

STATE BOARD OF EDUCATION
Consent Item
September 29, 2014

SUBJECT: Approval of Amendment to Rule 6M-8.201, Child Enrollment Procedure for the Voluntary Prekindergarten (VPK) Education Program

PROPOSED BOARD ACTION

For Approval

AUTHORITY FOR STATE BOARD ACTION

Section 1001.213(2), Florida Statutes

EXECUTIVE SUMMARY

The Office of Early Learning administers federal and state child care funds and partners with 30 local early learning coalitions to deliver comprehensive early learning services statewide. The office oversees three programs—the School Readiness Program, the Voluntary Prekindergarten (VPK) Education Program, and Child Care Resource and Referral services. The Office of Early Learning is required to submit its proposed rules to the State Board of Education for approval.

The purpose of the proposed rule revision is to consolidate the steps for enrolling a child in the Voluntary Prekindergarten Education Program classes into a single rule. The rule addresses the process of child registration, eligibility determination and enrollment in a VPK program.

The proposed rule specifies that registration will occur through a single point of entry, either through personal means, such as a computer with internet access, or with assistance from an early learning coalition. The single point of entry for enrollment increases efficiencies in enrolling, reviewing applications and storing of applications and documentation.

Supporting Documentation Included: Proposed amendment to rule 6M-8.201, Child Enrollment Procedure for the Voluntary Prekindergarten (VPK) Education Program; Form OEL-VPK 01-SPEE (August 2014); Form OEL-VPK 01-SPES (August 2014); Form OEL-VPK 01-SPEHC (August 2014); Form OEL-VPK 06 (September 2012); Form OEL-VPK 07 (August 2014); Sections 1001.213(2), 1002.53(4), (5), 1002.75(2)(a)(b), 1002.79 and 1002.82(2)(n), Florida Statutes

Facilitator/Presenter: Shan Goff, Executive Director, Office of Early Learning

(Substantial rewording of Rule 6M-8.201 follows. See Florida Administrative Code for present text.)

6M-8.201 Child Enrollment Procedure for the Voluntary Prekindergarten (VPK) Education Program; Application; Parent Orientation Session

(1) Child registration. A parent wishing to register a child in the Voluntary Prekindergarten Education Program must complete an application and submit it through the single point of entry established under section 1002.53, Florida Statutes (F.S.), and available at the following web address: <https://vpkcp.floridaearlylearning.com/> using personal means or with assistance available at an early learning coalition. The application is available in English, Spanish and Haitian-Creole.

(a) Form OEL-VPK 01-SPEE (Single Point of Entry Student Application English), dated August 2014, is hereby incorporated by reference and is available by following the instructions at the following web address: <https://vpkcp.floridaearlylearning.com/>.

(b) Form OEL-VPK 01-SPES (Single Point of Entry Student Application Spanish), dated August 2014, is hereby incorporated by reference and is available by following the instructions at the following web address: <https://vpkcp.floridaearlylearning.com/>.

(c) Form OEL-VPK 01-SPEHC (Single Point of Entry Student Application Haitian-Creole), dated August 2014, is hereby incorporated by reference and is available by following the instructions at the following web address: <https://vpkcp.floridaearlylearning.com/>.

(2) Parent Guide and Right to Information. The Voluntary Prekindergarten Parent Guide, Form OEL-VPK 06, is hereby incorporated by reference as adopted in Rule 6M-8.2011, Florida Administrative Code (F.A.C.) is available by following the instructions at the following web address: <https://vpkcp.floridaearlylearning.com/>.

(3) Parent Handbook. The Voluntary Prekindergarten Parent Handbook, Form OEL-VPK 07 (August 2014), is hereby incorporated by reference and is available by following the instructions at the following web address: <https://vpkcp.floridaearlylearning.com/>

(4) Determining eligibility. The early learning coalition will review information submitted through the site to determine each child's eligibility.

(a) Age eligibility. The early learning coalition shall determine if a child is eligible based on the age requirement in s. 1002.53, F.S. by accepting the following documents showing the child's name and date of birth:

1. An original or certified copy of the child's birth record filed according to law with the appropriate public officer;

2. An original or certified copy of the child's certificate of baptism or other religious record of the child's birth, accompanied by an affidavit stating that the certificate is true and correct, sworn to or affirmed by the child's parent;

3. An insurance policy on the child's life which has been in force for at least two years;

4. A passport or certificate of the child's arrival in the United States;

5. An immunization record signed by a public health officer or licensed practicing physician; or

6. A valid military dependent identification card.

7. If no supporting documents listed in subparagraphs (1)(b)1.-6. above are available, a coalition may accept a parent's sworn affidavit of the child's age accompanied by a certificate of age signed by a public health officer or

physician stating that the child's age shown in the affidavit is true and correct.

(b) Residential Eligibility. To be eligible for VPK, a child must reside in Florida while attending the VPK program. The early learning coalition shall keep a record of at least one of the following supporting documents that shows the name and residential address of a parent with whom the child resides:

1. Utility bill (electric, gas, water), cable, or home phone bill;

2. Pay stub;

3. Residential rental agreement or receipt from rental payment;

4. Government-issued document (e.g., Florida driver's license, Florida identification card, property tax assessment showing a homestead exemption); or

5. Military order showing that the child's parent is a service member in the United States Armed Forces and is assigned to duty in Florida when the child attends the VPK program.

6. If no supporting documents listed in subparagraphs (2)(b)1.-5. above are available, a coalition may accept an affidavit sworn to or affirmed by the child's parent accompanied by a letter from a landlord or property owner which confirms that the child resides at the address shown in the affidavit.

7. If no supporting documents listed in subparagraphs (2)(b)1.-6. above are available for a homeless child as defined in Section 1003.01, F.S., a coalition shall document residency based on other supporting documents showing that the child is homeless and resides in Florida (e.g., letter from a homeless shelter or affidavit sworn to or affirmed by the child's parent).

(c) Eligibility for VPK Specialized Instructional Services. Eligibility for VPK Specialized Instructional Services (VPK SIS) in lieu of a traditional VPK education program, requires that the child must have a disability and a current individual educational plan (IEP) developed by the local school district. The coalition shall keep a record of the child's IEP, and ensure that the VPK Specialized Instructional Services sought are consistent with the child's IEP. Rule 6M-8.500 sets forth the requirements for participation in VPK Specialized Instructional Services.

(5) Early Learning Coalition Responsibilities.

(a) The early learning coalition will review documentation submitted via the single point of entry, determine the eligibility of each child for VPK, and manage the eligibility process through the single point of entry.

(b) When the early learning coalition has verified the eligibility of a child for VPK, and the provider has enrolled the child in their VPK program, a coalition must complete a child's enrollment in the statewide information system by recording an association between the child and the child's VPK provider.

(c) An early learning coalition shall keep the profiles of VPK providers in the coalition's geographic region current on the VPK web portal of the Child Care Information System administered by the Department of Children and Family Services at the Internet website: <http://dcfsanswrite.state.fl.us/childcare/provider>.

(d) The early learning coalition shall assist all parents who present themselves or contact the early learning coalition with available information to help the parent make informed decisions, including

1. The Voluntary Prekindergarten Parent Guide.

2. The Voluntary Prekindergarten Parent Handbook.

3. Profiles of VPK providers in the coalition's geographic region.

4. Information about different VPK program types.

(6) Enrollment. A VPK provider may only enroll a child in the VPK or VPK SIS program after the early learning coalition determines that the child is eligible for the program.

(a) The VPK provider admitting the child must submit the child's certificate of eligibility generated by the SPE system and the child's assigned VPK class, or approved VPK SIS provider as applicable, to the coalition to enroll an eligible child.

(b) For children enrolling into the VPK SIS program, an early learning coalition and VPK SIS providers will adhere to the Rule 6M-8.500, F.A.C.

(c) A coalition must allow a VPK provider to enroll a child who resides in a Florida county other than the county where the provider's VPK site is located.

(d) A VPK provider may only enroll a child with the coalition of the county where the provider's VPK site is located, regardless of the county in which the child resides.

(e) A coalition shall complete a child's enrollment in the statewide information system by recording an association between the child and the child's VPK provider.

Rulemaking Authority 1001.213(2), ~~1002.79(2)~~ FS. Law Implemented 1002.53(4),(5), 1002.75(2)(a),(b), 1002.82(2)(n) FS. History—New 1-19-06, Amended 5-24-07, Formerly 60BB-8.201, Amended _____.

VPK System Screen Shots English

Welcome

Welcome To The State Of Florida's Voluntary Prekindergarten (VPK) Registration System.

This system is used to register children for the VPK program in Florida.

If you would like more information on VPK in the state of Florida, the following guides are available:

- [Parent Handbook](#)
- [Parent Guide](#)

Your child must meet the following criteria to be eligible for the VPK program in the state of Florida:

- Child must reside in the state of Florida.
- Child must be 4 years old on or before September 1, 2014, to register for the summer program for the 2014-2015 program year.
- Child must be 4 years old on or before September 1, 2014, to register for the full school year program for the 2014-2015 program year.

If your child meets the criteria above, please click the Continue button below.

If the child you wish to register has previously participated in a Florida VPK program, please contact the [early learning coalition](#) in the county you would like to receive services.

If you want to register more than one child, you will have an opportunity to do so after the first application is complete.

Continue

Please contact your local [early learning coalition](#) for immediate assistance.

This site is best viewed with Internet Explorer.

