

VPK Provider Frequently Asked Questions

FLORIDA VOLUNTARY PRE KINDERGARTEN (VPK) ASSESSMENT

VPK ASSESSMENT ONLINE REPORTING SYSTEM

VPK PROVIDER KINDERGARTEN READINESS RATE

PROFESSIONAL DEVELOPMENT

FLORIDA VOLUNTARY PRE KINDERGARTEN (VPK) ASSESSMENT

What is the purpose of the VPK Assessment?

The purpose of the Florida VPK Assessment is to provide teachers with information that can be used to guide instructional activities to promote children's development of important readiness skills. This assessment provides teachers with a user friendly set of tools to help identify the skill levels of the children in their programs, and to track the development of skills across the year. The Florida VPK Assessment focuses on skills that are clear predictors of later school success and that have instructional value.

How can the Assessment help VPK teachers?

The use of this assessment may help VPK teachers better understand the developmental continuum of literacy, language, and math skills and the critical role they play in helping promote skill development and school readiness. The results from the Florida VPK Assessment are not used for accountability, but instead to guide instruction and provide information about how a child is likely to perform on the Florida Kindergarten Readiness Screener (FLKRS) (and the other Kindergarten -through third grade assessment currently in development).

VPK ASSESSMENT ONLINE REPORTING SYSTEM

What is the VPK Assessment Online Reporting System and what is its purpose?

The VPK Assessment Online Reporting System was developed to provide teachers with a user friendly tool to track children's progress in attaining the skills in the Standards for Four-Year-Olds, so that teachers may use this information to guide instructional decisions in the VPK classroom.

Are VPK providers required to use the VPK Online Reporting System?

Yes. VPK Providers are required to enter each VPK child's results into the VPK Assessment Online Reporting System after administering the VPK Assessment items for Assessment Period 1 (AP1) and Assessment Period 3(AP3).

Are there instructions on how to access/use the VPK Assessment Online Reporting System?

Yes. Instructions are available beginning on page 19 in the VPK Assessment Teacher's Manual –Third Edition and on the Bright Beginnings home page at <https://www.brightbeginningsfl.org> in the Announcements section at the bottom of the page.

How do I get a Provider ID and temporary Password to access the VPK Assessment Online Reporting System?

The Florida Department of Education/Office of Early Learning issues the VPK Administrator at each center/school a letter in the mail which contained the four-or five- digit Provider ID number and information regarding how to begin the new process for registration to access the Online Reporting System. You can also contact the Florida Department of Education/Office of Early Learning at VPKAssessment@fldoe.org or 1-866-447-1159.

What should providers do if children withdraw from the center/school before the end of the program year?

Providers are required to administer the VPK Assessment and enter scores for each child for AP1 and AP3. If a child withdraws after AP1, the VPK provider should check the "Did Not Participate" box for that child on the Assessment Data tab for the remaining Assessment Periods.

I am having issues such as navigating the system, online reporting, saving and/or submitting my scores, etc. Where do I go for assistance?

Hints and advice to navigate the VPK Assessment Online Reporting System are available beginning on page 19 of in the VPK Assessment Teacher's Manual – Third Edition. Also, be sure to read the Frequently Asked Questions located on www.brightbeginningsfl.org website, and clicking "VPK Assessment". Be sure to review both the "Download Frequently Asked Questions-Florida VPK Assessment" box at the top of the page and the "Download Frequently Asked Questions-VPK Assessment Online Reporting System" box located halfway down the page.

How can I receive assistance if I am having trouble accessing/using the VPK Assessment Online Reporting System?

Go to <https://www.brightbeginningsfl.org/RequestAssistance/RequestAssistance.aspx> to submit a request for assistance or email the Florida Department of Education/Office of Early Learning at VPKAssessment@fldoe.org and include the following in your email

- Center's/School's name and complete physical address
- Provider ID (4- or 5- digit number), if known
- User Name and Password, if known
- Description of issue

I do not see my question about the VPK Assessment Online Reporting System listed here. Where can I go for more information?

Reference the Frequently Asked Questions located on www.brightbeginningsfl.org website, click "VPK Assessment". Be sure to review both the "Download Frequently Asked Questions-Florida VPK Assessment" box at the top of the page and the "Download Frequently Asked Questions-VPK Assessment Online Reporting System" box located halfway down the page.

VPK PROVIDER KINDERGARTEN READINESS RATE

What is the VPK Provider Kindergarten Readiness Rate?

The Florida Department of Education/State Board of Education is required by law (Section 1002.69(5), Florida Statutes) to calculate a kindergarten readiness rate for each private and public school VPK Provider of either the School-Year (540-hour) or Summer (300-hour) program. The VPK Provider Kindergarten Readiness Rate measures how well a VPK Provider prepares four-year olds to be ready for kindergarten based upon the Florida Early Learning and Developmental Standards for Four-Year Olds (2011). The VPK Standards describe what four-year old children should know and be able to by the end of their prekindergarten year.

Where can I access my Center's/School's VPK Provider Readiness Rate?

On the Florida Department of Education/Bureau of Voluntary Prekindergarten website <https://vpk.fldoe.org> VPK Providers can log in to view their readiness rate.

What is a Provider on Probation?

