SUPERINTENDENT'S EMAIL

Contact: John Hendron, 804-225-4387

DATE: May 26, 2021

TO: Division Superintendents

FROM: James F. Lane, Ed.D., Superintendent of Public Instruction

SUPT'S EMAIL: Virginia Preschool Initiative Monitoring

The Virginia Department of Education (VDOE) is resuming ongoing monitoring of school divisions and localities implementing the Virginia Preschool Initiative (VPI). The purpose of VPI monitoring is to ensure compliance with the VPI Guidelines and to promote continuous improvement planning. Your division will be a part of the monitoring process for the 2021-2022 school year. VPI programs go through the monitoring process in cohorts. In 2021-2022, Cohort 3 will have an Onsite Review and Cohort 4 will have a Desk Review with Self-Study. Please see **Attachment A** for cohort designations.

Of special note this year is the role of Virginia's newly introduced Unified Measurement and Improvement System, which will begin with Practice Year 1 for some communities in school year 2021-2022. The focus of the Unified Measurement and Improvement System is measuring quality and supporting improvement, while VPI monitoring is primarily focused on programmatic compliance. Some school divisions may be participating in both Practice Year 1 of the Uniform Measurement and Improvement System as well as VPI Monitoring. VPI Monitors and VDOE staff will coordinate to ensure there is no duplication of effort, and to ensure each initiative focuses guidance on the intended goals.

VPI monitoring is a two-part, two-year process.

Part I: Desk Review and Self-Study (Cohort 3)

Desk Review. Using the data and documents submitted by the school division via the fall 2021 VPI Verification Report and self study tool, VDOE will monitor for compliance with the VPI guidelines.

Self-Study Tool. The local VPI Self-Study Committee will complete the VPI self-study tool in fall 2021.

VPI Self-Study Committee. The school division or locality must establish a VPI Self-Study Committee in fall 2021. Required members must include, but are not limited to, the following members:

1. Superintendent or designee (e.g., assistant superintendent of instruction),
2. VPI coordinator,
3. Division-level elementary representative (e.g., director of elementary education),
4. Division-level early childhood special education representative (e.g., 619 coordinator),
5. Elementary principal representative or preschool site director (e.g., principal of a school with a VPI classroom, director of community-based program providing VPI),
6. Early childhood teacher representative (e.g., VPI, early childhood special education),
7. Head Start director or designee from the Head Start program serving children in the area, and
8. Community partner representative (e.g., Smart Beginnings, private preschool provider, child day care provider, family home provider).

VPI Continuous Improvement Plan (CIP). Using the results of the VPI self-study and feedback from the VDOE, the VPI self-study committee develops a VPI CIP.

Deadline November 12, 2021. The VPI self-study tool and CIP template will be provided to VPI Coordinators by August 17, 2021. Both the VPI self-study tool and the CIP template are due to VDOE on November 12, 2021. Follow up meetings, via video conferencing, will be scheduled to provide feedback.

Part II: Onsite Monitoring Visit (Cohort 4)

Site Visit. Contingent upon each school division's COVID-19 protocols, onsite monitoring will include VPI classroom visits, staff interviews, and review of documentation and artifacts requested by the VDOE. Visits will take place during the first semester of the 2021-2022 school year. If school divisions have protocols in place that prevent an onsite visit by a VDOE monitor, arrangements can be made for virtual classroom visits and interviews with staff members.

Review. Using the data and documents gathered during the site visit and information from the fall 2021 VPI Verification Report, VDOE will monitor for compliance with the VPI guidelines and the VPI Appropriation Act language. VDOE will also review progress on CIP goals. Follow up meetings, via video conferencing, will be scheduled to provide feedback.

For more information

Technical assistance for guidance on the VPI monitoring process will be provided to school divisions via webinar on August 17, 2021 (also recorded). Additional details will be shared with VPI coordinators.

If you need additional information or have questions about VPI monitoring, please contact Tiffanie Meehling, Early Childhood Specialist, Office of Early Childhood, by email at Tiffanie.Meehling@doe.virginia.gov or by telephone at (804) 225-3665.

JFL/TAM

Attachment: VPI Monitoring Cohorts 3 and 4 (PDF)

Attachement: VPI Monitoring Superintendent's Memo
VPI Monitoring Cohorts 3 & 4

Cohort 3 (Onsite Visit)	Cohort 4 (Desk Review)
Dinwiddie County	Charles City County
Hanover County	Goochland County
Powhatan County	Surry County
Isle of Wight County	Williamsburg-James City County
Richmond County	York County
Westmoreland County	Colonial Beach
Falls Church City	Essex County
Madison County	Gloucester County
Manassas Park City	Arlington County
Orange County	Clarke County
Bedford County	Fauquier County
Charlottesville City	Franklin County
Culpeper County	Rappahannock County
Greene County	Buena Vista City
Highland County	Fluvanna County
Alleghany County	Rockbridge County
Botetourt County	Floyd County
Galax City	Montgomery County
Pulaski County	Roanoke County
Radford City	Salem City
Wise County	Russell County
Amelia County	Smyth County
Charlotte County	Washington County
Lunenburg County	
Nottoway County	