to implement the training with fidelity. Please share your training formats in the ELC discussion thread: Share Your Training Schedules Here!

Q. What is the cut off score for post-test to assume competence? Or do we decide that locally?
A. At this time, there is no cut off score for post-test. However, recommended practice suggests that a passing rate of 80% indicates competency. MSDE and CTE will be reviewing post-test and simulation scores and may reach out to trainers when they, or their teachers, score lower than 80% to determine areas where more support around the COS process is needed. It is recommended that trainers request post-test scores from CTE so that they may also identify low scorers and potential trainings needs.

Q. If trainers or teachers do not receive a favorable score on the post-test, will they be given an opportunity to retake it?
A. Yes, a retake option is being developed. More information about this will be shared during the Summer of 2015.

Q. Is it possible for speech-language pathologists to receive CEU’s for participating in the COS ToT or teacher trainings?
A. Please work collaboratively at the local school system level to provide appropriate CEU’s. Questions should be directed to your local professional development office.

Q. Do we do the COS on an IEP for a 3 year old? This is not just for 4-year-olds, right?
A. The COS process should be completed for all young children, ages 3 through 5, receiving preschool special education services.

Q. I know I completed the pre and post assessments at the training. I am not sure about the COS simulator. Where would I find that to make sure that I have completed it?
A. To see your scores for the pre-assessment and the post-assessment, you’ll need to visit the page where these can be accessed. Visit the Teacher Training site, click on the heading “Training Assessment”, then click on “COS Pre-Assessment and Post-Assessment”. If you completed these and
submitted your responses, you will see a percentage correct score beside each icon. If you did not, please complete them now.

You will not be able to see your Braylon simulation scores through the site as they come directly to CTE. You will know you've completed the Braylon simulation if you click to enter the simulation, click on the clipboard icon within the simulation to view the form, and see your answer choices filled in and grayed out (so they're essentially "locked" and cannot be changed).

**IMPLEMENTATION QUESTIONS**

**Q. Where can I find resources that will help me explain COS to families?**
A. Resources that may be useful in explaining COS to families will be available in a "Bonus" section in the COS Teacher Training site that will be available in late April 2015. The following resources will be posted.

- Child Outcomes Step-by-Step Video
- Family Guide to Participating in the Child Outcomes Measurement Process
- Maryland Strengths and Needs Summary Form

There will be a space in the discussion board to share resources you are using to explain COS to families as well – please share them!

**HELPFUL ACRONYMS**

- COS- Child Outcomes Summary
- CTE – Center for Technology in Education (at Johns Hopkins University)
- ECAS – Early Childhood Accountability System
- ELA – Early Learning Assessment
- ELC – Electronic Learning Community
- FAQ – Frequently Asked Questions
- IEP – Individualized Education Program
- IFSP – Individualized Family Service Plan
- MSDE – Maryland State Department of Education
- ToT – Training-of-Trainers