

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: August 14, 2012 Consent Regular
 Ordinance Public Hearing

Department

Submitted By: Community Services

Submitted For: Head Start/Early Head Start & Children's Services

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

- A) **Approve** The State of Florida Voluntary Prekindergarten (VPK) Education Program Statewide Provider Agreement with the Early Learning Coalition of Palm Beach County, for the period October 1, 2012, through June 30, 2013, to provide VPK services to 531 children for 540 hours per child per year; and
- B) **Authorize** the County Administrator or his designee to sign necessary documents regarding the VPK Program.

Summary: The 2012- 2013 VPK Program will provide early childhood services to 531 4-year old children currently enrolled in 10 of the County's Head Start centers: Boynton Beach, Delray Beach, Jupiter, Lake Worth, Pahokee, Palm Glades, Riviera Beach, South Bay, Westgate, and West Palm Beach. Due to the many documents required by the Grantor, the delegation of signing authority to the County Administrator or his designee is being requested to expedite signed documents getting to the Grantor. The VPK reimbursement rate is \$2,462.83 per child per year for services to 531 children for 540 hours. VPK Reimbursement is based on actual attendance of the children. The County received \$1,151,863 in VPK reimbursement for fiscal year 2011. No County match is required. (Head Start) Countywide (TKF)

Background and Justification: A constitutional amendment passed by Florida's voters in November 2002 required a VPK program for all 4-year old children by fall 2005. The VPK Education Program was created and took effect in each county at the beginning of the 2005 school year. The program is organized, designed and delivered in accordance with Article IX, Section 1(b) and (c) of the Florida Constitution. Palm Beach County Head Start and Children Services Division operates Head Start programs for 2,061 economically disadvantaged children (birth - 5 years) at 10 county operated child care centers and 10 contractually operated child care agencies for 10 hours per day per year. Current levels of Federal and county funding has not kept pace with the increased cost of program operations. The Partnership with the VPK Education Program will bring in State funds to support the program's implementation of services for the 4-year old children.

Attachments: State of Florida VPK Education Program Statewide Provider Agreement

Recommended By: [Signature] Date 7/18/12
Department Director Date

Approved By: [Signature] Date 8/3/12
Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2012	2013	2014	2015	2016
Capital Expenditures					
Operating Costs		1,120,567			
External Revenue		(1,120,567)			
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT		0			

# ADDITIONAL FTE POSITIONS (Cumulative)					
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Is Item Included In Proposed Budget? Yes No

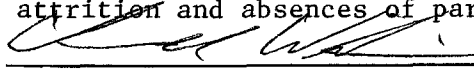
Budget Account No.:

Fund 1002 Dept 147 Unit 1459 Object Var. Program Code Var. Program Period Var.

B. Recommended Sources of Funds/Summary of Fiscal Impact:

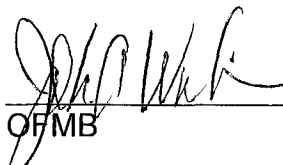
Funding source is the State of Florida. There is no net fiscal impact on this item. Amount quoted is an estimate of revenues based on enrolled kids. Actual reimbursement will vary. Budgeted amount is \$187,195 less than calculated amount from Summary due to expected attrition and absences of participants.

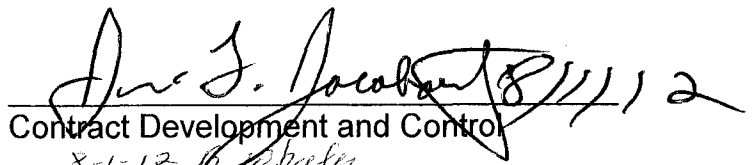
C. Departmental Fiscal Review:


 Taruna Malhotra, Director of Financial & Support Svcs

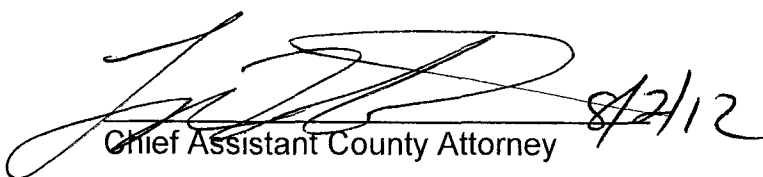
III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:


 OFMB
 JB A
 7/20-7/19/12
 7/19/12
 (5/15/12)


 Contract Development and Control
 8-1-12
 Wheeler

B. Legal Sufficiency:


 Chief Assistant County Attorney
 8/2/12

C. Other Department Review:

 Department Director

This summary is not to be used as a basis for payment.



STATE OF FLORIDA
VOLUNTARY PREKINDERGARTEN EDUCATION PROGRAM
STATEWIDE PROVIDER AGREEMENT

I. PARTIES AND TERM OF AGREEMENT

1. **THIS AGREEMENT** is made and entered into this ____ day of _____, 20____, by and between the Early Learning Coalition of Palm Beach County ("COALITION"), and Palm beach County Board of County Commissioners (hereinafter referred to as "PROVIDER"), with its principal offices located at 301 North Olive Avenue, West Palm Beach, Florida 33401. If PROVIDER is a school district executing a single Agreement on behalf of multiple public school VPK providers, a list of the public school VPK providers with which the COALITION enters into this Agreement and their physical addresses are included in Attachment A. If PROVIDER is the owner of multiple private providers or multiple sites executing a single Agreement on behalf of multiple private VPK providers or multiple VPK sites, a list of the VPK providers or VPK sites and their physical addresses are included in Attachment A.
2. This Agreement applies to the 20 12 -20 13 Voluntary Prekindergarten Education (VPK) program year. PROVIDER shall offer a 540 hour school-year program and/or a 300 hour summer program. This Agreement begins on August 14, 2012, or on the date on which the Agreement is signed by the last party required to sign the Agreement, whichever occurs last, and expires upon completion or termination of all PROVIDER's VPK program year programs eligible to be offered under this Agreement. PROVIDER will not receive payment for VPK services before this Agreement is fully executed by both parties or after expiration of the Agreement.
3. PROVIDER certifies that each location at which PROVIDER offers the VPK program, meets all of the qualifications and requirements for offering the VPK program established by statute, rule, and this Agreement at all times PROVIDER offers the VPK Program. PROVIDER agrees that failure to comply with all of the qualifications and requirements for offering the VPK program at all times at any location at which PROVIDER offers the VPK program may result in ineligibility to offer the VPK program at that location and termination of this Agreement in whole or in part. In the event PROVIDER has executed this Agreement on behalf of multiple public school VPK providers, private VPK providers, or private VPK sites, and fails to ensure compliance with all qualifications and requirements for offering the VPK program at one or more locations listed in Attachment A, the COALITION may demonstrate termination of this Agreement with respect to that location by striking through the location after following the termination processes outlined in this Agreement. This Agreement will remain in force and effect as to all locations in Attachment A which are not stricken.
4. This Agreement binds the successors, assigns, and legal representatives of PROVIDER and of any legal entity that succeeds to the obligations of the State of Florida, Agency for Workforce Innovation (Agency), or COALITION. If the ownership or corporate structure of PROVIDER changes, PROVIDER must notify COALITION 14 calendar days before the change so that COALITION may obtain the appropriate forms and information.

