

Instructions
Virginia Preschool Initiative (VPI) Data Collection and Application
Requirements for 2008-2009

All eligible localities, regardless of participation, must fax a certification form that certifies participation or non-participation in the spring and again in the fall.

The data and application will be collected through the Department of Education's Single Sign-On for Web Applications System (SSWS). The Web site is located at:

<https://plpe.doe.virginia.gov/ssws/login.page.do>. Access to the application must be requested through the school division's SSWS account manager.

A locality that chooses not to participate must fax the Certification of Non-Participation form to Cheryl Strobel at (804) 786-1703 by May 15, 2008.

If your locality is eligible and chooses to participate, additional information will be collected. Please have the following information available before you begin entering the data.

- Lead agency contact information
- Program contact information
- Number of full-day and/or half-day students to be served in 2008-2009
- Number of VPI classrooms
- Number of schools or centers
- Total number of VPI teachers
- Number of VPI teachers with BA degrees or higher
- Number of VPI teachers certified in NK or PK
- Number of VPI teachers with Associate degrees
- Number of VPI teachers with Child Development Associate (CDA) credentials
- Total number of paraprofessionals
- Number of paraprofessionals with BA degrees
- Number of paraprofessionals with Associate degrees
- Number of paraprofessionals with Child Development Associate (CDA) credentials
- Number of paraprofessionals with high school diplomas or GED credentials
- Types of schools or centers-check the type of entity that is directly paying the VPI staff. The choices are public, private for profit, and private nonprofit
- Name of curriculum
- Test/assessment (in addition to PALS-PreK)

Complete all data entry and print the Certification of Participation form. Sign and fax the certification to Cheryl Strobel at (804) 786-1703 by May 15, 2008.