

April 2011



**Dear Sarasota County School Readiness Child Care Provider,**

A decision was made this year to consolidate the various mailings related to the annual renewal process for School Readiness Providers.

**Enclosed are several items that must be completed and returned by JUNE 1<sup>st</sup>** In order for you to be established as an active and current School Readiness provider for new fiscal year starting July.

**1. The first item is the 2011/2012 Early Learning Coalition School Readiness Provider Contract Agreement (GREEN).**

You will notice that this is a new format, which is now a statewide contract that was created at the request of providers across the state. Please review the Contract Agreement carefully and make sure that you are complying with all of the requirements as outlined. **Every provider that serves school readiness scholarship children must complete, sign, and return the Contract Agreement *and all addendums* no later than June 1, 2011.** Without a signed Contract Agreement in place the Coalition will **not be able to process July payments**. Payments for July will only be authorized from the date of when the contract is received in our offices if not received on time.

To ensure that legislative expectations are met, providers must list on the Contract Agreement Addendum the **curriculum** and **character development program** they are using and the **screening** and **assessment** tools they utilize. Providers who do not have these four program components in place **will be not be approved to serve school readiness scholarship children** until they can demonstrate that these four required elements are being appropriately implemented in their program. If a provider is using a curriculum that is not on the Coalition's approved list that provider must demonstrate that the curriculum being used meets all domains in the Florida Performance Standards.

**2. The School Readiness Holiday Schedule (BLUE).**

Please complete the holiday schedule form and return this with the contract agreement. If this form is not received, you will be assigned standard holidays.

**3. The CCRR annual update information form (PINK).**

Please complete your annual Child Care Resource and Referral update, including current rate information. This is needed to ensure that the CCRR database is current and all information is correct for your site. This is part of your contract with the Early Learning Coalition of Sarasota County.

Please note that the Coalition expects sites that serve school readiness scholarship children engage in a process of **continuous quality improvement** to achieve a minimum level of demonstrated quality, defined as the *equivalent of the criteria* for a "3 star level site," including meeting the minimum of a 4.0 average ERS score, even for those providers who are not fully participating in the Look for the Stars program.

This mailing is specific to School Readiness. Providers who also offer VPK should note that the separate statewide VPK provider agreement is not part of this mailing. Contracts for the Look for the Stars program and information on the associated benefits will be sent to participating providers separately.

**We value and appreciate your commitment to quality care for children and look forward to continuing to work with you on this common goal.**

Janet Kahn,  
Executive Director