II. PROVIDER ELIGIBILITY

5. PROVIDER certifies that it has registered with COALITION on forms prescribed by the Agency, that any information supplied by PROVIDER is accurate and complete, and that it will notify COALITION within 14 calendar days of any change of the information submitted on those forms. PROVIDER is encouraged to notify COALITION prior to implementing changes as changes may result in PROVIDER's failure to comply with all VPK qualifications and requirements.
6. COALITION has reviewed the documents submitted by PROVIDER and, based on the information submitted, has determined that PROVIDER is currently eligible to deliver the VPK program. COALITION shall return a fully executed copy of this Agreement to PROVIDER as notification that PROVIDER is eligible to begin offering the VPK program. PROVIDER shall not offer the VPK program prior to receiving a fully executed copy of this Agreement from COALITION.
7. PROVIDER certifies and agrees to continually ensure each of its VPK instructor(s) and substitute instructor(s):

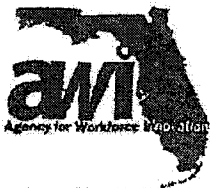
25. PROVIDER understands that COALITION will not issue a final payment to PROVIDER for the VPK program year until PROVIDER certifies the annual cumulative attendance of each child enrolled in PROVIDER's VPK program in accordance with the rules of the Agency.
26. PROVIDER agrees that, if the end-of-year reconciliation of payments reveals that PROVIDER received payments in excess of the amount owed to PROVIDER, COALITION will offset the overpayment against the final payment owed to PROVIDER for the program year and any future payments issued to PROVIDER for early learning programs. If PROVIDER ceases to offer early learning programs before the overpayment is fully offset, PROVIDER agrees to return the funds it was overpaid. If PROVIDER fails to return the funds it was overpaid, PROVIDER may be subject to collection efforts.
27. If PROVIDER is a Head Start Agency, PROVIDER understands that, in accordance with federal law, PROVIDER's Head Start programs must be "in addition to, and not in substitution for, comparable services previously provided without Federal assistance" (Title 42, United States Code, section 9835(c)).
28. If PROVIDER receives federal funds under Title 20, United States Code, sections 6311-6322 (Title I), PROVIDER understands that, in accordance with federal law, PROVIDER may "use [those Title I] Federal funds to supplement, [but] not [to] supplant non-Federal funds" (Title 20, United States Code, section 6314(a)(3)(B)).

VII. NOTIFICATION

29. PROVIDER agrees that it will comply with each of COALITION's notification requirements listed in Attachment B for the purpose of:
 - a. Providing notice of class transfers of children at the same provider location;
 - b. Providing notice of changes to information provided on Forms AWI-VPK 10 and AWI-VPK 11;
 - c. Providing notice of changes to class calendars;
 - d. Submitting written documentation demonstrating temporary closure and subsequent reopening; and
 - e. Providing notice and documentation of dismissal of students.
30. PROVIDER understands that failure to follow COALITION's notification requirements is noncompliance with this Agreement and may result in corrective action under Paragraph 41.

VIII. MAINTENANCE OF RECORDS, DATA, AND CONFIDENTIALITY

31. PROVIDER agrees that, in accordance with section 1002.72, Florida Statutes, records of students enrolled in the VPK program, including personal identifying information, are confidential and exempt from disclosure as public records. PROVIDER certifies that it will keep all VPK records confidential and disclose the records and information found within the records only in accordance with law or this Agreement. PROVIDER agrees that it will release the records of students enrolled in the VPK program to COALITION, COALITION's representative or agent, and/or the Agency upon request. PROVIDER further agrees that a parent of a VPK student has the right to inspect and review the records of his or her child and obtain a copy of his/her child's records.
32. PROVIDER certifies that it will maintain all VPK records, including the VPK records of each VPK student, VPK instructor, substitute instructor, or VPK director for the greater of: five (5) years after the student's last day of attendance or the employee's last day of employment as a VPK instructor, substitute instructor, or VPK director; until all investigations to which the records are pertinent have been resolved; or the time period established under the retention schedules and disposal process adopted under section 119.021(2), Florida Statutes.
33. In the event that PROVIDER permanently ceases to offer the VPK program before the conclusion of the retention period for VPK records as described in paragraph 32., whether as a result of unilateral or mutual termination of PROVIDER's eligibility to offer the VPK program or as a result of PROVIDER ceasing to do business, PROVIDER shall transfer all VPK records required to be maintained under paragraph 32. to COALITION, in a manner and form to be determined by COALITION, no later than the close of business on the day PROVIDER ceases to offer the VPK program.



STATE OF FLORIDA
VOLUNTARY PREKINDERGARTEN
EDUCATION PROGRAM

Attachment B

**Informed Parental Consent for
Class Transfers**

A student enrolled in the Voluntary Prekindergarten (VPK) Education Program may transfer to a different class at the same provider if the transfer is within the same program type. The VPK program has *two program types*:

- A school-year prekindergarten program (*540 instructional hours*); and
- A summer prekindergarten program (*300 instructional hours*).

This form may be used to conduct a class transfer. A class transfer allows a student to change VPK classes and receive the remaining instructional hours for that program type. The state will fund up to, but not more than the remaining VPK instructional hours allowed for a student's program type, even if the new class's instructional hours extend beyond this amount. To move between a school-year and summer program, or to move to another VPK provider, the student must withdraw and reenroll under the provisions for *good cause** or *extreme hardship**. If *good cause* or *extreme hardship* applies, the parent or guardian should complete Form AWI-VPK 05 (Reenrollment Application). This form may also be used when class transfers are conducted at the same provider and the remaining VPK instructional hours change because of the class transfer.

