

## VPK Pre-and Post-Assessment Guidance for Coalitions and School Districts

### Requirements

Florida Statute 1002.67(3) directs each private or public VPK provider in the Voluntary Prekindergarten Program to implement an evidence based pre- and post-assessment that has been approved by rule of the State Board of Education.

The State Board of Education approved the Florida Voluntary Prekindergarten (VPK) Assessment, a progress monitoring tool, developed by the Florida Department of Education in cooperation with the Florida Center for Reading Research (2010), for implementation by all private VPK providers and school districts beginning in the 2012-2013 program year.

The 2014-15 General Appropriations Act includes an allocation, at line item 90, that requires the Office of Early Learning to purchase an observational pre- and post-assessment instrument that shall also be implemented by all private VPK providers and school districts.

The observational pre- and post-assessment shall be developmentally appropriate, provide valid and reliable data to measure student learning gains and assess all domains as identified in the *Florida Early Learning and Developmental Standards for Four-Year-Olds (2011)*, which include but are not limited to early literacy, numeracy, and language, to the maximum extent possible.

### Administering the VPK Assessment

All VPK providers operating a traditional 540 hour school-year program (e.g., August-April/May), are required to administer the VPK Assessment during Assessment Period 1 (AP1), the month of September and Assessment Period 3 (AP3), the month of April/May. Providers on Probation that have chosen the DOE-approved Staff Development Plan are also required to administer the VPK Assessment during AP2.

All providers with non-traditional school-year programs are being treated as semester or summer programs. These providers should administer the assessment items for AP1 at the beginning of their program and the assessment items for AP3 at the end of their program.



## Entering Data in the VPK Assessment Online Reporting System

### Traditional 540 School-Year Programs

June 15 was the last day for VPK providers with a traditional 540 school-year program (e.g., Aug. – April/May) to enter and submit AP3 assessment data in the VPK Assessment Online Reporting System. Although these providers may access the Online Reporting System, they cannot enter and submit data after June 15.

Coalition and District Administrators receive email reminders 15 days prior to the deadline for each assessment period (e.g., AP1 – Oct. 31; AP2 – Feb. 15; AP3 – June 15), regarding the providers with traditional programs who have not entered and submitted data. The emails will continue until each provider has entered and submitted assessment data or the submission deadline has passed, whichever occurs first.

### Non-Traditional or Semester 540 hour School-Year and Summer Programs

All providers with non-traditional 540 hour school-year programs are being treated as semester or summer programs. These providers are required to enter and submit assessment data **no later than 15 days after the last day of their VPK program.**

Examples of **Non-Traditional 540 hour School-Year Programs** include;

- A 540 hour school-year program that is less than 8 months or has a start date that is on or after October 1.
- A 540 hour school-year program that is 9 months or longer **and** the last day of the program is after May 31.

Examples of **Semester 540 hour School-Year Programs** include;

- A 540 hour school-year program that starts on August 21 and ends on December 19.
- A 540 hour school-year program that starts on January 9 and ends on May 28.

Examples of **Summer Programs** include;

- A 300 hour program that is less than 2 months (e.g., starts on June 16 and ends on Aug 5 or starts on June 2 and ends on July 18).

Coalition and District Administrators receive email reminders 15 days prior to the established deadline (e.g., **15 days after the last day of the VPK program**), regarding the providers with non-traditional or semester 540 hour school-year and summer programs who have not entered and submitted data. The emails will continue until each provider has entered and submitted assessment data or the submission deadline has passed, whichever occurs first.



## Non-Compliance

If a private VPK provider or public school fails or refuses to implement the VPK Assessment as a pre- and post-assessment, or if a provider or public school engages in misconduct, the Office of Early Learning (OEL) shall require the early learning coalition to remove the provider and require the school district to remove the school from eligibility to deliver the Voluntary Prekindergarten Education Program and receive state funds for a period of five (5) years.

The early learning coalition and school district will notify OEL of all the providers who are not in compliance with the requirement to implement the VPK Assessment as a pre- and post-assessment (i.e., administer the assessment, enter and submit assessment data online). OEL will provide a spreadsheet to each early learning coalition and school district for the purpose of reporting providers who are not in compliance.

## Exceptions

All requests for exceptions will be considered by OEL on a case by case basis. The early learning coalition will notify OEL of all requests by VPK providers for exception to the requirement to implement a pre- and post-assessment.

- The VPK provider received the VPK Assessment materials after AP1 (on or after October 1)

**Evidence:** OEL verification with Drummond Press

- The VPK provider administered the assessment as required for AP1 and AP3, but did not submit the assessment data online.

**Evidence:** The provider must present a Response Booklet for each child in the VPK Classroom. The coalition or school district will verify that each Response Booklet is completed and dated within appropriate assessment period.

# Frequently Asked Questions

**1. How will VPK providers know about the deadlines for entering and submitting assessment data in the VPK Assessment Online Reporting System?**

Any provider that has not submitted data will receive an automated email 15 days prior to the submission deadline. The emails will continue at predetermined intervals (e.g., day 10, 5, 4, 3, 2 and 1), until the provider has entered and submitted assessment data or the submission deadline has passed, whichever occurs first.

**2. If a provider has registered to access the VPK Assessment Online Reporting System but hasn't entered any scores all year, can the coalition or school district contract with them again to provide VPK?**

The provider will not be able to contract to offer VPK services for a period of five years, due to non-compliance with their contract which requires each provider to follow all statutes and rules.

**3. What if providers didn't administer the assessment for AP1 and AP3 as required, but administered the assessment during AP1 and AP2 or AP2 and AP3 instead?**

Providers with a traditional 540 hour school-year program should have administered AP1 (pre-assessment) and AP3 (post-assessment) as that is what is required by law. AP2 is optional for all providers except Providers on Probation that choose the staff development plan as a part of their improvement plan.

**4. What if a provider entered and submitted assessment data for AP1, but did not meet the submission deadline for AP3?**

The provider will not be able to contract to offer VPK services for a period of five years, due to non-compliance with their contract which requires each provider to follow all statutes and rules.