

2010 Summer VPK Provider Registration Information



The Early Learning Coalition of Manatee County will begin accepting provider registrations for 2010 Summer VPK on **March 29, 2010**. The AWI-VPK 10 form is required from any new provider or for current programs that have any changes. AWI-VPK 11 class forms are required from all programs.

Programs not currently offering a 2009-2010 school-year VPK program must complete these steps before receiving approval to offer a class:

1. Submit an AWI-VPK 10 form
2. Attend a Provider Orientation
3. Sign a VPK agreement with ELC-Manatee prior to receiving approval to offer the class

The forms to use to complete provider registration are **AWI-VPK 10** (dated 2/14/2007) and **AWI-VPK 11** (dated 5/24/2007). They are located online at www.elc-manatee.org under Provider Forms. The following conditions must be met for ELC-Manatee to accept the paperwork for review:

- All supporting documentation must be present
- All boxes must be filled in completely
- No liquid correction fluid or dry correction tape used
- Any mistakes may be crossed through with one thin line then initialed and dated

Tips to remember:

- Summer VPK ratio is 1 teacher with 4-year approved degree to 12 students. There is no allowance for adding an assistant and having more than 12 students. There is also no allowance for exceptions to having the approved 4-year degree.
- The 300-hour program must be completed prior to the start of public school.
- Meals, snacks, and outdoor time can be counted if there are intentional teaching strategies implemented during these times that are directly related to the VPK Standards - 2008 version.
- Nap time is NOT VPK reimbursable time.
- All staff must have Level II clearance letters, not be in the process of screening. For staff who work for the public schools during the school year, obtaining a signed, dated letter from the personnel office for the school district in which they are regularly employed during the school year stating that the person is currently fully background screened and eligible to teach children is acceptable.
- IT'S OKAY TO PLAY IN VPK! VPK is not intended as a stream of teacher directed activities, each designed to impart knowledge on a specific skill. The program must be developmentally appropriate. Children learn best through exploration, discovery, and practice in environments set up by teachers who know what skills the children will achieve by using the materials and equipment provided. Therefore, outdoor play should not be all large group instructional time or large group activity time. There could be learning centers outdoors to facilitate guided play.

The first "List of Approved Providers for Summer VPK 2010" will be posted on www.elc-manatee.org on Friday, April 16, 2010. Future updates to this list will be posted on subsequent Fridays.

For questions or clarifications, please contact Jay Burnell at (941) 757-2900 extension 204 or Cari Whiddon at (941) 757-2900 extension 267.