1. Child's last name	First name	Middle name	Jr./Sr./III	2. Child's date of birth
3. Name and full address of provider or school				
4. Former lead instructor			FOR OFFICIAL USE 5. VPK class ID	
6. New lead instructor			FOR OFFICIAL USE 7. VPK class ID	
FOR OFFICIAL USE ONLY				
Total VPK instructional hours	Elapsed VPK instructional hours		Remaining VPK instructional hours	

INFORMED PARENTAL CONSENT

I have chosen to transfer my child to another class at the same provider. I have been given information concerning the number of instructional hours remaining in the VPK class that I have selected for my child. I make this choice freely, knowing that once my child is transferred to the new program/class, he or she may not be eligible to complete the full instructional hours delivered by the provider's class if the provider's class extends beyond the remaining VPK instructional hours allowed for funding.

7. Last name of parent/guardian	First name	Middle name	Jr./Sr./III
8. Signature of parent/guardian			9. Date signed

Form
AWI-VPK 06
(12/21/2010)

** Your local early learning coalition can provide you with a definition of "good cause" or "extreme hardship" and help you determine whether a reenrollment under one of those provisions is allowable.*



NOTIFICATION OF VOLUNTARY PREKINDERGARTEN (VPK) PROVIDER ACTION

Provider Name _____

Address _____

City _____, FL _____ Zip _____

Change of Director (VPK 10)

Former Director: _____ New Director: _____

Effective Date of change: _____

• Submit updated VPK 10 Application and all required documents along with this form.

Remove Instructor

Instructor: _____ End Date: _____ Type: _____

Delete VPK Class

Class Identifier: _____ Instructor Name: _____ Effective Date: _____

Change of Times of VPK Instruction
(Submit updated VPK 11 B)

Class Calendar (letter): _____ Effective Date of Change: _____

Previous Times of VPK Instruction: _____ New Times of VPK Instruction: _____

Change in VPK Non-Instructional Dates
(Submit updated VPK 11 B)

Class Calendar (letter): _____ Effective Date of Change: _____

Previous Non-Instructional Day(s): _____

New Non-Instructional Day(s): _____

I have examined this application and, to the best of my knowledge and belief, the information provided is true and correct. If any of this information changes, I understand that the provider must submit updated information to the coalition, in writing, within 14 days of the change. I also understand that the provider is encouraged to submit updated information before a change is implemented as the provider may be out of compliance with the requirements of the VPK program if the changes are implemented before the coalition approves of the changes.

Signature of Authorized Representative _____ Printed Name of Authorized Representative _____

Date _____

Change Approved by: PC/VPK/US/Coal Approval Date: _____

Provider ID# _____

3111 S. Dixie Highway, Suite 222 • West Palm Beach, FL 33405

2/15/2012



DCF - Identification Number

Center	Address	Expiration	License #	Capacity
Palm Beach County Head Start-Boynton Beach Center	909 NE 3rd Street-Boynton Beach, FL 33435	12/31/2012	50-51-0103161	121
Palm Beach County Head Start-Delray Beach Center	610 SW 15th Avenue-Delray Beach, FL 33444	12/31/2012	50-51-0103056	65
Palm Beach County Head Start-Jupiter Center	6415 Indiantown Road - Jupiter, FL 33458	12/31/2012	50-51-0103320	67
Palm Beach County Head Start-Lake Worth Center	1699 Wingfield Street-Lake Worth , FL 33460	12/31/2012	50-51-0103459	90
Palm Beach County Head Start-Pahokee Center	380 East 5th Street - Pahokee, FL 33476	12/31/2012	50-51-0103573	99
Palm Beach County Head Start-Palm Glades Center	850 Palm Glades Drive-Belle Glade, FL 33430	12/31/2012	50-51-0103673	74
Palm Beach County Head Start-Riviera Beach Center	1440 W. MLK Blvd-Riviera Beach, FL 33404	12/31/2012	50-51-0202821	125
Palm Beach County Head Start-South Bay Center	990 US HWY 27 North-South Bay, FL 33493	12/31/2012	50-51-0273373	196
Palm Beach County Head Start-WestgateCenter	3691 Oswego Avenue-Westgate, FL 33409	12/31/2012	50-51-0394324	35
Palm Beach County Head Start-West Palm Beach Center	100 Chillingworth Dr-West Palm Beach, FL 33409	12/31/2012	50-51-0318824	221



CHILD CARE LICENSE
Palm Beach County Health Department



Permit Number: 50-51-01031

This certifies that **Palm Beach County Headstart/Boynton Beach**, owned by **Palm Beach County Board of County Commissioners**, located at **909 NE 3rd Street, Boynton Beach**, has been inspected by the Palm Beach County Health Department on behalf of the Child Care Facilities Board and meets the minimum standards of the Palm Beach County Rules & Regulations Governing Child Care Facilities, & Chapter 59-1698, Laws of Florida, as amended. As such, the owner is permitted to operate the facility with a **maximum capacity of 121 children**. The license holder shall comply with the above-referenced laws, rules, & regulations incorporated by reference herein as if set out in full. This license may be revoked for failure to comply with the same. **Special Conditions: Infant Capacity is 0**

Fee: \$534.00

Date Paid: 12/20/2011

Issue Date: DEC 20 2011

Permit Expires: 12/31/2012

Audit Control: 50-BID-1824088

Mail To: **Palm Beach County Board of County Commissioners**
Attn: Dr. Carmen Nicholas
3323 Belvedere Road, Building 502
West Palm Beach, FL 33406

(Non-Transferable)

DISPLAY CERTIFICATE IN A CONSPICUOUS PLACE



CHILD CARE LICENSE
Palm Beach County Health Department



Permit Number: 50-51-01030

This certifies that **Palm Beach County Headstart/Delray Beach**, owned by **Palm Beach County Board of County Commissioners**, located at **610 SW 15th Avenue, Delray Beach**, has been inspected by the Palm Beach County Health Department on behalf of the Child Care Facilities Board and meets the minimum standards of the Palm Beach County Rules & Regulations Governing Child Care Facilities, & Chapter 59-1698, Laws of Florida, as amended. As such, the owner is permitted to operate the facility with a **maximum capacity of 65 children**. The license holder shall comply with the above-referenced laws, rules, & regulations incorporated by reference herein as if set out in full. This license may be revoked for failure to comply with the same. **Special Conditions: Infant Capacity is 0**

