

VPK Providers in Incomplete Status and Providers on Probation (POP) Frequently Asked Questions

Forms

1. Does a POP select one of the Improvement Plan forms to submit and complete?

No, an Improvement Plan consists of all three parts:

- Form DEL VPK 31A, Voluntary Prekindergarten (VPK) Education Program Improvement Plan: Curriculum
- Form DEL VPK 31B, Voluntary Prekindergarten (VPK) Education Program Improvement Plan: Staff Development Plan
- Form DEL VPK 31C, Voluntary Prekindergarten (VPK) Education Program Improvement Plan: Communication Plan

2. What is the “Accountability ID” on the Technical Assistance and Improvement Plan forms?

The Accountability ID is a Provider Portal generated identifier for providers that allows DEL, coalitions and providers to track VPK accountability for a VPK provider across certain business changes (e.g., change in licensure status, location, employer identification number, or ownership change to a related party).

Providers can locate their Accountability ID in the Provider Site Summary of their Provider Portal account.

3. Which Program Year does the provider select on the Technical Assistance and Improvement Plan forms?

The POP will select the program year during which the improvement plan activities will take place.

Submission Methodology and Timeframe – Revised March 2026

4. Do incomplete providers need a coalition approved technical assistance plan before they can execute a new VPK contract or start its VPK classes?

No.

5. Do POPs need a coalition approved improvement plan before they can execute a new VPK contract or start their VPK classes?

No.

6. Will providers and coalitions use the Readiness Rate website to submit, review and maintain technical assistance and improvement plans?

No, the Readiness Rate website is not used in the new VPK accountability system. Coalitions must select a method to receive improvement plans.

7. Is there a limit to how many times a POP can revise and resubmit an improvement plan to the coalition for review and approval?

No, there is no explicit limit in rule regarding how many times a provider can revise and resubmit an improvement plan to the coalition for review and approval. However, a provider must be mindful of the required timeframes for improvement plan implementation.

8. What is the submission deadline for incomplete providers or POPs that execute a VPK contract more than 30 days after the performance metrics and designations release date?

An incomplete provider or POP that executes a VPK contract more than 30 days after the release date is to submit its completed technical assistance or improvement plan to the coalition as soon as possible, but no later than 30 days after the first date of VPK instruction.

Implementation

9. What happens when a POP submits evidence of completion to the coalition by the deadline, but when the coalition reviews the submission finds that it is not adequate?

The coalition must implement the noncompliance determination and corrective action notice requirements described in Form DEL-VPK 20, Statewide Voluntary Prekindergarten Provider Contract, Paragraph XI. A provider's failure to implement corrective action is grounds for termination for cause of the provider's contract.

10. Are coalitions required to obtain evidence that a provider completed the strategies documented on its technical assistance plan?

There is no requirement that coalitions obtain evidence of completion for a technical assistance plan, but coalitions are encouraged to work closely with incomplete providers to support their efforts.

School-Year and Summer

11. Does an incomplete provider need separate technical assistance plans for school-year VPK and summer VPK if it is in incomplete status for both program types?

Yes, an incomplete provider must have a separate improvement plan for school-year VPK and summer VPK if it is in incomplete status for both program types.

12. Does a provider on probation for both school-year and summer complete one improvement plan or two?

A provider on probation for both school-year and summer must have two separate improvement plans. The improvement plans may reflect the same activities, but that is not a requirement.

13. If a VPK staff member at a POP for school-year and summer works in both programs, how many staff development hours are they required to complete: twenty or forty?

If the improvement plans for school-year and summer reflect the same staff development activities for VPK staff, then the VPK staff member will only need to complete the twenty hours. Further, a VPK staff member who works in **both** school-year and summer programs for the POP can apply staff development activities completed after June 30th towards the staff development hours requirement for both the school-year and the summer improvement plans.

VPK Staff

14. Does VPK staff include substitutes?

No. For the purposes of the improvement plan, VPK staff does not include individuals who are **only** registered as substitute instructors in the Provider Portal.

15. Do curriculum training and staff development requirements apply to new VPK staff?

Yes, new VPK staff starting after an improvement plan is approved must meet the curriculum training and staff development requirements by whichever comes later: the normal implementation deadline or 90 days from their VPK position start date.

16. Can curriculum training and staff development activities obtained by an individual before they started as VPK staff be applied toward the improvement plan requirements?

Yes, curriculum training and staff development activities obtained by an individual before they started as VPK staff can be applied toward the improvement plan requirements as long as the training and activities meet the requirements outlined in the *Guide to Voluntary Prekindergarten Provider on Probation Improvement Plans* available at <https://www.fldoe.org/schools/early-learning/vpk-accountability.stml>.

17. Can training completed by an individual to meet the requirements of a VPK director or instructor be applied toward the improvement plan requirements?

Yes, training completed by an individual to meet the requirements of a VPK director or instructor can be applied toward the improvement plan requirement as long as the training meets the requirements outlined in the *Guide to Voluntary Prekindergarten Provider on Probation Improvement Plans* available at <https://www.fldoe.org/schools/early-learning/vpk-accountability.stml>.

Other Questions – Revised March 2026

18. Who do I contact if I have other questions about technical assistance plans or improvement plans?

Email your ELC VPK provider representative.

19. Can a provider supplement the DOE approved VPK curriculum with additional curricula?

The primary tool for instruction must be the DOE approved VPK curriculum. Providers may **supplement** the DOE approved VPK curriculum, however, curricula not on the DOE approved VPK curricula list, has not been reviewed for alignment to the Florida Early Learning Developmental Standards (FELDS) and therefore, it is unknown whether they are standards aligned or meet or exceed all statutory requirements.