the early learning coalition of Osceola County

VOLUNTARY PREKINDERGARTEN PROGRAM
SUBSTITUTE INSTRUCTOR LOG

Provider Information

Name: _____
Address: _____
Phone: Email: _____

Substitute instructors may not be assigned for an absent credentialed instructor in excess of 30% of the VPK program hours; 162 hours for school-year and 90 hours for summer VPK programs. VPK providers are responsible for maintaining a record of the number of hours a substitute instructor has been assigned to each VPK classroom. This record must be submitted upon request and made available for inspection during onsite visitations from the Early Learning Coalition of Osceola County staff.

Date	Substitute Name	VPK Classroom Identifier	Substituting for Lead or Assistant	Number of Hours	Official Use Only To Be Verified During VPK Site Visit