

VPK PROGRAM CHANGES

Revised 7.20.09

Provider name:

Contact person:

Street address:

City/Zip:

Phone:

Fax:

Email:

**Note: Coalition must give prior approval before teachers start.
Coalition must be informed when teachers leave.**

Call Julia Smirnov at 954-4830 ext. 4 and leave a detailed message. Then **FAX FORM** to the Coalition at [954-4831](tel:954-4831) or email jsmirnov@earlylearningcoalitionsarasota.org

Teacher Changes Effective Date: _____

Teacher added – COALITION MUST GIVE PRIOR APPROVAL

Teacher's name: _____

VPK Class: _____

Documentation sent to ELC: Yes ___ No ___

Teacher left – COALITION MUST BE INFORMED

Teacher's name: _____

VPK Class: _____

Note: Child Care Connection must give prior approval before children are switched from one class to another.

Call Joyce Miller-Porter at 556-1600 ext 110 for approval then **FAX FORM** to Child Care Connection at [556-1606](tel:556-1606) or email jmiller@childcareconnectionsarasota.org

Child Changes Effective Date: _____

Classroom Change – CCC MUST GIVE PRIOR APPROVAL

Child's name: _____

From VPK Class: _____ To VPK Class: _____

Reason for the change: _____

Disenrolled – CCC MUST BE INFORMED

Child's name: _____

VPK Class: _____

Go to www.earlylearningcoalitionsarasota.org to download forms and get information