



October 22, 2009

Dear VPK Providers,

Please read this information regarding:

- I. **The charging of fees for VPK**
- II. **Conference and preconference certificates**

### **I. Charging Fees for VPK**

It has come to my attention that some providers are charging parents for days their children do not attend and for which they will not be reimbursed. At **no time** is it appropriate to charge a parent a fee.

With the new 80/20 attendance policy, some providers are getting creative as they want to get reimbursed for days that may not be reimbursable per the new policy. According to the new policy, these days may be reimbursed at the end of the VPK class program. Charging any fee is **not legal**. Any request for payment or supplies must be done using the language "voluntary".

### **II. Preconference and Conference Certificates**

We are working diligently to get these out. We had said that these would be out to you within a month or two. Thank you for your patience. We have not forgotten you.

Thank you for your cooperation in this matter.

Sincerely,

A handwritten signature in blue ink that reads "Carol Wasserman, Ed. D." with a stylized flourish at the end.

Carol Wasserman, Ed. D.  
Vice President of Voluntary Prekindergarten and Special Projects

Enclosure