Create New VPK Application

Welcome To The State Of Florida's Voluntary Prekindergarten (VPK) Registration System.

[Create a new VPK application](#)

The following is a list of VPK applications for members of your family.

Child Name	Confirmation Number	Status	Last Updated	Edit Application	Upload	View Application	Child Eligibility Certificate
------------	---------------------	--------	--------------	------------------	--------	------------------	-------------------------------

Child and Program Information

CHILD AND PROGRAM INFORMATION

First Name *	<input type="text"/>
Middle Name	<input type="text"/>
Last Name *	<input type="text"/>
Suffix	<input type="text"/>
Ethnicity *	<input type="radio"/> Hispanic <input checked="" type="radio"/> Non-Hispanic
Race(s) Check those that apply *	<input type="checkbox"/> Asian <input type="checkbox"/> Hawaiian / Pacific <input checked="" type="checkbox"/> Black <input type="checkbox"/> US Indian / Alaskan <input type="checkbox"/> White
Gender *	<input type="radio"/> Male <input checked="" type="radio"/> Female
Date of Birth MM/DD/YYYY *	<input type="text" value="08/27/2010"/>
SSN ###-##-#### **	<input type="text"/>
Primary Spoken Language *	<input type="text" value="English"/>
County for Services *	<input type="text" value="Orange"/>
Desired VPK Session *	<input type="text" value="School year (540 hours)"/>
Preferred Program Setting	<input type="text" value="Private provider (child care, private school, faith-based)"/>
How did you hear about VPK?	<input type="text" value="Newspaper"/>
Would you like to receive information about other early learning programs or services? ***	<input checked="" type="radio"/> No <input type="radio"/> Yes

Parent or Guardian Information

PARENT OR GUARDIAN INFORMATION

First Name *	<input type="text"/>
Middle Name	<input type="text"/>
Last Name *	<input type="text"/>
Suffix	<input type="text"/>
Ethnicity *	<input type="radio"/> Hispanic <input checked="" type="radio"/> Non-Hispanic
Race(s) Check those that apply. *	<input type="checkbox"/> Asian <input type="checkbox"/> Hawaiian / Pacific <input type="checkbox"/> Black <input type="checkbox"/> US Indian / Alaskan <input checked="" type="checkbox"/> White
Gender *	<input checked="" type="radio"/> Male <input type="radio"/> Female
Relationship to Child *	<input type="text" value="Parent / Step Parent"/>

Parent or Guardian Address (This should be the same as the child's address.)

Address Line One *	<input type="text" value="12569852011122544778899655541102254411558662145250 Marriott Drive"/>
Address Line Two	<input type="text"/>
City *	<input type="text" value="Tallahassee"/>
County *	<input type="text" value="Leon"/>
State	<input type="text" value="FLORIDA"/>
Zip Code *	<input type="text" value="32398"/>

Parent or Guardian Contact Information

Primary Contact Number (###)###-#### *

(850)717-8569

Secondary Contact Number (###)###-####

Email (readonly)

sam.sweazy@oel.myflorida.com

Preferred Method of Contact *

Email

Other Parent or Guardian (if applicable)

First Name

Middle Name

Last Name

Suffix

Relationship to Child

Parent / Step Parent

Supporting Documentation Upload

Supporting Documentation Upload

To complete the application process, you will need to provide proof of Florida residency, proof of your child's age, and, if applicable, your child's Individual Educational Plan (IEP).

To upload a document, click the associated button, and then choose the document you would like to attach.

If you do not have these documents readily available, you can skip this step and return later to add your documents. You also have the option of taking your documents to your local early learning coalition if you do not want to submit them online.

Florida Residency Documentation

Parents must provide documentation to prove their child lives in Florida during the time they will be attending the VPK program. A child living in Florida is eligible for VPK with proper documentation.

Documentation supporting your residency:

- Current and valid Florida driver's license
- Current utility bill that includes the child's current physical home address
- Current pay stub that includes the child's current physical home address

[Click here to see current Proof of Residence](#)

If you upload a file that is a PDF or image (such as a JPG or GIF), please preview your document below before you submit it to make sure it is readable. (Text files such as word documents are accepted but not available for preview through this system.)

Browse...

Age Verification Documentation

Parents must provide documentation to prove their child is 4 years old on or before September 1 of the program year in which they are seeking enrollment.

Documentation supporting your child's age:

- An original or certified copy of the child's birth record
- An immunization record signed by a health official or doctor
- A passport or certificate of arrival in the United States
- A valid military dependent identification card

[Click here to see current Age Verification Documentation](#)

If you upload a file that is a PDF or image (such as a JPG or GIF), please preview your document below before you submit it to make sure it is readable. (Text files such as word documents are accepted but not available for preview through this system.)

Browse...

Individual Educational Plan (IEP) Documentation

(Only applicable if you wish to register your child for the [VPK Specialized Instructional Services Program \[VPK SIS\]](#))

Verify your child has a current individual educational plan from the local school district by submitting a copy of the IEP.

If you upload a file that is a PDF or image (such as a JPG or GIF), please preview your document below before you submit it to make sure it is readable. (Text files such as word documents are accepted but not available for preview through this system.)

Browse...

VPK Application Certification

VPK Application Certification

By signing this form I certify that

- I have examined this application and, to the best of my knowledge and belief, the information provided is true and correct.
- Upon enrollment of my child in the VPK program, I understand that my child will participate in the statewide kindergarten screening to determine readiness for kindergarten.
- I understand that transportation for the VPK program is my (parent's or guardian's) responsibility.
- I also understand that it is my responsibility to locate an eligible VPK provider or school and enroll my child with the provider or school.
- I understand that I may enroll my child in either a school-year program (540 instructional hours) or a summer program (300 instructional hours).
- I further understand that I (parent or guardian) must follow the provider's or school's attendance policy and verify my child's attendance each month.
- I understand that my child may reenroll only once in a prekindergarten program. 1002.71, F.S..

Parent Signature	
Parent or Guardian full name	<input type="text"/>
<input type="checkbox"/> Check box to certify by electronic signature	
Application completion date	<input type="text" value="8/26/2014"/>

Submit Application

VPK Screen Shots Spanish

Welcome

Bienvenido Al Sistema De Registro Del Programa De Pre-Kindergarten Voluntario (VPK)

Este sistema registra a los niños para participar en el programa VPK.

Si desea obtener más información acerca de VPK en el estado de Florida, las siguientes guías están disponibles:

- [Manual para Padres](#)
- [Guía para los Padres](#)

Su hijo debe cumplir con los siguientes requisitos para ser elegible para el programa VPK en el estado de Florida:

- El niño debe de residir en el estado de la Florida.
- El niño debe tener 4 años de edad en o antes del 1 de septiembre de 2014 para inscribirse en el programa de verano para el 2014-2015 año del programa.
- El niño debe tener 4 años de edad en o antes del 1 de septiembre de 2014 para inscribirse en el programa del año escolar completo para el 2014-2015 año del programa.

Si su hijo cumple con los requisitos anteriores, por favor haga clic en el botón **Continuar**.

Si el niño que está registrando ha participado previamente en un programa VPK, por favor póngase en contacto con la [coalición de educación temprana](#) en el condado en el que desea recibir los servicios.

Si desea registrar a más de un niño, usted podrá hacerlo después de completar la primera aplicación.

Continuar

Si necesita ayuda, por favor contacte a su [coalición de educación temprana](#).

Esta página de Internet se ve mejor con el navegador Explorer.

Create New VPK Application

Bienvenido Al Sistema De Registro Del Programa Voluntario De Pre-Kindergarten (VPK)

[Crear una nueva aplicación para el programa VPK](#)

La siguiente lista incluye aplicaciones para el programa VPK que existen para los miembros de su familia.

Nombre del Niño	Número de Confirmación	Estado de la Solicitud	Actualización de la Última Aplicación	Aplicación para VPK	Subir	Imprimir la Aplicación para el VPK	Certificado de Elegibilidad del Niño
-----------------	------------------------	------------------------	---------------------------------------	---------------------	-------	------------------------------------	--------------------------------------

Child Information

Inicie La Aplicación De VPK

Por favor, ingrese la información solicitada a continuación. Se requieren los campos marcados con (*). Por favor, haga clic en el botón **Continuar** en la parte inferior de la página cuando haya terminado.

INFORMACIÓN DEL NIÑO Y DEL PROGRAMA	
Nombre*	<input type="text"/>
Segundo nombre	<input type="text"/>
Apellido*	<input type="text"/>
Sufijo	<input type="text"/>
Etnicidad *	<input type="radio"/> Hispano <input type="radio"/> No Hispano
Raza(s) <i>Marque las que apliquen.*</i>	<input type="checkbox"/> Asiático(a) <input type="checkbox"/> Hawaiano / Pacífico <input type="checkbox"/> Negro <input type="checkbox"/> Indio estadounidense/ nativo de Alaska <input type="checkbox"/> Blanco(a)
Género*	<input type="radio"/> Masculino <input type="radio"/> Femenino
Fecha de nacimiento MM/DD/YYYY*	<input type="text"/>
Número de Seguro Social ###-##-####*	<input type="text"/>
Idioma hablado en el hogar*	--por favor, seleccione el valor--
Condado donde recibirá los servicios*	--por favor, seleccione el valor--
Sesión del VPK deseada*	Año escolar (540 horas)
Escoja el programa deseado	(Basado en la fe de cuidado de niños, escuela privada,) Proveedor Privado
¿Cómo se enteró acerca del VPK?	Periódico
¿Le gustaría recibir información sobre otros programas o servicios de educación temprana? ***	<input checked="" type="radio"/> No <input type="radio"/> Sí

**** El envío de número de seguro social de su hijo en este formulario**

No se requiere el número de seguro social de su hijo. Sin embargo, la ley s. 119.071(5)(a)2., FS, lo pide para su uso en los registros y sistemas de datos de la Oficina de Educación Temprana, El Departamento de Educación, los distritos escolares y las coaliciones de educación temprana. Si envía el número de seguro social será utilizado para la identificación de su hijo. Este número también será utilizado a nivel estatal para correlacionar a sus hijos con los resultados de la evaluación del VPK que se lleva a cabo a la entrada de los niños al kindergarten, con el propósito de asignar al proveedor del programa VPK una calificación de preparación escolar como está estipulado en s. 1002.69, F.S..

