

Saskatchewan EDI Collection Timeline

<p>May / June</p>	<ul style="list-style-type: none"> •School Divisions decide participation in the EDI and inform Early Childhood Development (ECD) Unit (Early Learning and Child Care Branch, Ministry of Education) of their decision •School Division identifies staff who will act as EDI Coordinator for upcoming school year and communicates to ECD Unit
<p>August / September</p>	<ul style="list-style-type: none"> •School Division schedules Teacher Training Day for January
<p>October / November</p>	<ul style="list-style-type: none"> •ECD Unit provides class list database to School Division EDI Contact (Microsoft Excel format) •School Division EDI Contact updates list (usually by contacting schools) <ul style="list-style-type: none"> –Adding teacher emails, –Adding children not included on list –Assigning teachers to their students and class times •ECD Unit provides class list database (without child names and DOB) to Offord Centre at McMaster University
<p>January / February</p>	<ul style="list-style-type: none"> •School Division conducts Kindergarten teacher training •School Division sends Parent Information Letter and FAQs to schools to be distributed to parents •School Division EDI Coordinator receives Teacher Packages from Offord Centre and distributes to schools <ul style="list-style-type: none"> –CD with Teacher Training Materials –Paper copy of EDI Questionnaire –Paper copy of EDI Teacher Guide –Paper copy of School Division’s Class List as it will appear on the internet
<p>February / March</p>	<ul style="list-style-type: none"> •Teachers complete EDIs on the internet (within School Division determined time frames) •Offord Centre provides technical support to teachers
<p>April / September</p>	<ul style="list-style-type: none"> •Offord Centre cleans data, analyzes and provides reports to School Division and ECD Unit