



VPK News Flash

Additional Information: New Attendance/Payment Policy

Attendance:

The Agency for Workforce Innovation (AWI) has issued new attendance policies for VPK. Beginning with the 2009-2010 school year, no more than 20% of a child's absence will be paid. This means for the 540 hours school-year program, only 108 hours will be paid for absences.

For programs offering three (3) hours daily, this means only 36 days will be paid for absences for the entire year (approximately two (2) days per month). As providers, it is critical to work with parents to help them understand the importance of children attending school every day and on-time.

*Notes excusing illness, vacation, or special family situations are no longer needed. Only 20% of absences will be paid.

Payment:

The Agency for Workforce Innovation (AWI) has issued a payment formula which ensures that a provider's total monthly payment for a child will be at least 80% for days attended. After the VPK program has ended, a reconciliation of payment will be conducted based on the 80% attendance, 20% absence policy. For example, if a child is absent for more than 20% in one month but is absent for less than 20% of the entire VPK year, the provider will receive a reconciliation payment at the end of the program (which may result in additional funds being due to a provider after their VPK program ends).

Providers Receiving Advance/Prepayments:

Providers that choose to accept advance payments shall receive an advance payment for each month of their VPK program. Each advance payment will be for the number of VPK instructional hours each child attends the program per month, multiplied by 95% of the VPK hourly rate (\$4.82). Reconciliation of advance payment against student attendance will be done monthly. The 80% attendance, 20% absence policy will be used to determine the total payment amount the provider has earned based on attendance. Because of the time required to process attendance rosters, the reconciliation for the first advance payment may alter the payment for the third month of the program. For example, a provider receiving an advance

payment for April will submit their attendance roster in May. The roster will be processed in May, and the amount the provider earned will be compared to the amount of provider's advance payment. If the provider was overpaid or underpaid for April, their advance payment for June will be adjusted to reflect the difference. At the end of the VPK program, the 80% attendance, 20% absence policy will be applied for the entire VPK year. This may reveal that additional funds are due to the provider or reveal that the provider received an overpayment.

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