***** OTROS PROGRAMAS DE EDUCACION TEMPRANA (opcional)**

Su familia puede ser elegible para otros programas de educación temprana. Los servicios son para usted y sus niños desde recién nacidos hasta la edad escolar. Los servicios incluyen cobertura de tiempo completo de educación temprana, recursos y referencias para el cuidado de niños, Florida Kid Care y otros servicios sociales.

Parent or Guardian Information

INFORMACIÓN DEL PADRE O TUTOR

Nombre*	<input type="text"/>
Segundo Nombre	<input type="text"/>
Apellido*	<input type="text" value=" "/>
Sufijo	<input type="text"/>
Etnicidad *	<input type="radio"/> Hispano <input checked="" type="radio"/> No-Hispano
Raza(s) *	<input type="checkbox"/> Asiático(a) <input type="checkbox"/> Hawaiano / Pacífico <input type="checkbox"/> Negro <input type="checkbox"/> Indio estadounidense/ nativo de Alaska <input checked="" type="checkbox"/> Blanco(a)
Género *	<input checked="" type="radio"/> Masculino <input type="radio"/> Femenino
Relación con el niño *	<input type="text" value="Padre / Padrastro"/>

Dirección del Padre o Tutor (Esta debe ser la misma que la del niño.)

Dirección Línea Uno*	<input type="text" value="12569852011122544778899655541102254411558662145250 Marriott Drive"/>
Dirección Línea Dos	<input type="text"/>
Ciudad*	<input type="text" value="Tallahassee"/>
Condado*	<input type="text" value="Leon"/>
Estado	<input type="text" value="FLORIDA"/>
Código Postal en USA*	<input type="text" value="32398"/>

Información del Padre o Guardián

Número Telefónico del Contacto Principal (###) ###-####*

Número Telefónico del Contacto Secundaria (###) ###-####

Correo electrónico (sólo lectura)

Método de contacto preferido*

Otro Padre o Guardián (si se aplica)

Nombre

Segundo Nombre

Apellido

Sufijo

Relación con el niño

Supporting Documentation Upload

Para Cargar Documentación De Apoyo

Para completar el proceso de solicitud, usted tendrá que proporcionar prueba de residencia en la Florida, prueba de la edad de su hijo, y en su caso, el Plan Educativo Individual (IEP).

Para cargar un documento, haga clic en el botón correspondiente, y luego seleccionar el documento que desea adjuntar.

Si usted no tiene estos documentos disponibles, puede saltarse este paso y regresar más tarde para agregar sus documentos. Usted también tiene la opción de tomar sus documentos a su coalición de educación temprana si no desea enviar los documentos por línea.

Documentación de Residencia en la Florida

Los padres deben proporcionar la documentación para probar que su hijo vive en la Florida durante el tiempo que estarán presentes en el programa VPK. Un niño que vive en la Florida es elegible para participar en el programa VPK con la documentación adecuada.

Documentación que respalde su residencia:

- Licencia del manejo actual y válida.
- Factura de servicios públicos que incluya la dirección actual del niño.
- Talón de pago que incluya la dirección actual del niño.

[Haga clic aquí para ver la prueba de residencia actual](#)

Si usted carga un documento PDF o una imagen JPG o GIF, por favor revise que el documento sea legible.
(Documentos en formato Word o Text también se pueden cargar pero no podrá revisarlos por este sistema.)

Documentación para la verificación de la edad de los niños

Los padres deben proporcionar la documentación para probar que sus hijos tienen los 4 años antes o cumplidos el 1 de septiembre del año en corriente. Documentación de apoyo edad de su hijo:

- Original o copia certificada del acta de nacimiento del niño
- La tarjeta de vacunas firmado por un funcionario de la salud o el médico
- Un pasaporte o certificado de llegada a los Estados Unidos
- Una tarjeta de identificación de dependiente militar válida

[Haga clic aquí para ver la corriente de Documentación Verificación de edad](#)

Si usted carga un documento PDF o una imagen JPG o GIF, por favor revise que el documento sea legible.
(Documentos en formato Word o Text también se pueden cargar pero no podrá revisarlos por este sistema.)

Documentación para el Plan Individual de Educación (IEP)

(Sólo aplicable si desea inscribir a su hijo para el [programa VPK Especializada Servicios de Instrucción \[VPK SIS\]](#))

Verifique que su hijo tiene un plan educativo individual actual del distrito escolar local mediante la presentación de una copia del IEP.

Si usted carga un documento PDF o una imagen JPG o GIF, por favor revise que el documento sea legible.
(Documentos en formato Word o Text también se pueden cargar pero no podrá revisarlos por este sistema.)

VPK Application Certification

Certificación De La Aplicación Al Programa VPK

Al firmar este formulario, certifico que

- He examinado esta solicitud y a mi mejor saber y entender, la información proporcionada es verdadera y correcta.
- Al inscribir a mi hijo en el programa de VPK entiendo que participará en la evaluación estatal que lleva a cabo el estado para la determinación del nivel de su preparación escolar.
- Entiendo que es mi responsabilidad transportar a mi hijo al programa VPK.
- Entiendo que es mi responsabilidad encontrar a un proveedor del programa VPK para el registro de mi hijo.
- Entiendo que puedo inscribir a mi hijo ya sea durante la sesión del año escolar (por 540 horas de instrucción) o para la sesión de verano (300 horas de instrucción).
- Entiendo que yo (padre o tutor), debo de seguir las reglas de asistencia del proveedor o escuela de educación temprana.
- Entiendo que mi hijo puede reinscribirse sólo una vez en un programa de pre-kindergarten. 1,002.71, F.S..

Firma del Padre	
Padre o Tutor nombre completo	<input type="text"/>
<input type="checkbox"/> Marque la casilla para certificar con su firma electrónica	
Aplicación fecha de finalización	<input type="text" value="8/25/2014"/>

Enviar Solicitud

VPK System Screen Shots Creole

Welcome

Byenvni Nan Sistèm Enskripsyon Pre-Jadendanfan (VPK) Eta Florid La.

Sistèm sa a se pou enskri timoun nan pwogram VPK nan Eta Florid.

Si w ta renmen plis enfòmasyon osijè VPK nan Eta Florid lan, gid sila yo disponib:

- [Tiliv pou Paran](#)
- [Gid Paran yo](#)

Se pou pitit ou ranpli kritè sila yo pou li kapab elijib nan pwogram VPK nan Eta Florid:

- Se pou pitit ou rezide nan Eta Florid.
- Timoun nan dwe gen 4 an anvan oswa 1ye septanm 2014 oplita pou w kapab enskri li pou pwogram lekòl tout lane a pou pwogram lane 2014-2015.
- Timoun nan dwe gen 4 an anvan oswa 1ye septanm 2014 oplita pou w kapab enskri li pou pwogram peryòd lete pou pwogram lane 2014-2015.

Si pitit ou ranpli kritè ki endike anlè yo, tanpri klike sou bouton **Kontinye** ki anba a.

Si pitit ou vle enskri an te deja patisipe nan yon pwogram VPK Eta Florid, tanpri kontakte [kowalisyon aprantisaj bonè](#) nan Konte ou ta renmen resevwa sèvis to.

Si w vle enskri plis pase yon timoun, w ap kapab fè l, apre premye aplikasyon an konplete.

[Kontinye](#)

Tanpri kontakte [kowalisyon ansèyman](#) pou timoun piti pou w kapab jwenn asistans touswit.

Ou kapab wè sit sa a pibyen grasa Internet Explorer.

Create a new VPK Application

Byenvni Nan Sistèm Enskripsyon Volontè Pre-Jadendanfan (VPK) Eta Florid.

[Kreye yon nouvo aplikasyon VPK](#)

Anba la a w ap jwenn yon lis aplikasyon VPK pou manm nan fanmi w.

Non Pitit la	Nimewo Konfimasyon	Sityasyon Aplikasyon an	Kilè Aplikasyon an te aktyalize pou dènye fwa	Aplikasyon VPK	Chaje	Enprime Aplikasyon VPK	Sètifika Elijibilite Pitit la
--------------	--------------------	-------------------------	---	----------------	-------	------------------------	-------------------------------

Child and Program Information

Tanpri make enfòmasyon yo mande a anba la a. Se pou make repons la tout kote ki gen yon (*). Tanpri klike sou bouton ki rele Kontinye (Continue) ki anba paj la lè w fini.

