



## Message from the Early Learning Coalition

### This notice is about:

- |   |   |
|---|---|
| <input type="checkbox"/> Important Deadline   | <input type="checkbox"/> Compliance with State Requirement    |
| <input type="checkbox"/> Free Resource(s)   | <input type="checkbox"/> Professional Development Opportunity |
| <input checked="" type="checkbox"/> School Readiness, EHS, VPK or other Contract Compliance | <input checked="" type="checkbox"/> Informational             |

**[LET US WORK TOGETHER TO PROTECT OUR SCHOOL READINESS AND VPK CONTRACTS](#)**  
**[\\*Revised Version\\*](#)**

Dear Early Care and Education Partner:

The Early Learning Coalition appreciates our partnership and how hard you work to provide a high-quality early education to the children in your program. As a non-profit organization dependent upon grants to serve our community, we also understand and appreciate how important it is for you to protect your contracts with the ELC.

To help you protect your contracts and the revenue they generate, we offer the following common reasons why the ELC terminates contracts with providers.

- One Class I or three Class II DCF Licensing violations within the same standard
- Attendance Fraud
- Falsification of any record, including insurance certificates
- Failure to comply with a Corrective Action Plan
- Lapse in general liability insurance
- Disqualification from the USDA Food Program

We are all in this together to serve as many children as possible in the highest quality programs. Like you, the Early Learning Coalition has a zero tolerance policy for fraud, abuse and/or falsification of records. All incidents are reported to law enforcement.

We strongly recommend you closely monitor and audit your program's administrative functions. We also recommend that if you delegate administrative functions to staff, you train them on the administrative procedures, the School Readiness and VPK statute, and the requirements and penalties under your contracts. Owners/operators remain responsible even if they delegate certain functions to their staff.

We apologize for generalizing such a sensitive topic, but we rather prevent a problem than have to deal with it in the future. We remain available to offer technical assistance as requested.

Again thank you for your continued partnership in serving the children and families of Miami-Dade and Monroe counties.



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