Fee: \$310.00

Date Paid: 12/20/2011

Issue Date: **DEC 20 2011**

Permit Expires: 12/31/2012

Audit Control: 50-BID-1824087

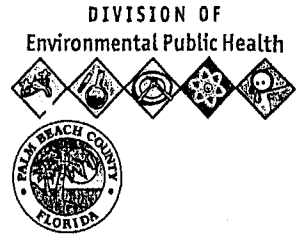
Mail To: **Palm Beach County Board of County Commissioners**
Attn: Dr. Carmen Nicholas
3323 Belvedere Road 502
West Palm Beach, FL 33406

(Non-Transferable)

DISPLAY CERTIFICATE IN A CONSPICUOUS PLACE



CHILD CARE LICENSE
Palm Beach County Health Department



Permit Number: **50-51-01033**

This certifies that **Palm Beach County Headstart/Jupiter**, owned by **Palm Beach County Board of County Commissioners**, located at **6415 W Indiantown Road, Jupiter**, has been inspected by the Palm Beach County Health Department on behalf of the Child Care Facilities Board and meets the minimum standards of the Palm Beach County Rules & Regulations Governing Child Care Facilities, & Chapter 59-1698, Laws of Florida, as amended. As such, the owner is permitted to operate the facility with a **maximum capacity of 67 children**. The license holder shall comply with the above-referenced laws, rules, & regulations incorporated by reference herein as if set out in full. This license may be revoked for failure to comply with the same. **Special Conditions: Infant Capacity is 0**

Fee: **\$318.00**
Date Paid: **12/20/2011**
Issue Date: **DEC 20 2011**
Permit Expires: **12/31/2012**
Audit Control: **50-BID-1824089**

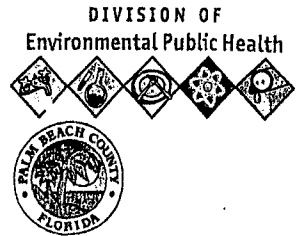
Mail To: **Palm Beach County Board of County Commissioners**
Attn: Dr. Carmen Nicholas
3323 Belvedere Road, Building 502
West Palm Beach, FL 33406

(Non-Transferable)

DISPLAY CERTIFICATE IN A CONSPICUOUS PLACE



CHILD CARE LICENSE
Palm Beach County Health Department



Permit Number: 50-51-01034

This certifies that **Palm Beach County Headstart/Lake Worth**, owned by **Palm Beach County Board of County Commissioners**, located at **1699 Wingfield Street, Lake Worth**, has been inspected by the Palm Beach County Health Department on behalf of the Child Care Facilities Board and meets the minimum standards of the Palm Beach County Rules & Regulations Governing Child Care Facilities, & Chapter 59-1698, Laws of Florida, as amended. As such, the owner is permitted to operate the facility with a **maximum capacity of 90 children**. The license holder shall comply with the above-referenced laws, rules, & regulations incorporated by reference herein as if set out in full. This license may be revoked for failure to comply with the same. **Special Conditions: Infant Capacity is 0**

Fee: \$410.00

Date Paid: 12/20/2011

Issue Date: **DEC 20 2011**

Permit Expires: 12/31/2012

Audit Control: 50-BID-1824090

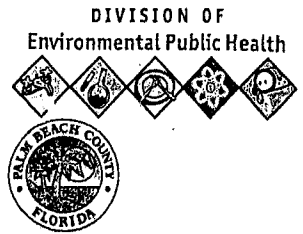
Mail To: **Palm Beach County Board of County Commissioners**
Attn: Dr. Carmen Nicholas
3323 Belvedere Road, Building 502
West Palm Beach, FL 33406

(Non-Transferable)

DISPLAY CERTIFICATE IN A CONSPICUOUS PLACE



CHILD CARE LICENSE
Palm Beach County Health Department



Permit Number: 50-51-01035

This certifies that **Palm Beach County Headstart/Pahokee**, owned by **Board of County Commissioners of Palm Beach County**, located at **380 E 5th Street, Pahokee**, has been inspected by the Palm Beach County Health Department on behalf of the Child Care Facilities Board and meets the minimum standards of the Palm Beach County Rules & Regulations Governing Child Care Facilities, & Chapter 59-1698, Laws of Florida, as amended. As such, the owner is permitted to operate the facility with a **maximum capacity of 99 children**. The license holder shall comply with the above-referenced laws, rules, & regulations incorporated by reference herein as if set out in full. This license may be revoked for failure to comply with the same. **Special Conditions: Infant Capacity is 0**

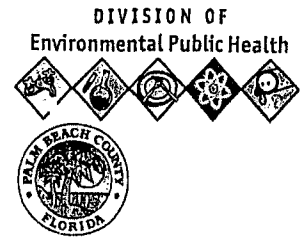
Fee: \$446.00
Date Paid: 12/20/2011
Issue Date: **DEC 20 2011**
Permit Expires: 12/31/2012
Audit Control: 50-BID-1824092

Mail To: **Board of County Commissioners of Palm Beach County**
Attn: Dr. Carmen Nicholas
3323 Belvedere Road 502
West Palm Beach, FL 33406

(Non-Transferable) DISPLAY CERTIFICATE IN A CONSPICUOUS PLACE



CHILD CARE LICENSE
Palm Beach County Health Department



Permit Number: **50-51-01036**

This certifies that **Palm Beach County Headstart/Palm Glade**, owned by **Board of County Commissioners of Palm Beach County**, located at **850 Palm Glade Drive, Belle Glade**, has been inspected by the Palm Beach County Health Department on behalf of the Child Care Facilities Board and meets the minimum standards of the Palm Beach County Rules & Regulations Governing Child Care Facilities, & Chapter 59-1698, Laws of Florida, as amended. As such, the owner is permitted to operate the facility with a **maximum capacity of 74 children**. The license holder shall comply with the above-referenced laws, rules, & regulations incorporated by reference herein as if set out in full. This license may be revoked for failure to comply with the same. **Special Conditions: Infant Capacity is 0**

Fee: **\$346.00**

Date Paid: **12/20/2011**

Issue Date: **DEC 20 2011**

Permit Expires: **12/31/2012**

Audit Control: **50-BID-1824091**

Mail To: **Board of County Commissioners of Palm Beach County**
 Attn: Dr. Carmen Nicholas
 3323 Belvedere Road 502
 West Palm Beach, FL 33406

(Non-Transferable)