ENFÒMASYON OSIJÈ PITIT AK PWOGRAM LA	
Prenon	<input type="text"/>
Dezyèm Prenon	<input type="text"/>
Siyati*	<input type="text"/>
Sifiks	<input type="text"/>
Etnisite *	<input type="radio"/> Panyòl <input type="radio"/> Pa Panyòl
Ras <i>Tcheke tout sa ki aplike.*</i>	<input type="checkbox"/> Azyatik <input type="checkbox"/> Awayi / Pasifik <input type="checkbox"/> Nwa <input type="checkbox"/> Endyen US/Alaskan <input type="checkbox"/> Blan
Sèks*	<input type="radio"/> Gason <input type="radio"/> Fi
Dat nesans MM/DD/YYYY*	<input type="text"/>
Nimewo Sekirite sosyal ###-##-####*	<input type="text"/>
Lang natifnatal*	--tanpri chwazi yon valè--
Konte pou resevwa Sèvis VPK yo*	--tanpri chwazi yon valè--
Sesyon VPK ou ta swete*	Ane lekòl la (540 èdtan)
Anviwònman ou pito pou Pwogram la	(Ki baze sou lafwa swen pou timoun, lekòl prive,) Prive founisè
Kijan ou te vin tande pale de VPK?	Journal
Èske ou ta renmen resevwa enfòmasyon sou lòt pwogram ansèyman pou timoun piti oswa sèvis? ***	<input checked="" type="radio"/> Se pa <input type="radio"/> Wi

Parent or Guardian Information

Enfòmasyon Paran Oubyen Gadyen

Prenon*	Sam
Dezyèm Prenon	
Siyati	Sweazy
Sifiks	
Etnisite *	<input type="radio"/> Panyòl <input checked="" type="radio"/> Pa-Panyòl
Ras *	<input type="checkbox"/> Azyatik <input type="checkbox"/> Awayi / Pasifik <input type="checkbox"/> Nwa <input type="checkbox"/> Endyen US/Alaskan <input checked="" type="checkbox"/> Blan
Sèks *	<input checked="" type="radio"/> Gason <input type="radio"/> Fi
Ki relasyon ou ak Pitit la *	Paran / Bo

Adrès Paran oswa Gadyen an (Sa ta dwe menm adrès ak adrès kote pitit la rete.)

Adrès Premye Liy*	12569852011122544778899655541102254411558662145250 Marriott Drive
Adrès Dezyèm Liy	
Vil*	Tallahassee
Konte*	Leon
Eta	FLORID
Kòd postal*	32398

Enfòmasyon pou Kontakte Paran oubyen Gadyen an

Nimewo Prensipal pou Kontakte Moun ki Respons Pitit la (###) ###-####	<input type="text" value="(850)717-8569"/>
Dezyèm Nimewo pou Kontakte Moun ki Responsab Paran an (###) ###-####	<input type="text"/>
Imèl (lekti sèlman)	<input type="text" value="sam.sweazy@oel.myflorida.com"/>
Metòd Moun ki Responsab Pitit la pito pou yo kontakte li	<input type="text" value="Imèl"/>

Lòt Paran oswa Gadyen (si genyen)

Prenon	<input type="text"/>
Dezyèm Prenon	<input type="text"/>
Siyati	<input type="text"/>
Sifiks	<input type="text"/>
Ki relasyon ou ak Pitit la	<input type="text" value="Paran / Bo"/>

Supporting Documentation Upload

Sipòte Upload Dokimantasyon

Si w vle fini fè pwosesis aplikasyon an, w ap bezwen bay prèv rezidans nan Eta Florid, prèv sou laj pitit ou genyen, epi si sa aplikab, Plan Edikasyon Endividyèl (IEP) pitit ou an.

Si w vle chaje yon dokiman, klike sou bouton ki koresponn lan epi chwazi dokiman ou vle tache.

Si w pa gen dokiman sa yo disponib koulè an, ou gendwa sote etap sa a epi tounen pi ta pou ajoute dokiman yo. Epitou ou gen opsyon pou mennen dokiman yo nan kowalisyon aprantisaj bonè ki pi pre w lan si w pa vle voye yo sou Entènèt.

Dokimantasyon rezidans nan Florida

Paran yo dwe bay dokiman ki pwouve pitit yo ap viv nan Eta Florid pandan ke yo yo pral patisipe nan pwogram VPK a. Yon timoun k ap viv nan Eta Florid ki kalifye pou pwogram VPK ansanm avèk dokiman apwopriye.

Dokiman jistifikatif ki endike ki kote ou gen rezidans ou:

- Pèmi kondwi machin Eta Florid ki aktyèl ak valab
- Bòdwo elektrisite, telefòn ak chofaj aktyèl ki endike adrès fizik kay kote pitit la rete koulè an
- Bout chèk aktyèl ki make adrès fizik kay kote pitit la rete koulè an

[Klike la a pou wè Prèv Rezidans ki valab](#)

Si w telechaje yon fichye ki se yon PDF oswa yon imaj (tankou yon JPG oswa yon GIF), tanpri vizyone dokiman ou an anvan pou w voye li pou w ka konnen si li lizib. (Fichye tèks tankou dokiman word akseptab men yo pa disponib pou vizyone yo atravè sistèm sa a.)

Dokiman pou pwouve laj

Se pou paran yo bay dokiman ki pwouve pitit yo gen 4tran nan dat 1ye septanm oplita pou lane pwogram kote yo vle enskri pitit yo.

Dokiman ki pwouve ki laj pitit ou genyen:

- Yon orijinal oswa yon kopi sètifye batiste pitit la
- Yon kanè vaksinasyon yon ofisyèl lasante oubyen yon doktè siyen
- Yon paspò oswa yon sètifika ki montre lè li te antre Ozetazini
- Yon kat idantite militè pou depandan ki valab

[Klike la a pou w kapab wè Dokiman ki pwouve laj](#)

Si w telechaje yon fichye ki se yon PDF oswa yon imaj (tankou yon JPG oswa yon GIF), tanpri vizyone dokiman ou an anvan pou w voye li pou w ka konnen si li lizib. (Fichye tèks tankou dokiman word akseptab men yo pa disponib pou vizyone yo atravè sistèm sa a.)

Dokiman Plan Edikasyon Endividyèl (IEP)

(Aplikab sèlman si w vle enskri pitit ou pou [Pwogram Sèvis Enstriksyon Espesyalize VPK](#) [VPK SIS] an).

Voye yon kopi IEP an pou w kapab kontwòle ak distri lekòl lokal la si pitit ou gen yon plan edikasyon endividyèl koulè an.

Si w telechaje yon fichye ki se yon PDF oswa yon imaj (tankou yon JPG oswa yon GIF), tanpri vizyone dokiman ou an anvan pou w voye li pou w ka konnen si li lizib. (Fichye tèks tankou dokiman word akseptab men yo pa disponib pou vizyone yo atravè sistèm sa a.)

VPK Application Certification

Sètifikasyon Aplikasyon VPK An

Lè mwen siven fòm sa a, mwen sètifye

- Mwen te analize aplikasyon sa a, epi enfòmasyon mwen bay yo kòrèk ak presi, dapre sa mwen konnen.
- Depi pitit mwen enskri nan pwogram VPK an, mwen konprann pitit mwen pral fè tès jadendanfan nan tout Eta a pou chèche konnen si li pare pou antre nan jadendanfan.
- Mwen konprann pwogram transpò VPK an anba responsabiltite mwen (paran oswa gadyen an).
- Epi tou mwen konprann se responsabiltite mwen pou repere yon pwogram VPK elijib epi pou mwen enskri pitit mwen opre founisè oswa lekòl la.
- Mwen konprann mwen gendwa enskri pitit mwen swa nan yon pwogram ki dire pandan tout ane lekòl la (54èdtan) oswa nan yon pwogram pandan peryòd lete (300 èdtan enstriksyon).
- Mwen konprann tou ke mwen (paran sowa gadyen an) dwe respekte politik founisè oswa lekòl la konsènan absans ak reta epi se pou mwen kontwole kantite reta ak absans pitit mwen chak mwa.
- Mwen konprann ke pitit mwen an ka reenroll sèlman yon fwa nan yon pwogram prematènèl. 1002,71, F.S..

Siyati Paran an

Non Paran oswa Gadyen an okonplè

Tcheke bwat la pou sètifye grasa yon siyati elektwonik

Dat lè aplikasyon an fèt

8/26/2014

Voye Aplikasyon an



**STATE OF FLORIDA
VOLUNTARY PREKINDERGARTEN EDUCATION PROGRAM
PARENT GUIDE
FORM OEL-VPK 06**

The Voluntary Prekindergarten Education (VPK) Program is a **FREE** educational program created to prepare every four-year-old in Florida for kindergarten and build the foundation for their educational success. The VPK program offers each child an opportunity to perform better in school and throughout life by offering quality programs that include developmentally appropriate curricula with a focus on early literacy skills, developmental standards, accountability, substantial instruction periods, manageable class size, and qualified instructors.

Choices

The VPK Program is offered by different approved providers in Florida communities. Parents can choose between private early learning providers and public school providers. Parents can contact their local early learning coalition (ELC) for a list of VPK provider profiles pursuant to 1002.53(5), F.S. Parents can choose one of three VPK Program types. The School-Year and Summer program types deliver classroom instruction and are available to all eligible students while the Specialized Instructional Services (SIS) program type is available only to children with disabilities.

