

# Florida **VPK**

## Specialized Instructional Services (SIS)



### To be eligible your child must...

- Have a current Individual Education Plan (IEP) from your local school district.
- Live in Florida.
- Turn 4 years old before Sept. 1 of program year. (Children born between Feb. 2 and Sept. 1 may postpone VPK SIS until next program year as long as they've not been admitted to kindergarten.)
- Not be participating in a Gardiner Scholarship.

1

### To apply for VPK SIS...



- Create account on the Family Portal at <https://familyservices.floridaeearlylearning.com>.
- Upload proof of residency, age and your child's IEP.
- Submit the VPK application.

2



### Once you receive your child's Certificate of Eligibility (COE) through the Family Portal...

- Fill out the SIS Supplemental Student Application (Form OEL-VPK 01S).
- Submit it to your local early learning coalition.
- You may contact the coalition for assistance.

3

### How are services provided?



- In individual and small group settings.
- By certified or licensed professionals specifically trained for instruction consistent with child's IEP.
- Services include but are not limited to
  - Applied behavioral analysis.
  - Speech language pathology.
  - Occupational therapy.
  - Listening and spoken language instruction.

4

### Professionals pre-approved to provide VPK SIS

- Individuals certified or licensed for applied behavioral analysis services.
- Licensed speech-language pathologists.
- Licensed occupational therapists.
- Licensed physical therapists.
- Licensed clinical social workers.
- Licensed psychologists.



Other professionals may apply for approval to offer VPK SIS services to the Florida Department of Education. All VPK SIS providers must execute a contract with the early learning coalition.

5

### If the coalition approves your SIS Supplemental Student Application, you will receive a VPK SIS Certificate of Eligibility (Form OEL-VPK 02S, part A). Then...



- Select one or more approved VPK SIS providers.
- Complete the Schedule of Services (Form OEL-VPK 02S, part B) with your provider to show how your VPK SIS funds will be used consistent with your child's IEP.
- When complete, turn it in to your local early learning coalition 10 business days before the first scheduled service.

6



### Timeframe

Depending on the VPK session a parent selects, all services must be completed and funds spent within this timeframe:

- School-year: No earlier than 14 calendar days before Labor Day until June 30.
- Summer: No earlier than May 1 and ending 15 calendar days before Labor Day.

7

### Payment



You must certify that services were received by initialing and dating Form OEL-VPK 02, part B.

8