DISPLAY CERTIFICATE IN A CONSPICUOUS PLACE



CHILD CARE LICENSE
Palm Beach County Health Department



Permit Number: 50-51-02028

This certifies that **Palm Beach County Headstart/Riviera Beach**, owned by **Palm Beach County Board of County Commissioners**, located at **1440 Martin Luther King Boulevard, Riviera Beach**, has been inspected by the Palm Beach County Health Department on behalf of the Child Care Facilities Board and meets the minimum standards of the Palm Beach County Rules & Regulations Governing Child Care Facilities, & Chapter 59-1698, Laws of Florida, as amended. As such, the owner is permitted to operate the facility with a **maximum capacity of 125 children**. The license holder shall comply with the above-referenced laws, rules, & regulations incorporated by reference herein as if set out in full. This license may be revoked for failure to comply with the same. **Special Conditions: Infant Capacity is 0**

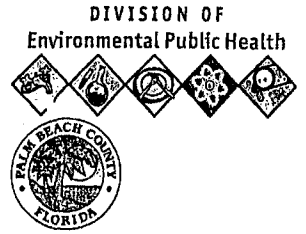
Fee: \$550.00
Date Paid: 12/20/2011
Issue Date: DEC 20 2011
Permit Expires: 12/31/2012
Audit Control: 50-BID-1824183

Mail To: Palm Beach County Board of County Commissioners
Attn: Dr. Carmen Nicholas
3323 Belvedere Road, Building 502
West Palm Beach, FL 33406

(Non-Transferable) **DISPLAY CERTIFICATE IN A CONSPICUOUS PLACE**



CHILD CARE LICENSE
Palm Beach County Health Department



Permit Number: 50-51-02733

This certifies that **Palm Beach County Headstart/South Bay**, owned by **Palm Beach County Board of County Commissioners**, located at **990 US 27 N, South Bay**, has been inspected by the Palm Beach County Health Department on behalf of the Child Care Facilities Board and meets the minimum standards of the Palm Beach County Rules & Regulations Governing Child Care Facilities, & Chapter 59-1698, Laws of Florida, as amended. As such, the owner is permitted to operate the facility with a **maximum capacity of 196 children**. The license holder shall comply with the above-referenced laws, rules, & regulations incorporated by reference herein as if set out in full. This license may be revoked for failure to comply with the same. **Special Conditions: Infant Capacity is 20**

Fee: \$834.00

Date Paid: 12/20/2011

Issue Date: **DEC 20 2011**

Permit Expires: 12/31/2012

Audit Control: 50-BID-1824218

Mail To: **Palm Beach County Board of County Commissioners**
Attn: Dr. Carmen Nicholas
3323 Belvedere Road 502
West Palm Beach, FL 33406

(Non-Transferable)

DISPLAY CERTIFICATE IN A CONSPICUOUS PLACE



CHILD CARE LICENSE
Palm Beach County Health Department



Permit Number: 50-51-03943

This certifies that **Palm Beach County Headstart/Westgate**, owned by **Palm Beach County Board of County Commissioners**, located at **3691 Oswego Avenue, West Palm Beach**, has been inspected by the Palm Beach County Health Department on behalf of the Child Care Facilities Board and meets the minimum standards of the Palm Beach County Rules & Regulations Governing Child Care Facilities, & Chapter 59-1698, Laws of Florida, as amended. As such, the owner is permitted to operate the facility with a **maximum capacity of 35 children**. The license holder shall comply with the above-referenced laws, rules, & regulations incorporated by reference herein as if set out in full. This license may be revoked for failure to comply with the same. **Special Conditions: Infant Capacity is 0**

Fee: \$190.00
Date Paid: 12/20/2011
Issue Date: DEC 20 2011
Permit Expires: 12/31/2012
Audit Control: 50-BID-1824286

Mail To: **Palm Beach County Board of County Commissioners**
Attn: Dr. Carmen Nicholas
3323 Belvedere Road, Building 502
West Palm Beach, FL 33406

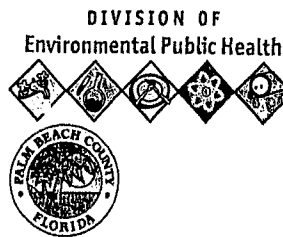
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(Non-Transferable)

DISPLAY CERTIFICATE IN A CONSPICUOUS PLACE



CHILD CARE LICENSE
Palm Beach County Health Department



Permit Number: **50-51-03188**

This certifies that **Palm Beach County Headstart/West Palm Beach**, owned by **Palm Beach County Board of County Commissioners**, located at **100 S Chillingworth Drive, West Palm Beach**, has been inspected by the Palm Beach County Health Department on behalf of the Child Care Facilities Board and meets the minimum standards of the Palm Beach County Rules & Regulations Governing Child Care Facilities, & Chapter 59-1698, Laws of Florida, as amended. As such, the owner is permitted to operate the facility with a **maximum capacity of 221 children**. The license holder shall comply with the above-referenced laws, rules, & regulations incorporated by reference herein as if set out in full. This license may be revoked for failure to comply with the same. **Special Conditions: Infant Capacity is 34**

Fee: \$934.00
 Date Paid: 12/20/2011
 Issue Date: **DEC 20 2011**
 Permit Expires: 12/31/2012
 Audit Control: 50-BID-1824244

Mail To: **Palm Beach County Board of County Commissioners**
 Attn: Dr. Carmen Nicholas
 3323 Belvedere Road, Building 502
 West Palm Beach, FL 33406

(Non-Transferable)

DISPLAY CERTIFICATE IN A CONSPICUOUS PLACE

Attachment....B

Other (Non-Gold Seal) Accreditation Information

Center	Accrediting Agency	Expiration Date
Palm Beach County Head Start-Boynton Beach Center	National Association for the Education of Young children (NAEYC)	12/1/2016
Palm Beach County Head Start-Delray Beach Center	National Association for the Education of Young children (NAEYC)	4/30/2014
Palm Beach County Head Start-Jupiter Center	National Association for the Education of Young children (NAEYC)	1/1/2015
Palm Beach County Head Start-Lake Worth Center	National Association for the Education of Young children (NAEYC)	1/1/2015
Palm Beach County Head Start-Pahokee Center	National Association for the Education of Young children (NAEYC)	12/1/2014
Palm Beach County Head Start-Palm Glades Center	National Association for the Education of Young children (NAEYC)	4/30/2014
Palm Beach County Head Start-Riviera Beach Center	National Association for the Education of Young children (NAEYC)	12/31/2013
Palm Beach County Head Start-South Bay Center	National Association for the Education of Young children (NAEYC)	5/31/2013
Palm Beach County Head Start-WestgateCenter	National Association for the Education of Young children (NAEYC)	8/31/2014
Palm Beach County Head Start-West Palm Beach Center	National Association for the Education of Young children (NAEYC)	12/1/2016