School Year

- 540 instructional hours
- Lead instructor must have training equal to a Child Development Associate credential or greater
- Classes can have a maximum of 11 students with one lead instructor or a maximum of 20 students with a lead instructor and an assistant

Summer

- 300 instructional hours
- Lead instructor must have a Bachelor's degree or greater
- Classes can have a maximum of 12 students with one lead instructor

Specialized Instructional Services (SIS) program

This third type of VPK program is available only to children with disabilities who have current individual educational plans (IEP) and is delivered by specialized providers determined eligible by the Department of Education. This program type is tailored to address the identified needs on a child's IEP developed by the local school board. Ask your ELC for information about this type of program.

High Educational Standards

Children in the VPK Program receive a high-quality learning experience with teachers who meet educational standards set by the state. Teachers use a curriculum that must:

- Be developmentally appropriate,
- Prepare students to be ready for kindergarten based upon the statewide kindergarten screening, and
- Enhance the age-appropriate progress of students in attaining the VPK Education Standards adopted by the Florida State Board of Education.

Readiness Rates

Each VPK provider earns a “readiness rate” from the state of Florida. The readiness rate measures how well a VPK provider prepares children for kindergarten. Parents can view a provider’s VPK readiness rates at www.improvevpk.org.

Program Entry Requirements

There are two standard eligibility requirements (age and residency) for a child’s participation in each of the three VPK Program types and additional eligibility requirements (including an IEP) for a child’s participation in the SIS program type. There is no income requirement for the VPK Program. For an application and a complete list of accepted documentation for proof of age and residency or for more information on the additional SIS eligibility requirements, contact your local ELC.

Proof of age

A child must be four years old on or before September 1st of the school-year to participate in VPK during that school-year or the following summer. Parents must provide proof of their child’s age. An example of proof of age includes an original or certified copy of the child’s birth certificate or immunization records.

Proof of residency

Children must live in Florida to participate in VPK. Parents must show proof that the family lives in Florida. Examples of this include a parent’s driver’s license, utility bill or paystub.

Additional requirements for the Specialized Instructional Services (SIS) program

In addition to the standard eligibility requirements above, children who enroll in the SIS program type must also have a current IEP developed by the local school board.

Program Requirements

Attendance and reimbursement for School-Year and Summer program types

Law establishes how VPK providers will be paid for each child attending the VPK Program. Providers are paid for a full VPK day when a child attends any VPK portion of the day. The state also pays for up to one day’s worth of absences for every four days a child attends. VPK providers cannot charge parents for their children’s absences from the VPK Program.

Each VPK provider must have its own attendance policy, which providers must give to parents at the time of a child's enrollment in that provider's VPK Program. If a child or a parent does not comply with the VPK provider's attendance policy, the provider may dismiss the child from its VPK Program. Parents should be familiar with their VPK provider's attendance policy and may ask their ELC to help them understand issues related to attendance and absences. Also, VPK providers must give parents a completed form each month that reflects their child's attendance in VPK for the previous month. The law requires parents to verify their child's attendance by reviewing this form each month and providing a signature to show the attendance record is accurate. The state pays the VPK provider based on this attendance record. Many VPK provider sites also require parents to sign their child in and out daily. The daily signature is a safety mechanism that helps ensure only certain individuals drop off and/or pick up children.

Attendance and reimbursement for Specialized Instructional Services program type

Specialized Instructional Services providers are reimbursed for the services that are consistent with the child's IEP which are received by the student. Parents can contact their local ELC for additional information regarding payment to Specialized Instructional Services providers.

Assessments

VPK providers conduct pre-assessments of enrolled children at the beginning of VPK classes and post-assessments of enrolled children near the end of VPK classes.

Inclusion

Private VPK providers may make reasonable accommodations to include children with special needs and disabilities in their programs. Public school VPK providers are required to make these accommodations. Parents of children with special needs may contact Florida's Office of Early Learning Call Center (866-357-3239, [TTY: 711]) to ask questions and receive referrals to address special needs matters for parents and providers.

Program Restrictions

Changing VPK Providers

Parents are responsible for researching potential VPK providers prior to enrolling their children. Parents may change their child's VPK provider **only one time** if he/she meets one of the specified criteria for either a good cause reenrollment or an extreme hardship reenrollment. Under limited circumstances, a child may receive a second reenrollment if he/she meets one of the specified criteria for a good cause exemption. Before removing your child from a VPK provider, contact your ELC to see if your child qualifies for a reenrollment or a good cause exemption.

VPK Provider Policies

VPK providers may have rules on discipline, food, dress, termination, and many other specific details. Parents should know the policies of the VPK provider they choose.

Transportation

Transportation to and from VPK is not part of the VPK Program. Parents are responsible for making sure their child gets to and from VPK each day. Some VPK providers may offer transportation. Parents should check their local options if VPK transportation is a need for their family.

Extra Hours and Extra Fees

VPK providers cannot charge parents fees or tuition for VPK Program services. Providers can, however, offer extra child care services beyond the VPK Program hours. Parents should check with their VPK provider to see what the charges are for optional child care services, if this is a need for the family. Providers are prohibited from requiring parents to enroll their children in other services as a condition of enrollment in VPK or to charge fees for VPK Program services.

Kindergarten Screening

Public schools and some private schools administer the kindergarten screening in their schools during the first 30 school days. The children's names and individual screening results are sent to the Department of Education which then works with Florida's Office of Early Learning to match the children's names and screening results with the provider where each child attended the VPK Program. These kindergarten screening results are used to assign readiness rates to each VPK provider. Law requires that parents whose children participate in VPK submit their children for the kindergarten screening.

For More Information, Contact Your ELC:

Florida's Office of Early Learning serves as the principal organization responsible for the Voluntary Prekindergarten Education Program and partners with the Department of Children and Families, the Florida Department of Education and local ELCs to administer the VPK Program. ELCs across the state help providers meet program requirements and help families take advantage of VPK Program services. Your local ELC has applications and additional information about the VPK Program for parents and potential providers. The ELC maintains a list of local VPK providers and public schools that participate in the VPK program.

To make an informed decision about a VPK provider, use the following resources:

- Contact your local Child Care Resource and Referral (CCR&R) office to receive a customized list of VPK providers in your area that meet the needs of your family, as well as information about child care, School Readiness and other community resources at 866-357-3239 (TTY: 711).
- Visit the Department of Children and Families (DCF) website <http://dcfsanswrite.state.fl.us/Childcare/provider/> to view inspection reports for licensed VPK providers in your area.
- Contact the ELC that provides early learning support services in your community for more information on VPK Programs or to request a copy of the profile of each VPK provider in your county using the following contact information:

Voluntary Prekindergarten Parent Handbook



OFFICE OF
Early Learning

LEARN EARLY. LEARN FOR LIFE.

What is Voluntary Prekindergarten (VPK)?



Voluntary prekindergarten (VPK) is a legislatively mandated program designed to prepare every 4-year-old in Florida for kindergarten and build the foundation for their educational success. VPK gives each child an opportunity to perform better in school and throughout life with quality programs that include high literacy standards, accountability, appropriate curricula, substantial instruction periods, manageable class sizes and qualified instructors. All eligible 4-year-olds are entitled to participate in one of three VPK program options.

VPK Vision

That Florida's children are eager to learn and ready to succeed when they enter kindergarten.

VPK Mission

To ensure that all children are intellectually, socially, emotionally and physically ready to enter school and ready to learn, fully recognizing the crucial role of parents as their child's first teacher.

Highlights of the VPK program

- High quality educational program with an early literacy focus.
- **Free** for all children age 4 years old on or before September 1 who reside in Florida.
- Parent choice is a priority; so both private and public providers participate.

Parents' Rights



As a parent, you have the right to make an informed VPK choice using one of the following methods:

- If you have Internet access, visit the Department of Children and Families (DCF) website dcfsanswrite.state.fl.us/childcare/provider to review VPK profiles of each private provider and public school you are considering.
- Contact your early learning coalition (ELC). ELCs work within all communities in Florida to implement early learning support services. Your ELC has additional information about the VPK program and application process. ELC contact information can be found at www.floridaearlylearning.com or by calling 1-866-357-3239 (TTY:711).
- If you do not have Internet access, you may view a copy of the profiles of each VPK provider and school in your county at your local ELC.
- You may also contact your local Child Care Resource and Referral (CCR&R) office to receive a customized list of VPK providers in your area that meet the needs of your family, as well as information about other community resources. CCR&R services are free to anyone residing in or seeking early learning services in Florida. For the number of your local CCR&R, please call the Office of Early Learning toll free: 1-866-357-3239 (TTY: 711).

Parent choice is a priority for the VPK program. You can choose from different educational settings and various program options. Providers must meet VPK programmatic and quality standards and include family child care homes, private centers, public schools, faith-based programs and specialized instructional services providers.

As a parent, you have the right to select one of three VPK program options to meet your needs.

- *School-year program* – provides 540 hours of instruction with class sizes of no more than 20
- *Summer program* – includes 300 instructional hours and class sizes no more than 12; children may participate in VPK the summer right before the school year in which the child is eligible for kindergarten.
- *VPK Specialized Instructional Services* – for 4-year-old children with special needs, where certified or licensed professionals provide instruction or therapy in individual or small group settings. The child must have a current individual educational plan (IEP) from a local school district.

Services vary based on the program you select. VPK providers choose the structure for the hours per day and days per week to meet the instructional hours required.