A Provider on Probation is a VPK Provider whose readiness rate is at or below the minimum set by the State Board of Education.

What is required of a Provider on Probation?

Providers on Probation are required to acknowledge their status and submit and implement an improvement plan. The first year provider designated as a Provider on Probation is required to complete a "Provider Needs Assessment" to identify targeted areas of improvement. A provider designated as a Provider on Probation for three consecutive years is required to submit a Good Cause Exemption Application.

How is an improvement plan created?

After the provider acknowledges the designation as a Provider on Probation, an improvement plan template may be accessed online, which will be pre-populated with individual provider information. The plan includes a list of targeted areas for improvement based upon a provider's needs assessment of its VPK program; a list of specific actions already taken, or proposed to be taken for improvement in one of more of the targeted areas; and a timeline to implement the proposed actions. **Providers who have been designated Provider on Probation must choose one of the Department of Education's 14 approved curricula or submit a staff development plan to strengthen instruction in language development and phonological awareness for the Department of Education's approval as a target area.**

How will a provider know if their improvement plan is approved?

To find out if a plan has been approved a provider should log on to the readiness rate website to review their status (pending, approved, or disapproved) by clicking on the link for the Improvement Process home page. Providers will also receive an update status from Florida Department of Education.

What happens if a provider's improvement plan is disapproved?

If a plan is not approved, the provider's status will be displayed as "disapproved" until the provider revises the plan as instructed by the Coalition. It is important that while revising the plan the provider read and thoughtfully address the notes as presented in the Comments Box. An amended plan must be submitted within 14 calendar days from the date of disapproval. Providers have two opportunities to resubmit plans. It is important to note, a provider's improvement plan must be approved 30-days prior to the start of the VPK program.

What happens if a provider's Revised improvement plan is disapproved for a third time?

The Coalition is unable to sign a VPK contract with the provider if the improvement plan is not approved. A provider on probation cannot begin instruction for a new VPK class or program and will not receive funding for VPK.

Where do the Coalition's notes and comments appear?

The comments are located at the bottom of the page called "Coalition Comments".

What are the most common reasons an improvement plan is disapproved?

- Completion dates do not reflect the activities of the entire school year.

- Staff Development and Developmentally Curriculum both selected. Choose one or the other target area, not both.
- The plan does not explain targeted areas for improvement based upon a provider's needs assessment of its VPK program.
- VPK curriculum selected is not one of the FL DOE's 14 approved curricula.
- Grammatical and syntax errors. Tip: have someone proof the plan before submitting.

How can the disapproved plan be edited?

Providers should go into the area on the plan that requires editing, click on the target area, and select that target area. After making the edits in the target area(s) then edit the completion dates.

I do not see my question listed, where can I go to find more information about the readiness rate and improvement plan process?

Go to the Florida Department of Education VPK Provider Kindergarten Readiness Rate website's Frequently Asked Questions, <https://vpk.fldoe.org/InfoPages/FAQ.aspx>.

PROFESSIONAL DEVELOPMENT

Where can I find professional development activities in my area for VPK directors, administrators, and teachers?

To review and register for Instructor-Led and Online professional development opportunities visit the Florida Department of Children and Families' (DCF) website at <https://training01-dcf.myflorida.com/dcf/cct/inf0001.html> and click "CCTA Training Portal – Course Registration" on the left side of the page. After logging click on "Save and Continue" to proceed to the Personal Menu. Next, click on "Save and Continue" then click on "Instructor-Led or Online Courses Enroll/Unenroll."

What type of training can assist me administer the VPK Assessment?

An Instructor-Led professional development titled *How to Administer the Florida Voluntary Prekindergarten (VPK) Assessment* is available through the Department of Education (DOE). DOE-Approved trainers from Early Learning Coalition of Broward County, Inc. and school districts across the state provide information on how to administer, record, and score each of the VPK Assessment measures. Participants will also receive an overview of the VPK Assessment Online Reporting System.

What other Instructor-Led trainings can assist with VPK Assessment?

Integrating the Standards: Phonological Awareness will address children's development of phonological awareness skills among a continuum and identify activities and teaching strategies that can enhance children's learning in this area. *Standards for Four Year Olds* addresses language development and phonological awareness standards and benchmarks. *VPK Assessment Instruction Implications* demonstrates how to link the results of assessment to planning in class and with individual children in the VPK classroom.

Are Provider on Probation required to participate in Instructor-Led training?

Providers on Probation who chose the DOE-Approved Staff Development Plan must participate in this four Instructor-Led training to receive credit on their DCF transcript. In addition, Providers on Probation who chose the DOE-Approved Staff Development Plan must participate in Online training titled *Emergent Literacy for VPK Instructors and Language and Vocabulary in the VPK Classroom*.

How do I obtain a copy of my certificate of completion for attended trainings?

On the Florida Department of Children and Families' (DCF) website, <https://training01-dcf.myflorida.com/dcf/cct/inf0001.html>, click on "CCTA Training Portal – Course Registration" on

the left side of the page. After logging in click on "Save and Continue", which will bring you to the Personal Menu page; select "My Student Information and Transcript." On this page you can print certificates, review messages, obtain confirmations, and check transcripts and courses. ***It may take 7-21 days for certificates of completion to be posted.***