National Association for the Education of Young Children

Having met the NAEYC Early Childhood Program Standards,
Palm Beach County Head Start at Boynton Beach

909 Northeast 3rd Street
Boynton Beach, FL 33435
Program ID 274686

is hereby awarded

NAEYC Accreditation

by the NAEYC Academy for Early Childhood Program Accreditation

12/01/2016

Certificate is valid until date above.

www.rightchoiceforkids.org
accreditation.information@naeyc.org
800-424-2460



Mark R. Ginsberg
Mark R. Ginsberg, Ph.D.
NAEYC Executive Director

National Association for the Education of Young Children

Having met the NAEYC Early Childhood Program Standards,

*Palm Beach County Head Start at Delray
Beach*

*610 SW 15th Avenue
Delray Beach FL 33444
Program Id 274670
is hereby awarded*

NAEYC Accreditation

by the NAEYC Academy for Early Childhood Program Accreditation

04/30/2014

Certificate is valid until date above.

www.rightchoiceforkids.org
accreditation.information@naeyc.org
800-424-2460



Mark R. Ginsberg
Mark R. Ginsberg, Ph.D.
NAEYC Executive Director

National Association for the Education of Young Children

Having met the NAEYC Early Childhood Program Standards,

Palm Beach County Head Start at Jupiter

*6415 Indiantown Road
Jupiter FL 33458
Program ID 429287*

is hereby awarded

NAEYC Accreditation

by the NAEYC Academy for Early Childhood Program Accreditation

01/01/2015

Certificate is valid until date above.

www.rightchoiceforkids.org
accreditation.information@naeyc.org
800-424-2460



Mark R. Ginsberg
Mark R. Ginsberg, Ph.D.
NAEYC Executive Director

National Association for the Education of Young Children

Having met the NAEYC Early Childhood Program Standards,
Palm Beach County Head Start at Lake Worth

1699 Wingfield Street
Lake Worth FL 33460
Program ID 281110

is hereby awarded

NAEYC Accreditation

by the NAEYC Academy for Early Childhood Program Accreditation

01/01/2015

Certificate is valid until date above.

www.rightchoiceforkids.org
accreditation.information@naeyc.org
800-424-2460



Mark R. Ginsberg
Mark R. Ginsberg, Ph.D.
NAEYC Executive Director

National Association for the Education of Young Children

Having met the NAEYC Early Childhood Program Standards,
Palm Beach County Head Start at Pahokee

*380 East 5th Street
Pahokee FL 33476
Program ID 274659*

is hereby awarded

NAEYC Accreditation

by the NAEYC Academy for Early Childhood Program Accreditation

12/01/2014

Certificate is valid until date above.

www.rightchoiceforkids.org
accreditation.information@naeyc.org
800-424-2460



Mark R. Ginsberg
Mark R. Ginsberg, Ph.D.
NAEYC Executive Director

National Association for the Education of Young Children

Having met the NAEYC Early Childhood Program Standards,

*Palm Beach County Head Start - Palm
Glades Center*

*850 Palm Glades Drive
Belle Glade FL 33430
Program Id 281094*
is hereby awarded

NAEYC Accreditation

by the NAEYC Academy for Early Childhood Program Accreditation

04/30/2014

Certificate is valid until date above.

www.rightchoiceforkids.org
accreditationinformation@naeyc.org
800-424-2460



Mark R. Ginsberg
Mark R. Ginsberg, Ph.D.
NAEYC Executive Director

National Association for the Education of Young Children

Having met the NAEYC Early Childhood Program Standards,

*Palm Beach County Head Start at Riviera
Beach*

*1440 West Martin Luther King Boulevard
Riviera Beach FL 33404
Program Id 461811
is hereby awarded*

NAEYC Accreditation

by the NAEYC Academy for Early Childhood Program Accreditation

12/31/2013

Certificate is valid until date above.

www.rightchoiceforkids.org
accreditation.information@naeyc.org
800-424-2460



Mark R. Ginsberg
Mark R. Ginsberg, Ph.D.
NAEYC Executive Director

National Association for the Education of Young Children

Having met the NAEYC Early Childhood Program Standards,

*Palm Beach County Head Start at South
Bay*

990 US Highway 27 North

South Bay FL 33493

Program Id 281119

is hereby awarded

NAEYC Accreditation

by the NAEYC Academy for Early Childhood Program Accreditation

05/31/2013

Certificate is valid until date above.

www.rightchoiceforkids.org
accreditation.information@naeyc.org
800-424-2460



Mark R. Ginsberg
Mark R. Ginsberg, Ph.D.
NAEYC Executive Director

National Association for the Education of Young Children

Having met the NAEYC Early Childhood Program Standards,

Palm Beach County Head Start at Westgate

3691 Oswego Avenue

Westgate FL 33409

Program Id 274681

is hereby awarded

NAEYC Accreditation

by the NAEYC Academy for Early Childhood Program Accreditation

08/31/2014

Certificate is valid until date above.

www.rightchoiceforkids.org
accreditationinformation@naeyc.org
800-424-2460



Mark R. Ginsberg
Mark R. Ginsberg, Ph.D.
NAEYC Executive Director

National Association for the Education of Young Children

Having met the NAEYC Early Childhood Program Standards,

*Palm Beach County Head Start/Early Head Start at West
Palm Beach*

*100 North Chillingworth Drive
West Palm Beach, FL 33409
Program ID 337685*

is hereby awarded

NAEYC Accreditation

by the NAEYC Academy for Early Childhood Program Accreditation

12/01/2016

Certificate is valid until date above.

www.rightchoiceforkids.org
accreditation.information@naeyc.org
800-424-2460



A handwritten signature in black ink, appearing to read "Jerlean E. Daniel".