As a parent, you have the right to enroll your child in a VPK program that guarantees the following:

- An approved VPK program with no cost to you for the VPK hours of operation.
- Participation in the school-year, summer or specialized instructional services program.
- The choice of paying for extended day services or “wraparound” care if the VPK provider you select offers it. Wraparound care is any care the provider offers in addition to regular VPK hours.

VPK is **free** for eligible children. Providers are not permitted to charge a registration fee or require you to agree to any additional services or wraparound services as a condition of enrolling in VPK. State law does not, however, prohibit a provider from charging fees for programs or care that is not part of the VPK program (e.g., late charges, meals/snacks, field trips, extended care, or wraparound care). If field trips are part of a VPK day, providers may request that a parent contribute, but not require them to do so. The provider must also have an alternative activity for a child who does not attend a field trip. Before finalizing your selection, review the VPK provider’s discipline and attendance policies to learn about program policies and practices.

As a parent, you have the right to know that a VPK provider meets the following required standards:

- Private VPK providers must have a director with a VPK director credential.
- Private VPK providers must be licensed (child care, family child care home or large family child care home); be exempt from licensure (certain private schools or faith-based providers); or be accredited by an approved accrediting association.
- Specialized instructional services providers must be licensed or certified professionals. Check with your ELC for more detailed information.

During your selection, consider visiting the DCF website dcfsanswrite.state.fl.us/childcare/provider or calling your ELC office to confirm the program is eligible.

As a parent, you have the right to know that a VPK program employs qualified VPK instructors and meets minimum classroom requirements, including

- Every lead VPK instructor must have at a minimum a Child Development Associate (CDA) Credential for the school-year program or a bachelor's degree or higher in certain education-related programs for the summer program.
- VPK classroom ratios must be one instructor to every 11 children in the school-year program and one to 12 in the summer.
- VPK class size must not exceed 20 children in the school-year program.
- VPK class size must not exceed 12 children in the summer program.

Teacher qualifications are important to delivering high-quality instruction and VPK instructors must meet minimum education standards. Ratio and group size are also quality indicators. As part of making your decision, ask potential VPK providers about teacher qualifications and classroom requirements.

As a parent, you have the right to select a VPK program that delivers high-quality instruction including

- A curriculum that is developmentally appropriate with a focus on early literacy skills.
- A program that prepares your child to be ready for kindergarten based on the standards adopted by the State Board of Education for use in VPK.

To best meet the needs of each child and prepare them for future school success, VPK curriculum must be individually and age appropriate and aligned with state performance standards. State performance standards provide guidelines to teachers about what children should know and be able to do in order to help plan instructional activities for your child. Instructional activities involve engaging in child-initiated and teacher-directed play opportunities. When making decisions about the best VPK provider for your child, ask about curriculum and planned activities to determine if the program activities meet your expectations about quality early learning practices.

As a parent, you have the right to enroll your 4-year-old in a VPK program (subject to the provider's or school's agreement to admit your child), including families

- Who have a child with a disability. While individual educational plans (IEPs) are not required to be served in VPK, VPK providers **are** required to make their programs accessible to children with disabilities under the Americans with Disabilities Act and Section 504 of the Rehabilitation Act.
- In the military, temporarily based in Florida.
- Who may be displaced due to a hurricane or other natural disaster or are temporarily homeless.

The only residency requirement is that children live in Florida during the time they are attending VPK. This means that 4-year-old children living in Florida temporarily are eligible for services.

As a parent, you have the right to withdraw your child from VPK at any time. You may also have the right to re-enroll your 4-year-old in another VPK program under specific conditions:

- A parent may apply for an extreme hardship re-enrollment for his/her eligible child in the summer program if his/her child completed less than 70 percent of the school-year VPK hours.
- A parent may re-enroll his/her eligible child within the same program type, as long as the child has completed less than 70 percent of VPK hours.

VPK is a program in which parents of eligible 4-year-old children can voluntarily enroll their child for services. If you have any questions about eligibility, contact your ELC or the Office of Early Learning toll free: 1-866-357-3239 (TTY:711).

Parents' Responsibilities



As a parent, you have the responsibility to comply with *date of birth verification requirements* by providing a copy of at least one of the following approved supporting documents that show your child's name and date of birth:

- An original or certified copy of your child's birth record.
- An original or certified copy of your child's certificate of baptism accompanied by an affidavit sworn to by the child's parent that the certificate is correct.
- An insurance policy on your child's life that is in force for at least two years.
- A religious record of the child's birth accompanied by an affidavit sworn to by the child's parent that the record is correct.
- A passport or certificate of arrival in the United States.
- An immunization record signed by a health officer or doctor.
- A valid military dependent identification card.
- A parent may submit an affidavit of the child's age sworn to or affirmed by the parent.

Parents must provide documentation to prove that their child meets the VPK age requirements. A child must be 4 years of age on or before September 1 to be eligible for VPK. If you have any questions about age requirements for VPK, contact your ELC or the Office of Early Learning toll free: 1-866-357-3239 (TTY:711).

As a parent, you have the responsibility to comply with *residential address verification requirements* by providing a copy of at least one of the following supporting documents that show the name and residential address of the parent with whom the child resides:

1. Utility , cable or home phone bill.
2. Pay stub.
3. Residential rental agreement or receipt for rental payment.
4. Government-issued document (e.g., driver's license).
5. A military order issued to the parent, if a child's parent is a service member of the United States Armed Forces, which shows that the parent will reside in Florida when the child attends VPK.
6. An affidavit of the child's residential address sworn to by the parent, if accompanied by a letter from a landlord that confirms the child resides at the same address shown in the parent's affidavit.

7. Documentation of residency for a homeless child based on other documents (e.g., letter from a homeless shelter).

Parents must provide documentation to prove that their child lives in Florida during the time they will be attending VPK. A child living in Florida is eligible for VPK with the proper documentation for eligibility. If you have any questions about residency requirements, contact your ELC or Office of Early Learning toll free: 1-866-357-3239 (TTY:711).

As a parent, you have the responsibility to ensure your child participates in kindergarten screening.

- You have the responsibility to comply with the kindergarten screening process that will occur when your child enrolls in kindergarten.

All kindergarten students are required to participate in the Florida Kindergarten Readiness Screener in the first 30 days of kindergarten. Kindergarten screening is a process that helps us better understand how much your child learned in VPK. It also helps your child's kindergarten teacher understand what your child knows and can do, which will help with instructional planning.

Kindergarten students who attend public schools will be screened automatically. If your child will attend kindergarten in a non-public school, you are responsible for having your child screened. Be sure to check with your child's kindergarten to make sure your child is screened.

As a parent, you are responsible for your child's VPK transportation.

- Parents are responsible for their child's transportation to and from the VPK program.

Some VPK providers may offer transportation services at a cost. You may want to explore these options before choosing a VPK provider.

As a parent, you are responsible for complying with the VPK attendance and other program policies.

- Parents have the responsibility to comply with the attendance policies for the VPK program in which their child is enrolled.
- Parents have the responsibility to comply with all of the VPK provider's policies (e.g., discipline, late fees).

Providers have individual policies related to attendance, discipline and late fees. You should become familiar with policies that apply to children in VPK before enrolling your child in the program.



Information Resources



Early Learning Coalition (ELC)

ELCs have additional information on VPK, including application procedures and dates to apply in your county. **1-866-357-3239 (TTY: 711) www.floridaearlylearning.com**

Office of Early Learning

The Office of Early Learning provides state-level support and direction for implementing the VPK program as well as other early learning programs. **1-866-357-3239 (TTY: 711) www.floridaearlylearning.com.**

Department of Children & Families (DCF)

The Department of Children and Families regulates licensed child care facilities, licensed family child care homes and facilities that care for mildly ill children in 60 of Florida's 67 counties. **850-488-4900 dcfsanswrite.state.fl.us/childcare/provider.**

Florida Abuse Hotline

The Florida Abuse Hotline provides a full spectrum of services, from parenting classes and respite care to transportation and child care. The goal is to keep children safe with their own families when possible. **1-800-96-ABUSE or 1-800-962-2873 www.dcf.state.fl.us/abuse.**

Florida's Central Directory of Early Childhood Services

The central directory provides information and referral services on disabilities and special health care needs for families, service coordinators and other professionals who work with children with special needs. **1-800-654-4440 www.centraldirectory.org.**

Florida KidCare

Florida KidCare is the health insurance program for uninsured children younger than age 19. **1-888-540-5437 www.floridakidcare.org.**

2-1-1

2-1-1 is a national information and referral service that provides information and referrals to human services resources such as crisis intervention services, support groups, financial assistance and job training. **Dial 211 www.211.org.**

PARENTS' RIGHTS

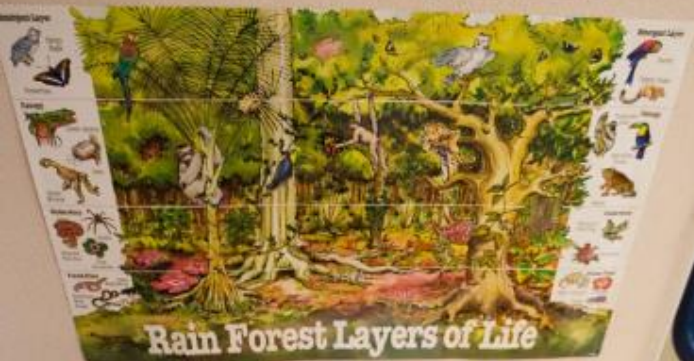
- ☑ As a parent, I have the right to enroll my 4-year-old child in a free school-year or summer VPK program.
- ☑ As a parent, I have the right to select VPK program options that meet my child's needs.
- ☑ If I have a 4-year-old with special needs who has an IEP from a local school district, my child may be eligible for VPK specialized instructional services.
- ☑ As a parent, I have the right to make an informed VPK choice.
- ☑ As a parent, I have the right to select a VPK program that employs VPK instructors and meets minimum classroom requirements.
- ☑ As a parent, I have the right to select a VPK program that follows approved VPK curriculum and guidelines.

