

FLORIDA DEPARTMENT OF EDUCATION



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March 30, 2011

MEMORANDUM

TO: VPK Early Learning Coalition Contacts
VPK District Contacts
VPK Providers

FROM: Stuart Greenberg, Executive Director, Just Read, Florida! and the Office of Early Learning

RE: Florida Voluntary Prekindergarten (VPK) Assessment Ordering Process

This memo is to inform you of the ordering process for the VPK Assessment (Second Edition) Kit –including all three assessment periods (AP). In addition, individual components of the assessment kit will be available for separate purchase as replacement items. **The content of the VPK Assessment has not changed; therefore, complete kits previously purchased by providers may continue to be used for the 2011-12 administration.**

The complete VPK Assessment (Second Edition) Kit includes the following materials;

- (1) Florida Voluntary Prekindergarten (VPK) Assessment Teacher's Manual
- (1) Florida Voluntary Prekindergarten (VPK) Assessment – Assessment Booklet AP1, 2, and 3
- (20) Florida Voluntary Prekindergarten (VPK) Assessment – (AP) 1 Response Booklets
- (20) Florida Voluntary Prekindergarten (VPK) Assessment – (AP) 2 Response Booklets
- (20) Florida Voluntary Prekindergarten (VPK) Assessment – (AP) 3 Response Booklets
- (1) Florida Voluntary Prekindergarten (VPK) Assessment Administration DVD
- (1) Accurate Sound Productions for Teachers to Model DVD
- (1) Florida Voluntary Prekindergarten (VPK) Assessment Online Reporting System – Flyer

To ensure that VPK Providers are able to purchase the VPK Assessment (Second Edition) Kit and individual kit components at the best possible price, the Department will open an ordering window from April 25 - May 13, 2011 through Drummond Press. VPK Providers should use this ordering window to fill any anticipated needs (e.g., VPK Assessment Kits and/or individual kit materials) for the 2011-12 administration of the VPK Assessment. This will also allow enough time for Drummond Press, Inc. to print and ship the assessment materials to VPK Providers PRIOR to the end of the fiscal year (June 30, 2011). **ALL VPK providers MUST order during this window to receive the "Statewide Discount" (the lowest possible price for each assessment kit). PLEASE be advised that the "Statewide Discount" will not be available after the ordering window has closed.**

The “Statewide Discount” (final price for materials ordered within the ordering window) for the VPK Assessment (Second Edition) Kit and individual VPK Assessment (Second Edition) Kit materials will be determined by the total number of kits and individual assessment materials ordered statewide. The final price for each assessment kit (Table 1) and each individual assessment material (Table 2) will depend on the statewide total ordered. The assessment is designed for use as one kit per classroom (e.g., if a provider has two VPK teachers/classes, only two kits would need to be ordered.).

Table 1 Florida VPK Assessment Kit – Tiered Pricing for Statewide Discount	
Statewide Total Ordered (within the ordering window)	Unit Price
3001+ kits	\$27.69
2251-3000 kits	\$31.80
1501-2250 kits	\$36.49
751-1500 kits	\$43.91
101-750 kits	\$65.39
1-100 kits	\$83.53

Table 2 Florida VPK Assessment Kit Individual Materials – Tiered Pricing for Statewide Discount			
Item Description	Unit	Statewide Total Ordered (within the ordering window)	Unit Price
Florida Voluntary Prekindergarten (VPK) Assessment Teacher’s Manual – Second Edition	1	1001+	\$ 3.09
		751-1000	\$ 3.09
		501-750	\$ 4.53
		251-500	\$ 4.53
		1-250	\$ 4.93
Florida Voluntary Prekindergarten (VPK) Assessment – Assessment Booklet Assessment Periods 1, 2, and 3 – Second Edition	1	1001+	\$26.22
		751-1000	\$31.88
		501-750	\$48.26
		251-500	\$48.26
		1-250	\$51.93
Florida Voluntary Prekindergarten (VPK) Assessment - (AP) 1 Response Booklet – Second Edition	1-pkg of 20	1001+	\$ 1.98
		751-1000	\$ 2.40
		501-750	\$ 3.20
		251-500	\$ 3.20
		1-250	\$ 7.90
Florida Voluntary Prekindergarten (VPK) Assessment - (AP) 2 Response Booklet – Second Edition	1-pkg of 20	1001+	\$ 1.98
		751-1000	\$ 2.40
		501-750	\$ 3.20
		251-500	\$ 3.20
		1-250	\$ 7.90

Table 2 (continued)			
Florida VPK Assessment Kit Individual Materials – Tiered Pricing for Statewide Discount			
Item Description	Unit	Statewide Total Ordered (within the ordering window)	Unit Price
Florida Voluntary Prekindergarten (VPK) Assessment - (AP) 3 Response Booklet – Second Edition	1-pkg of 20	1001+	\$ 1.98
		751-1000	\$ 2.40
		501-750	\$ 3.20
		251-500	\$ 3.20
		1-250	\$ 7.90
Accurate Sound Productions for Teachers to Model DVD	1	1001+	\$ 0.87
		751-1000	\$ 0.87
		501-750	\$ 1.50
		251-500	\$ 1.50
		1-250	\$ 1.50
Florida Voluntary Prekindergarten (VPK) Assessment Administration DVD	1	1001+	\$ 0.87
		751-1000	\$ 0.87
		501-750	\$ 1.50
		251-500	\$ 1.50
		1-250	\$ 1.50

To place an order;

1. Visit – <https://www.nationsprint.com/clients/earlylearning>
2. Welcome page – Click on the “Start Order” button.
3. Login page – Enter User Name: vpkassessment
Password: vpk

Click on the “Continue On” button and follow the prompts on each page to complete the ordering process.

Paying for your order;

- Drummond Press will email each provider the total amount due and request payment after the ordering window has closed and the “Statewide Discount” has been applied to determine the final price.
- Acceptable methods of payment include; credit cards, purchasing cards, and purchase orders.

If you need assistance accessing the website, placing an order, or paying for an order, please contact Drummond Press at 1-800-247-5361 or orders@drummondpress.com.

If you have questions regarding the background and purpose of the VPK Assessment, the VPK Assessment materials or the VPK Assessment Online Reporting System, contact the Office of Early Learning at 1-866-447-1159 or via email at VPKAssessment@fldoe.org.

Thank you for investing in Florida’s children.

SG/mw

- c: Britney Birken, Agency for Workforce Innovation
 Debby Russo, Department of Children and Families
 Early Learning Coalition Executive Directors
 VPK Regional Facilitators