Jerlean E. Daniel, Ph.D.
NAEYC Executive Director

Director's Credential

Center	Credential Certificate Number	Credential Active Date	Credential Inactive Date
Tarsha Weston - Palm Beach County Head Start-Boynton Beach Center	2808793	5/5/2009	5/5/2014
Daniel Fuentes -Palm Beach County Head Start-Delray Beach Center	3027406	1/22/2009	1/22/2014
Patrice SaintSurin - Palm Beach County Head Start-Jupiter Center	3859082	9/22/2011	9/22/2016
Mary Jane Gonzalez - Palm Beach County Head Start-Lake Worth Center	2820797	1/8/2009	1/8/2014
George Crittenden - Palm Beach County Head Start-Pahokee Center	2880990	1/1/2009	1/1/2014
Brenda Bruno-Gaston - Palm Beach County Head Start - Palm Glades	3765367	9/22/2011	9/22/2016
Deborah Slydell-Burke -Palm Beach County Head Start-Riviera Beach Center	2833576	11/6/2008	11/6/2013
Pearl Saddler - Palm Beach County Head Start-South Bay Center	3728705	7/12/2011	7/12/2016
Diane Sharpe - Palm Beach County Head Start-WestgateCenter	2783944	1/1/2009	1/1/2014
Rona Sears - Palm Beach County Head Start-West Palm Beach Center	3920892	7/3/2012	7/3/2017

Florida Department of Children and Families Child Care Services
certifies that

Tarsha Weston

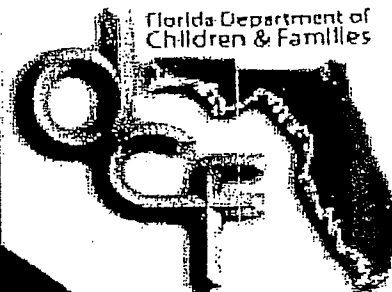
has successfully met all requirements for the
Florida Child Care and Education Program
Director Credential

**Advanced
Renewal**

Active Date:
05/05/2009

Inactive Date:
05/05/2014

VPK Exempt
Certificate No:
2808793



Netronal Russo
Director
Child Care Services

Florida Department of Children and Families Child Care Services
certifies that

Daniel Fuentes

has successfully met all requirements for the
Florida Child Care and Education Program
Director Credential

Level I
Original

Active Date:
01/22/2009

Inactive Date:
01/22/2014

VPK Endorsed
Certificate No:
3027406

Florida Department of
Children & Families



Neonatal Russo
Director
Child Care Services

Florida Department of Children and Families Child Care Services
certifies that

Patrice Saintsurin

has successfully met all requirements for the
**Florida Child Care and Education Program
Director Credential**

**Advanced
Renewal**

Active Date:
09/22/2011

VPK Exempt
Certificate No:
3859082

Inactive Date:
09/22/2016



Nebronal Russo
Director
Child Care Services

Florida Department of Children and Families Child Care Services
certifies that

MaryJane Gonzalez

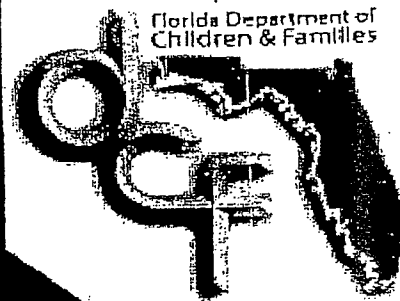
has successfully met all requirements for the
**Florida Child Care and Education Program
Director Credential**

**Advanced
Renewal**

Active Date:
01/08/2009

Inactive Date:
01/08/2014

VPK Endorsed
Certificate No:
2820797



Nehorah Russo
Director
Child Care Services

Florida Department of Children and Families Child Care Services
certifies that

George Crittenden

has successfully met all requirements for the
Florida Child Care and Education Program
Director Credential

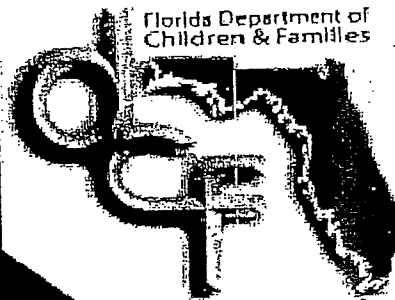
Active Date:
01/01/2009

Level II
Renewal

Inactive Date:
01/01/2014

VPK Exempt

Certificate No:
2880990



Rebena Russo
Director
Child Care Services

Florida Department of Children and Families Child Care Services

certifies that

Brenda Bruno-Gaston

has successfully met all requirements for the
Florida Child Care and Education Program
Director Credential

Active Date:
09/22/2011

Inactive Date:
09/22/2016

Level I
Original

Certificate No.
3765367



Florida Department of
Children & Families

Nehorah Russo
Director
Child Care Services

Florida Department of Children and Families Child Care Services
certifies that

Deborah Slydell-Burke

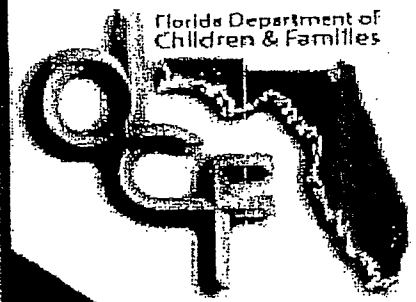
has successfully met all requirements for the
**Florida Child Care and Education Program
Director Credential**

**Advanced
Original**

Active Date:
11/06/2008

Inactive Date:
11/06/2013

VPK-Endorsed
Certificate No:
2833576



Deborah Busse
Director
Child Care Services

Florida Department of Children and Families Child Care Services
certifies that

Pearlie Saddler

has successfully met all requirements for the
Florida Child Care and Education Program
Director Credential

**Advanced
Renewal**

Active Date:
07/12/2011

Inactive Date:
07/12/2016

VPK Exempt
Certificate No:
3728705



Nebral Russo
Director
Child Care Services

Florida Department of Children and Families Child Care Services
certifies that

Diane Sharpe

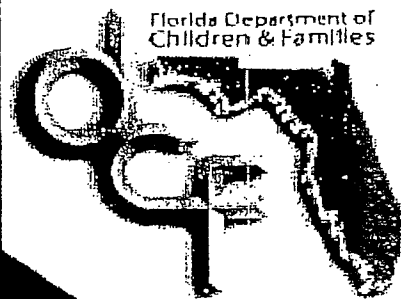
has successfully met all requirements for the
**Florida Child Care and Education Program
Director Credential**

**Advanced
Renewal**

Active Date:
01/01/2009

VPK Endorsed
Certificate No:
2783944

Inactive Date:
01/01/2014



Reborah Russo
Director
Child Care Services

Florida Department of Children and Families Child Care Services

certifies that

Rona Sears

has successfully met all requirements for the

Florida Child Care and Education Program

Director Credential

Advanced
Renewal

Active Date:

07/03/2012

Inactive Date:

07/03/2017

PKK Endorsed

Certificate No.