PARENTS' RESPONSIBILITIES

- ☑ As a parent, I am responsible for complying with date-of-birth verification requirements.
- ☑ As a parent, I am responsible for complying with residential address verification requirements.
- ☑ As a parent, I am responsible for ensuring my child participates in kindergarten screening.
- ☑ As a parent, I am responsible for my child's VPK transportation.
- ☑ As a parent, I am responsible for complying with the provider's attendance and other program policies.



Writing



OFFICE OF
Early Learning

LEARN EARLY. LEARN FOR LIFE.

WWW.FLORIDAEARLYLEARNING.COM

250 Marriott Drive, Tallahassee, FL 32399

Toll free: 866-357-3239 (TTY: 711)

1001.213 Office of Early Learning.—There is created within the Office of Independent Education and Parental Choice the Office of Early Learning, as required under s. 20.15, which shall be administered by an executive director. The office shall be fully accountable to the Commissioner of Education but shall:

(1) Independently exercise all powers, duties, and functions prescribed by law and shall not be construed as part of the K-20 education system.

(2) Adopt rules for the establishment and operation of the school readiness program and the Voluntary Prekindergarten Education Program. The office shall submit the rules to the State Board of Education for approval or disapproval. If the state board does not act on a rule within 60 days after receipt, the rule shall be filed immediately with the Department of State.

(3) In compliance with part VI of chapter 1002 and its powers and duties under s. 1002.82, administer the school readiness program at the state level for the state's eligible population described in s. 1002.87 and provide guidance to early learning coalitions in the implementation of the program.

(4) In compliance with parts V and VI of chapter 1002 and its powers and duties under s. 1002.75, administer the Voluntary Prekindergarten Education Program at the state level.

(5) Administer the operational requirements of the child care resource and referral network at the state level.

(6) Keep administrative staff to the minimum necessary to administer the duties of the office.
History.—s. 1, ch. 2013-252.

1002.53 Voluntary Prekindergarten Education Program; eligibility and enrollment.—

(1) The Voluntary Prekindergarten Education Program is created and shall be organized, designed, and delivered in accordance with s. 1(b) and (c), Art. IX of the State Constitution.

(2) Each child who resides in this state who will have attained the age of 4 years on or before September 1 of the school year is eligible for the Voluntary Prekindergarten Education Program during that school year. The child remains eligible until the beginning of the school year for which the child is eligible for admission to kindergarten in a public school under s. 1003.21(1)(a)2. or until the child is admitted to kindergarten, whichever occurs first.

(3) The parent of each child eligible under subsection (2) may enroll the child in one of the following programs:

(a) A school-year prekindergarten program delivered by a private prekindergarten provider under s. 1002.55;

(b) A summer prekindergarten program delivered by a public school or private prekindergarten provider under s. 1002.61;

(c) A school-year prekindergarten program delivered by a public school; or

(d) A specialized instructional services program for children who have disabilities, if the child has been evaluated and determined as eligible, has a current individual educational plan developed by the local school board, and is eligible for the program under s. 1002.66.

Except as provided in s. 1002.71(4), a child may not enroll in more than one of these programs.

(4)(a) Each parent enrolling a child in the Voluntary Prekindergarten Education Program must complete and submit an application to the early learning coalition through the single point of entry established under s. 1002.82.

(b) The application must be submitted on forms prescribed by the Office of Early Learning and must be accompanied by a certified copy of the child's birth certificate. The forms must include a certification, in substantially the form provided in s. 1002.71(6)(b)2., that the parent chooses the private prekindergarten provider or public school in accordance with this section and directs that payments for the program be made to the provider or school. The Office of Early Learning may authorize alternative methods for submitting proof of the child's age in lieu of a certified copy of the child's birth certificate.

(c) Each early learning coalition shall coordinate with each of the school districts within the coalition's county or multicounty region in the development of procedures for enrolling children in prekindergarten programs delivered by public schools.

(5) The early learning coalition shall provide each parent enrolling a child in the Voluntary Prekindergarten Education Program with a profile of every private prekindergarten provider and public school delivering the program within the county where the child is being enrolled. The profiles shall be provided to parents in a format prescribed by the Office of Early Learning. The profiles must include, at a minimum, the following information about each provider and school:

(a) The provider's or school's services, curriculum, instructor credentials, and instructor-to-student ratio; and

(b) The provider's or school's kindergarten readiness rate calculated in accordance with s. 1002.69, based upon the most recent available results of the statewide kindergarten screening.

(6)(a) A parent may enroll his or her child with any private prekindergarten provider that is eligible to deliver the Voluntary Prekindergarten Education Program under this part; however, the provider may determine whether to admit any child. An early learning coalition may not limit the number of students admitted by any private prekindergarten provider for enrollment in the program. However, this paragraph does not authorize an early learning coalition to allow a provider to exceed any staff-to-children ratio, square footage per child, or other requirement imposed under ss. 402.301-402.319 as a result of admissions in the prekindergarten program.

(b) A parent may enroll his or her child with any public school within the school district which is eligible to deliver the Voluntary Prekindergarten Education Program under this part, subject to available space. Each school district may limit the number of students admitted by any public school for enrollment in the school-year program; however, the school district must provide for the admission of every eligible child within the district whose parent enrolls the child in a summer prekindergarten program delivered by a public school under s. 1002.61.

(c) Each private prekindergarten provider and public school must comply with the antidiscrimination requirements of 42 U.S.C. s. 2000d, regardless of whether the provider or school receives federal financial assistance. A private prekindergarten provider or public school may not discriminate against a parent or child, including the refusal to admit a child for enrollment in the Voluntary Prekindergarten Education Program, in violation of these antidiscrimination requirements.

History.—s. 1, ch. 2004-484; s. 4, ch. 2009-3; s. 26, ch. 2010-210; s. 3, ch. 2010-227; s. 449, ch. 2011-142; s. 3, ch. 2013-252.

1002.75 Office of Early Learning; powers and duties.—

(1) The Office of Early Learning shall adopt by rule a standard statewide provider contract to be used with each Voluntary Prekindergarten Education Program provider, with standardized attachments by provider type. The office shall publish a copy of the standard statewide provider contract on its website. The standard statewide contract shall include, at a minimum, provisions for provider probation, termination for cause, and emergency termination for those actions or inactions of a provider that pose an immediate and serious danger to the health, safety, or welfare of children. The standard statewide contract shall also include appropriate due process procedures. During the pendency of an appeal of a termination, the provider may not continue to offer its services. Any provision imposed upon a provider that is inconsistent with, or prohibited by, law is void and unenforceable.

(2) The Office of Early Learning shall adopt procedures governing the administration of the Voluntary Prekindergarten Education Program by the early learning coalitions and school districts for:

(a) Enrolling children in and determining the eligibility of children for the Voluntary Prekindergarten Education Program under s. 1002.53, which shall include the enrollment of children by public schools and private providers that meet specified requirements.

(b) Providing parents with profiles of private prekindergarten providers and public schools under s. 1002.53.

(c) Registering private prekindergarten providers and public schools to deliver the program under ss. 1002.55, 1002.61, and 1002.63.

(d) Determining the eligibility of private prekindergarten providers to deliver the program under ss. 1002.55 and 1002.61 and streamlining the process of provider eligibility whenever possible.

(e) Verifying the compliance of private prekindergarten providers and public schools and removing providers or schools from eligibility to deliver the program due to noncompliance or misconduct as provided in s. 1002.67.

(f) Paying private prekindergarten providers and public schools under s. 1002.71.

(g) Documenting and certifying student enrollment and student attendance under s. 1002.71.

(h) Reconciling advance payments in accordance with the uniform attendance policy under s. 1002.71.

(i) Reenrolling students dismissed by a private prekindergarten provider or public school for noncompliance with the provider's or school district's attendance policy under s. 1002.71.

(3) The Office of Early Learning shall adopt, in consultation with and subject to approval by the department, procedures governing the administration of the Voluntary Prekindergarten Education Program by the early learning coalitions and school districts for:

(a) Approving improvement plans of private prekindergarten providers and public schools under s. 1002.67.

(b) Placing private prekindergarten providers and public schools on probation and requiring corrective actions under s. 1002.67.

(c) Removing a private prekindergarten provider or public school from eligibility to deliver the program due to the provider's or school's remaining on probation beyond the time permitted under s. 1002.67.

(d) Enrolling children in and determining the eligibility of children for the Voluntary Prekindergarten Education Program under s. 1002.66.

(e) Paying specialized instructional services providers under s. 1002.66.

(4) The Office of Early Learning shall also adopt procedures for the distribution of funds to early learning coalitions under s. 1002.71.

