

Partnership-Oriented Practices: Observation Checklist- Answer Key

Part 1: Developing an Initial Friendly Relationship (Beginning Ground)

	Make a check mark in the box if you observe an example
Enhanced Communication	
1. Asking families open-ended questions about the people, places, and activities that are important to them.	✓
2. Listening to families' perspectives without sharing your own opinions first.	✓
Make notes about examples of enhanced communication you observed:	
High Expectations	
3. Asking families what they see as their child's strengths and sharing your observations.	
4. Celebrating with families as the child meets milestones.	
Make notes about examples of high expectations you observed:	
Respect	
5. Listening to families with particular attention to how what families share may reflect cultural values.	✓
6. Asking how you should address members of the family.	✓
Make notes about examples of respect you observed:	

Handout 4.3

	Make a check mark in the box if you observe an example
Commitment	
7. Holding meetings at times and places suited to families' needs and availability whenever possible.	✓
Make notes about examples of commitment you observed:	
Equality	
8. Asking families' opinions about goals for the child.	
Make notes about examples of equality you observed:	
Advocacy	
9. Asking families how they have been involved in educational decision-making in the past.	
Make notes about examples of advocacy you observed:	

Handout 4.3

Part 2: Making Shared Decisions (Middle Ground)

		Make a check mark in the box if you observe an example
Enhanced Communication		
10. Incorporating into conversations with families references to stories and information that they have shared in the past to let them know that you have listened to them and taking into consideration what they have shared with you.		✓
11. Sharing your opinions with families and seeking to find common ground.		✓
Make notes about examples of enhanced communication you observed:		
High Expectations		
12. Focusing on the child's strengths and not just the child's needs.		✓
13. Giving families information about research-based interventions that have been used to help children in similar circumstances succeed.		
Make notes about examples of high expectations you observed:		
Respect		
14. Asking families what it is important to know about their culture, celebrations, and customs and showing genuine interest.		
15. Communicating about how an intervention program at the preschool is generalizing to the home setting and vice versa.		
Make notes about examples of respect you observed:		

Handout 4.3

	Make a check mark in the box if you observe an example
Commitment	
16. When addressing behavior problems, exploring with the family mutual changes, both at home and at the program, to resolve the problem.	✓
Make notes about examples of commitment you observed:	
Equality	
17. Ensuring that families have adequate time to share strategies they are using before making any decisions.	✓
Make notes about examples of equality you observed:	
Advocacy	
18. Sharing tips with families of how they can be more effective advocates.	
Make notes about examples of advocacy you observed:	

Handout 4.3

Part 3: Addressing Challenging Issues (Firm Ground)

	Make a check mark in the box if you observe an example
Enhanced Communication	
19. When discussing challenging issues with families, encouraging them to share additional family stories that relate to the challenging issue.	✓
20. When dealing with challenging issues, seeking families' input on topics when there are substantial differences that need to be openly addressed.	
Make notes about examples of enhanced communication you observed:	
High Expectations	
21. When sharing difficult news, reminding families of the family's and child's strengths that will help the child through difficult times.	✓
22. Letting families know that that the timeline for reaching some of the anticipated goals will likely take longer than expected, but that you remain firm in your belief that their child will be able to be successful in the long-run.	
Make notes about examples of high expectations you observed:	
Respect	
23. Examining how cultural differences may be contributing to differences of opinion about the child's program and discuss ways to find options that are responsive to families' cultural values.	
24. Being persistent about communicating with the family even when they have not been responsive thus far.	
Make notes about examples of respect you observed:	
Commitment	

Handout 4.3

Make a check mark in the box if you observe an example

25. Demonstrating how disagreements or differences of opinion do not interfere with your commitment to the family and child.	
Make notes about examples of commitment you observed:	
Equality	
26. Involving families in all decisions about their child (for example, the decision for referral for a comprehensive evaluation).	✓
Make notes about examples of equality you observed:	
Advocacy	
27. Sharing with families local resources for developing advocacy skills and pointing out the positive benefits of involvement.	✓
Make notes about examples of advocacy you observed:	