3920892

Florida Department of
Children & Families



Roberto Russo
Director
Child Care Services



STATE OF FLORIDA
VOLUNTARY PREKINDERGARTEN
EDUCATION PROGRAM

Attachment D

**Informed Parental Consent for
Class Transfers**

A student enrolled in the Voluntary Prekindergarten (VPK) Education Program may transfer to a different class at the same provider if the transfer is within the same program type. The VPK program has *two program types*:

- A school-year prekindergarten program (*540 instructional hours*); and
- A summer prekindergarten program (*300 instructional hours*).

This form may be used to conduct a class transfer. A class transfer allows a student to change VPK classes and receive the remaining instructional hours for that program type. The state will fund up to, but not more than the remaining VPK instructional hours allowed for a student's program type, even if the new class's instructional hours extend beyond this amount. To move between a school-year and summer program, or to move to another VPK provider, the student must withdraw and reenroll under the provisions for **good cause*** or **extreme hardship***. If **good cause** or **extreme hardship** applies, the parent or guardian should complete Form AWI-VPK 05 (Reenrollment Application). This form may also be used when class transfers are conducted at the same provider and the remaining VPK instructional hours change because of the class transfer.

1. Child's last name	First name	Middle name	Jr./Sr./III	2. Child's date of birth
3. Name and full address of provider or school				
4. Former lead instructor				FOR OFFICIAL USE 5. VPK class ID
6. New lead instructor				FOR OFFICIAL USE 7. VPK class ID
FOR OFFICIAL USE ONLY				
Total VPK instructional hours	Elapsed VPK instructional hours		Remaining VPK instructional hours	

INFORMED PARENTAL CONSENT

I have chosen to transfer my child to another class at the same provider. I have been given information concerning the number of instructional hours remaining in the VPK class that I have selected for my child. I make this choice freely, knowing that once my child is transferred to the new program/class, he or she may not be eligible to complete the full instructional hours delivered by the provider's class if the provider's class extends beyond the remaining VPK instructional hours allowed for funding.

7. Last name of parent/guardian	First name	Middle name	Jr./Sr./III
8. Signature of parent/guardian			9. Date signed

Form
AWI-VPK 06
(12/21/2010)

** Your local early learning coalition can provide you with a definition of "good cause" or "extreme hardship" and help you determine whether a reenrollment under one of those provisions is allowable.*



VOLUNTARY PREKINDERGARTEN

Attachment D

NOTIFICATION OF VOLUNTARY PREKINDERGARTEN (VPK) PROVIDER ACTION

Provider Name _____

Address _____

City _____, FL _____ Zip _____

Change of Director (VPK 10)

Former Director: _____ New Director: _____

Effective Date of change: _____

- Submit updated VPK 10 Application and all required documents along with this form.

Remove Instructor

Instructor: _____ End Date: _____ Type: _____

Delete VPK Class

Class Identifier: _____ Instructor Name: _____ Effective Date: _____

Change of Times of VPK Instruction
(Submit updated VPK 11 B)

Class Calendar (letter): _____ Effective Date of Change: _____

Previous Times of VPK Instruction: _____ New Times of VPK Instruction: _____

Change in VPK Non- Instructional Dates
(Submit updated VPK 11 B)

Class Calendar (letter): _____ Effective Date of Change: _____

Previous Non-Instructional Day(s): _____

New Non-Instructional Day(s): _____

I have examined this application and, to the best of my knowledge and belief, the information provided is true and correct. If any of this information changes, I understand that the provider must submit updated information to the coalition, in writing, within 14 days of the change. I also understand that the provider is encouraged to submit updated information before a change is implemented as the provider may be out of compliance with the requirements of the VPK program if the changes are implemented before the coalition approves of the changes.

Signature of Authorized Representative _____

Printed Name of Authorized Representative _____

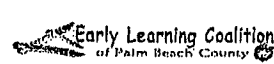
Date _____

Change Approved by: RCI/VPK/COA Approval Date: _____

Provider ID# _____

3111 S. Dixie Highway, Suite 222 • West Palm Beach, FL 33405

2/15/2012





ATTACHMENT B

**NOTIFICATION OF VOLUNTARY PREKINDERGARTEN (VPK) PROVIDER ACTION-
TEMPORARY CLOSURE OF THE PROVIDER'S VPK SITE
WHICH IS BEYOND THE PROVIDER'S CONTROL**

Provider Name		
Address		
City	, FL	Zip

Date(s) of Event	VPK Class Id	Reason(s) for Closure	Estimated Date when instruction will resume (if available)

- Please fax this form by the close of business on the day of the temporary closure to 561-514-3356.
- The Provider's calendar must be revised to make up the hours lost due to the temporary closure, submit a VPK Attachment 1 and an updated VPK 11-B. These changes must be submitted no more than 2 days after instruction has resumed.
- Revision of the VPK calendar is not required if the temporary closure was the result of a state of emergency declared by federal, state or local officials for up to 5 lost instructional days.

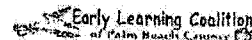
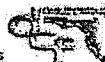
Thank you for your cooperation in this matter.

Signature of Authorized Representative

Date

FOR PROVIDER USE ONLY	
Approved by: _____	Approved to begin/start on: _____
Date New Calendar Received: _____	CC: VPK/SMP _____
Not Approved: _____	Revised 2/15/12

Family Central, Inc. • 3111 S. Dixie Hwy Suite 222 • West Palm Beach, FL 33405





ATTACHMENT B

NOTIFICATION OF VOLUNTARY PREKINDERGARTEN (VPK) PROVIDER ACTION
REQUEST FOR CHILD'S WITHDRAWAL FROM VPK PROGRAM

Provider Name: _____
 Address: _____
 City: _____, FL Zip: _____

Child's Name: _____
 (Last) (First) (MI)

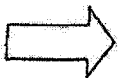
Parent's Name: _____
 (Last) (First) (MI)

Classroom ID: _____
 (Example: A, B, C)

Last date attended: _____

Reason for withdrawal: PLEASE CHECK

- PROVIDER DROPPED ENROLLMENT
- PARENT WITHDREW CHILD
- OTHER: _____



Signature of Authorized Representative _____

Date _____

Fax: Kerrica Savage @ 561-514-3366
 (All Centers, PB County Head Start, and PB County School District)

Family Central, Inc. • 3111 S. Dixie Hwy Suite 222 • West Palm Beach, FL 33405

