

EARLY LEARNING COALITION OF OSCEOLA COUNTY

VPK PROVIDER ELIGIBILITY DETERMINATION

ITEM: 510A.04

EFFECTIVE DATE: 5-31-07

REVISED: 10-19-15, 3-25-21, 4-1-23, 6-29-23, 7-1-26

Page 1 of 3

POLICY STATEMENT

The Early Learning Coalition of Osceola County (Coalition) shall adhere to and verify criteria for VPK provider eligibility before deeming a provider eligible to provide the Voluntary Prekindergarten (VPK) program in accordance with s. 1002.55(3), F.S.

PROCEDURE

Providers that register to offer the VPK program must submit all forms adopted by this rule on the single statewide information system (known as the Provider Portal) and found at <https://providerservices.floridaearlylearning.com>

If approved providers applying to become a VPK provider they must execute the Statewide VPK Provider Contract Form DEL-VPK 20, with either Form DEL-VPK 20PP, Private Provider Attachment, or Form DEL-VPK 20PS, Public School Attachment, as applicable.

A school district may execute a single VPK Provider Contract on behalf of all public school VPK providers within the district, and the owner or manager of multiple private VPK providers may execute a single contract on behalf of all private providers within the Coalition's service area. Prior to contract execution, the provider must complete and submit the VPK Application (VPK-APP), including teacher credentials, the VPK calendar, and classroom information. VPK services may not begin until the contract is fully executed. Neither the Coalition nor a VPK provider may omit, supplement, or amend the VPK provider contract except by execution of the Form DEL-VPK 20A.

The following components will be verified prior to contract execution:

1. If the provider holds a Gold Seal Quality designation, accreditation shall be verified as approved by the Florida Department of Education (DEL).
2. The provider must comply with curriculum requirements pursuant (s.1002.67(2), F.S.)
3. The provider must comply with the 540 instructional hours for the school year and/or the 300 instructional hours for the summer program. The summer program operates between May 1st and the day before the start of the school year.
4. Each instructor must have Level II background screening clearance, including a complete Affidavit of Good Moral Character.
5. Providers must register with and use the E-Verify system to verify the work authorization status of all new employees. Represents that it does not employ, contract with or subcontract with an unauthorized alien, and shall provide an affidavit affirming this prior to the effective date of the contract. The provider further acknowledges violation of s. 448.09(1), F.S. shall result in termination of the contract and makes the provider ineligible to sign another contract to provide these services for a one-year (1) period from the date of termination.

EARLY LEARNING COALITION OF OSCEOLA COUNTY

VPK PROVIDER ELIGIBILITY DETERMINATION

ITEM: 510A.04

EFFECTIVE DATE: 5-31-07

REVISED: 10-19-15, 3-25-21, 4-1-23, 6-29-23, 7-1-26

Page 1 of 3

6. For the school year program, the lead instructor holds at a minimum, a Child Development Associate (CDA) credential issued by the National Credentialing Program or the Florida Child Care Professional Credential (FCCPC), a credential approved by the Department of Children and Families as being equivalent to the national credential or holds one of the following educational credentials:
 - 1) A bachelor's or higher degree in early childhood education, prekindergarten or primary education, or family and consumer science.
 - 2) A bachelor's or higher degree in elementary education, if the prekindergarten instructor has been certified to teach children any age from birth through 6th grade, regardless of whether the instructor's educator certificate is current.
 - 3) An associate's or higher degree in child development; An associate's or higher degree in an unrelated field, at least six (6) credit hours in early childhood education or child development, and at least 480 hours experience in teaching or providing childcare services for children any age from birth through eight (0-8) years of age; or
 - 4) An educational credential approved by the Department of Education as being equivalent to or greater than an educational credential described above.
7. For the summer program, the instructor holds a valid Florida Educator Certificate or has one of the following credentials:
 1. A bachelor's or higher degree in early childhood education, prekindergarten or primary education, preschool education or family and consumer science; or
 2. A bachelor's or higher degree in elementary education, if the prekindergarten instructor has been certified to teach children any age from birth through 6th grade, regardless of whether the instructor's educator certificate is current.
8. In accordance with 6M-8.400, at a minimum, each class must be composed of at least four children enrolled in the VPK program prior to the issuance of the initial pre-payment for VPK; All VPK Lead instructors must also complete.
 1. Implementing the Florida Standards in Preschool Classroom: 3 Years Old to Kindergarten and,
 2. Three 5-hour emergent literacy courses. After completing the first three Emergency Literacy courses, the VPK Lead teacher must complete one emergent literacy course every five years.
9. Upon determination that the provider has met the minimum legislative requirements for being a VPK provider in accordance with Rule 6M-8.300, F.A.C., the Coalition will initiate the Statewide School Readiness Provider Contract via the online provider portal. Once reviewed, the Chief Executive, Chief Program Officer, or designated manager will approve and sign the contract. A coalition must execute and retain this contract electronically in compliance with Section 668.50, F.S., the Uniform Electronic Transaction Act.

EARLY LEARNING COALITION OF OSCEOLA COUNTY

VPK PROVIDER ELIGIBILITY DETERMINATION

ITEM: 510A.04

EFFECTIVE DATE: 5-31-07

REVISED: 10-19-15, 3-25-21, 4-1-23, 6-29-23, 7-1-26

Page 1 of 2

10. VPK Program Ineligibility. A provider is ineligible to contract if the provider has a Class I violation, is on the USDA National Disqualified List, has been terminated from VPK for fraud, is otherwise ineligible under Florida law, has an associated individual who meets any disqualifying condition, or has been removed for noncompliance with section 1002.68, Florida Statutes. Any revocation based on a Class I violation must be applied consistently in accordance with Rule 6M-8.702, Florida Administrative Code.
11. Transfer of Ownership. In the event of a change of ownership, the Provider must notify the Coalition of at least thirty (30) calendar days prior to the transfer. The new owner is required to meet all eligibility requirements. The Coalition has up to thirty (30) calendar days to execute or decline a new contract. A new VPK Provider Contract must be fully executed prior to the delivery of services.
12. VPK Logotype usage. Providers must comply with VPK Logotype Usage and Brand Guidelines, Form DEL-VPK 20B (February 2026).

PARTIES AFFECTED

All eligible early education and care providers in Osceola County seeking to become a Voluntary Prekindergarten provider.

ASSOCIATED DOCUMENTS / FORMS

- Form DEL-VPK 20, Form DEL-VPK 20PP, Form DEL-VPK 20PS, Form DEL-VPK 20A Form OEL- VPK 10, Form OEL-VPK 11A, & Form OEL-VPK 11B.