







# High-Quality Prekindergarten (HQPK) Components – Checklist

This checklist is designed to be used as a guide to support local educational agencies (LEAs) in developing systems to meet all HQPK components.

Component	Requirement	Met	In Progress	Not Met
<b>Curriculum</b> 	The curriculum used in the prekindergarten program serving eligible four-year-old students aligns with the Texas Prekindergarten Guidelines (see the current <a href="#">adopted instructional materials</a> list)			
	The curriculum used in the prekindergarten program serving eligible four-year old students is appropriately coded in the annual Early Childhood Data System (ECDS) submission			
	The LEA maintains the appropriate records to document compliance with this high-quality component			
<b>Student Progress Monitoring</b> 	All four-year-old eligible students are assessed at beginning-of-year (BOY), middle-of-year (MOY), and end-of-year (EOY) using a progress monitoring tool listed on the Commissioner’s List of Approved Prekindergarten Progress Monitoring Instruments. The list can be found on <a href="#">TEA’s Data Tool Selection Guidance webpage</a> .			
	Eligible four-year-old students are assessed at BOY, MOY, and EOY in all five developmental domains: Emergent Literacy – Reading, Emergent Literacy – Writing, Emergent Literacy – Language & Communication, Health & Wellness, and Mathematics			
	BOY and EOY assessment data for the five developmental domains for all eligible four-year-old students is uploaded into ECDS annually			
	The LEA maintains the appropriate records to document compliance with this high-quality component			
<b>Teacher Qualifications</b> 	Teachers in a LEA-provided Prekindergarten classroom: Each prekindergarten teacher serving eligible four-year-old students has a current Texas certification that enables them to teach prekindergarten			
	Teachers in a Prekindergarten classroom provided by a contracted entity: Each teacher must be supervised by a person who meets the requirements under subsection (b) TEC §29.167 (b-1)			
	Each prekindergarten teacher has met one of the <a href="#">“additional qualifications”</a>			
	Each prekindergarten teacher’s unique ID and additional qualification is identified in the annual ECDS submission			
	The LEA maintains the appropriate records to document compliance with this high-quality component			

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Component	Requirement	Met	In Progress	Not Met
<b>Teacher to Student Ratio</b> 	The LEA attempts to maintain an average teacher to student ratio of 1:11 in their prekindergarten classroom(s)			
	The LEA maintains the appropriate records to document compliance with this high-quality component			
<b>Family Engagement</b> 	The LEA has developed a written Family Engagement Plan that is used to achieve and maintain high levels of family involvement and includes a primary point of contact and contact information			
	The written Family Engagement Plan contains activities, events and/or school practices that are linked to each of the six required components			
	The Family Engagement Plan is reviewed at least annually for its effectiveness in achieving positive child and family outcomes, making updates as appropriate			
	The Family Engagement Plan is posted to the LEA's website by Nov 1 each year and the link is uploaded annually into ECDS			
<b>Program Evaluation</b> 	The LEA has selected a method of evaluating its prekindergarten program			
	The LEA implements the method selected to evaluate its prekindergarten program annually			
	Data from a student progress monitoring instrument from the commissioner's list of approved pre-k instruments is reviewed as part of the program evaluation			
	The LEA has created a data driven program improvement plan based on the program evaluation to ensure all HQPK indicators are met.			
	Results of the program evaluation are reported to parents annually			
	The type of prekindergarten program evaluation is uploaded into ECDS annually			
	The LEA maintains the appropriate records to document compliance with this high-quality component			