(5) Except as provided by law, the Office of Early Learning may not impose requirements on a private prekindergarten provider or public school that does not deliver the Voluntary Prekindergarten Education Program or receive state funds under this part.

History.—s. 1, ch. 2004-484; s. 7, ch. 2010-227; s. 459, ch. 2011-142; s. 78, ch. 2012-96; s. 14, ch. 2013-252.

1002.79 Rulemaking authority.—The Office of Early Learning shall adopt rules under ss. 120.536(1) and 120.54 to administer the provisions of this part conferring duties upon the office.

History.—s. 1, ch. 2004-484; s. 458, ch. 2011-142; s. 79, ch. 2012-96; s. 16, ch. 2013-252.

1002.82 Office of Early Learning; powers and duties.—

(1) For purposes of administration of the Child Care and Development Block Grant Trust Fund, pursuant to 45 C.F.R. parts 98 and 99, the Office of Early Learning is designated as the lead agency and must comply with lead agency responsibilities pursuant to federal law. The office may apply to the Governor and Cabinet for a waiver of, and the Governor and Cabinet may waive, any provision of ss. 411.223 and 1003.54 if the waiver is necessary for implementation of the school readiness program. Section 125.901(2)(a)3 does not apply to the school readiness program.

(2) The office shall:

(a) Focus on improving the educational quality delivered by all providers participating in the school readiness program.

(b) Preserve parental choice by permitting parents to choose from a variety of child care categories, including center-based care, family child care, and informal child care to the extent authorized in the state's Child Care and Development Fund Plan as approved by the United States Department of Health and Human Services pursuant to 45 C.F.R. s. 98.18. Care and curriculum by a faith-based provider may not be limited or excluded in any of these categories.

(c) Be responsible for the prudent use of all public and private funds in accordance with all legal and contractual requirements, safeguarding the effective use of federal, state, and local resources to achieve the highest practicable level of school readiness for the children described in s. 1002.87, including:

1. The adoption of a uniform chart of accounts for budgeting and financial reporting purposes that provides standardized definitions for expenditures and reporting, consistent with the requirements of 45 C.F.R. part 98 and s. 1002.89 for each of the following categories of expenditure:

- a. Direct services to children.
- b. Administrative costs.
- c. Quality activities.
- d. Nondirect services.

2. Coordination with other state and federal agencies to perform data matches on children participating in the school readiness program and their families in order to verify the children's eligibility pursuant to s. 1002.87.

(d) Establish procedures for the biennial calculation of the average market rate.

(e) Review each early learning coalition's school readiness program plan every 2 years and provide final approval of the plan and any amendments submitted.

(f) Establish a unified approach to the state's efforts to coordinate a comprehensive early learning program. In support of this effort, the office:

1. Shall adopt specific program support services that address the state's school readiness program, including:

- a. Statewide data information program requirements that include:
 - (I) Eligibility requirements.
 - (II) Financial reports.
 - (III) Program accountability measures.
 - (IV) Child progress reports.

b. Child care resource and referral services.

c. A single point of entry and uniform waiting list.

2. May provide technical assistance and guidance on additional support services to complement the school readiness program, including:

a. Rating and improvement systems.

b. Warm-Line services.

c. Anti-fraud plans.

d. School readiness program standards.

e. Child screening and assessments.

f. Training and support for parental involvement in children's early education.

g. Family literacy activities and services.

(g) Provide technical assistance to early learning coalitions.

(h) In cooperation with the early learning coalitions, coordinate with the Child Care Services Program Office of the Department of Children and Families to reduce paperwork and to avoid

duplicating interagency activities, health and safety monitoring, and acquiring and composing data pertaining to child care training and credentialing.

(i) Develop, in coordination with the Child Care Services Program Office of the Department of Children and Families, and adopt a health and safety checklist to be completed by license-exempt providers that does not exceed the requirements s. 402.305.

(j) Develop and adopt standards and benchmarks that address the age-appropriate progress of children in the development of school readiness skills. The standards for children from birth to 5 years of age in the school readiness program must be aligned with the performance standards adopted for children in the Voluntary Prekindergarten Education Program and must address the following domains:

1. Approaches to learning.
2. Cognitive development and general knowledge.
3. Numeracy, language, and communication.
4. Physical development.
5. Self-regulation.

(k) Select assessments that are valid, reliable, and developmentally appropriate for use as preassessment and postassessment for the age ranges specified in the coalition plans. The assessments must be designed to measure progress in the domains of the performance standards adopted pursuant to paragraph (j), provide appropriate accommodations for children with disabilities and English language learners, and be administered by qualified individuals, consistent with the publisher's instructions.

(l) Adopt a list of approved curricula that meet the performance standards for the school readiness program and establish a process for the review and approval of a provider's curriculum that meets the performance standards.

(m) Adopt by rule a standard statewide provider contract to be used with each school readiness program provider, with standardized attachments by provider type. The office shall publish a copy of the standard statewide provider contract on its website. The standard statewide contract shall include, at a minimum, provisions for provider probation, termination for cause, and emergency termination for those actions or inactions of a provider that pose an immediate and serious danger to the health, safety, or welfare of the children. The standard statewide provider contract shall also include appropriate due process procedures. During the pendency of an appeal of a termination, the provider may not continue to offer its services. Any provision imposed upon a provider that is inconsistent with, or prohibited by, law is void and unenforceable.

(n) Establish a single statewide information system that each coalition must use for the purposes of managing the single point of entry, tracking children's progress, coordinating services among stakeholders, determining eligibility of children, tracking child attendance, and streamlining administrative processes for providers and early learning coalitions.

(o) Adopt by rule standardized procedures for coalitions to use when monitoring the compliance of school readiness program providers with the terms of the standard statewide provider contract.

(p) Monitor and evaluate the performance of each early learning coalition in administering the school readiness program, ensuring proper payments for school readiness program services, implementing the coalition's school readiness program plan, and administering the Voluntary Prekindergarten Education Program. These monitoring and performance evaluations must include, at a minimum, onsite monitoring of each coalition's finances, management, operations, and programs.

(q) Work in conjunction with the Bureau of Federal Education Programs within the Department of Education to coordinate readiness and voluntary prekindergarten services to the populations served by the bureau.

(r) Administer a statewide toll-free Warm-Line to provide assistance and consultation to child care facilities and family day care homes regarding health, developmental, disability, and special needs issues

of the children they are serving, particularly children with disabilities and other special needs. The office shall:

1. Annually inform child care facilities and family day care homes of the availability of this service through the child care resource and referral network under s. 1002.92.

2. Expand or contract for the expansion of the Warm-Line to maintain at least one Warm-Line in each early learning coalition service area.

- (3) If the office determines during the review of school readiness program plans, or through monitoring and performance evaluations conducted under s. 1002.85, that an early learning coalition has not substantially implemented its plan, has not substantially met the performance standards and outcome measures adopted by the office, or has not effectively administered the school readiness program or Voluntary Prekindergarten Education Program, the office may temporarily contract with a qualified entity to continue school readiness program and prekindergarten services in the coalition's county or multicounty region until the office reestablishes the coalition and a new school readiness program plan is approved in accordance with the rules adopted by the office.

- (4) The office may request the Governor to apply for a waiver to allow a coalition to administer the Head Start Program to accomplish the purposes of the school readiness program.

- (5) By January 1 of each year, the office shall annually publish on its website a report of its activities conducted under this section. The report must include a summary of the coalitions' annual reports, a statewide summary, and the following:

- (a) An analysis of early learning activities throughout the state, including the school readiness program and the Voluntary Prekindergarten Education Program.

1. The total and average number of children served in the school readiness program, enumerated by age, eligibility priority category, and coalition, and the total number of children served in the Voluntary Prekindergarten Education Program.

2. A summary of expenditures by coalition, by fund source, including a breakdown by coalition of the percentage of expenditures for administrative activities, quality activities, nondirect services, and direct services for children.

3. A description of the office's and each coalition's expenditures by fund source for the quality and enhancement activities described in s. 1002.89(6)(b).

4. A summary of annual findings and collections related to provider fraud and parent fraud.

5. Data regarding the coalitions' delivery of early learning programs.

6. The total number of children disenrolled statewide and the reason for disenrollment.

7. The total number of providers by provider type.

8. The total number of provider contracts revoked and the reasons for revocation.

- (b) A summary of the activities and detailed expenditures related to the Child Care Executive Partnership Program.

- (6)(a) Parental choice of child care providers, including private and faith-based providers, shall be established to the maximum extent practicable in accordance with 45 C.F.R. s. 98.30.

- (b) As used in this subsection, the term "payment certificate" means a child care certificate as defined in 45 C.F.R. s. 98.2.

- (c) The school readiness program shall, in accordance with 45 C.F.R. s. 98.30, provide parental choice through a payment certificate that provides, to the maximum extent possible, flexibility in the school readiness program and payment arrangements. The payment certificate must bear the names of the beneficiary and the program provider and, when redeemed, must bear the signatures of both the beneficiary and an authorized representative of the provider.

- (d) If it is determined that a provider has given any cash or other consideration to the beneficiary in return for receiving a payment certificate, the early learning coalition or its fiscal agent shall refer the matter to the Department of Financial Services pursuant to s. 414.411 for investigation.

(7) Participation in the school readiness program does not expand the regulatory authority of the state, its officers, or an early learning coalition to impose any additional regulation on providers beyond those necessary to enforce the requirements set forth in this part and part V of this chapter.

History.—s. 17, ch. 2013-252.