Virginia Department of Education
Preschool Pilots Scope of Services
2007-2008

Lead Agency: County Executives Office

I. Primary Contact
Name: Bryan Elliott
Title: Assistant County Executive
School/Agency: County of Albemarle
Mailing Address: 401 McIntire Road Charlottesville, VA 22903
Phone: 434-296-5841 Fax: 434-296-5800 E-mail: belliot@albemarle.org

II. Participating Partners in Preschool Services Delivery
Partner #1
Contact name: Kathy Ralston
Title: Director
School/Agency/Organization: Albemarle County Department of Social Services
Mailing Address: 1600 5th Street, Suite A Charlottesville, VA 22902
Phone: 434-972-4010 Fax: 434-972-4080 E-mail: kralston@albemarle.org
Type of Organization: (check all that apply)
☐ School ☐ Head Start ☐ Private Provider ☐ Faith-Based
☐ Community-Based Org. ☒ Other (please describe) State supervised, locally administered department
Role of partner (coordination, service delivery, support service)
Since 1995, ACDSS has collaborated with county government and schools and community agencies to manage the Virginia Preschool Initiative Grant. ACDSS provides coordination, service delivery and support role for the preschool program through its leadership and management, funding for family workers and access to resources that support children being nurtured in healthy families and ready to learn.
Number of students to be served in this setting: 0

Partner #2
Contact name: Kathy Petchel and Laura Tomaine
Title: Owner and Executive Director
School/Agency/Organization: Bright Beginnings Preschool
Mailing Address: 3401 Worth Crossing, Charlottesville, VA 22911
Phone: 434-973-8414 Fax E-mail
Type of Organization:

☐ School ☐ Head Start ☒ Private Provider ☐ Faith-Based
☐ Community-Based Org. ☐ Other (please describe)

Role of partner (coordination, service delivery, support service)

Bright Beginnings offers a school year preschool program plus extended day care. Bright Beginnings will provide direct service to children and families and coordination with Albemarle County Department of Social Services for access to comprehensive services as necessary.

Number of students to be served in this setting: 4

---

**Partner #3**

Contact name: Debora Collins  
Title: Director of Elementary Education and Federal Programs  
School/Agency/Organization: Albemarle County Schools  
Mailing Address: 401 McIntire Rd. Charlottesville, VA 22901  
Phone: 434-296-5888  Fax: 434-972-4071  E-mail: dcollins@k12albemarle.org

Type of Organization:

☒ School ☐ Head Start ☐ Private Provider ☐ Faith-Based
☐ Community-Based Org. ☐ Other (please describe)

Role of partner (coordination, service delivery, support service)

Facilitate the creation and coordination of a new, school-based classroom for 8 VPI and 8 tuition-paying students. County schools will provide transportation services, administrative oversight and building services for the new classroom.

Number of students to be served in this setting: 8

---

**Partner #4**

Contact name: Cynthia Bayless  
Title: Director  
School/Agency/Organization: MACAA - Head Start  
Mailing Address: 1025 Park Street Charlottesville, VA 22901  
Phone: 434-295-3171 x3008  Fax:  
E-mail: 

Type of Organization:

☐ School ☒ Head Start ☐ Private Provider ☐ Faith-Based
☐ Community-Based Org. ☐ Other (please describe)

Role of partner (coordination, service delivery, support service)

Collaborates with city and county VPI programs to streamline service delivery process for customers particularly around recruitment and placement of children; coordinates some training events for staff; serves on community boards focused on early childhood initiatives and broader strategic goals.

Number of students to be served in this setting: 0
III. Program Description

A. Total number of students to be served in pilot: 12

B. Total number of students to be served in private settings: 4
(minimum of 10% of total unless a waiver of this requirement has been granted)

C. Length of day 6.25 hours Length of year: 180 days

D. Location of Program: Describe site(s), facilities, and other pertinent information.

#1 Albemarle County Department of Social Services is a strong proponent of prevention and early intervention to prevent poor outcomes for children. To this end Social Services has determined that one of its Strategic Goals will be to “focus on prevention and early intervention strategies for the zero through middle school population.” ACDSS has leveraged state and local funds to bring comprehensive social services and parent participation into the VPI programs and extending into the middle school years. Family workers serve at individual schools; they make regular home visits to eligible families to access their needs and progress.

#2 Bright Beginnings Preschool is a private pre-school that describes itself as “an academic preschool in a nurturing environment.” The school has 3 locations in Albemarle County – Mill Creek, Forest Lakes and Crozet (See attached)

#3 Albemarle County Schools continues to be our closest partner with 7 existing programs in 6 county schools, the first started in 1995 and the most recent in 2006. All of these classes enroll 16 at-risk children each year and provide a high-quality academic component, administrative oversight, transportation and healthy meals.

#4 MACCA - Head Start is located at 3 school and 2 community sites in the city and county. It serves eligible three and four year old children. VPI and Head Start staff serves on each others advisory boards/councils. The Head Start Director and the VPI Coordinators for the county and city meet regularly. The programs share recruitment strategies and procedures, occasional training opportunities and work together to ensure every eligible child has a placement in preschool.

E. Teacher Staff and Other Personnel: For each program site, outline number and qualifications of teaching staff and other personnel.

#1 Albemarle County Department of Social Services has 8.5 FTEs dedicated to the VPI (Bright Stars) program. These individuals are the Program Coordinator, 7 Family Coordinators and a .5 Program Assistant. The Program Coordinator is a Licensed Professional Counselor and holds a Postgraduate Professional License as a school counselor (PreK - 12) and Early/Primary Education (PreK - 3) and more than 25 years of relevant professional experience in the public and private sector. Two Family Coordinators are Licensed Clinical Social Workers, two are Licensed Professional Counselors and 3 have at least Bachelor’s degrees in education, psychology or social work. All seven have more than ten years of relevant professional experience and all ACDSS personnel have High/Scope training.
#2 Teachers at all Bright Beginnings sites have Bachelors degrees and a minimum of 1 year of relevant experience; Assistant Teachers have H.S. diplomas and experience; interns - high school and college students serve without pay but are satisfying a personal interest or the requirements for a class. Bright Beginnings maintains a student to adult ratio of 16:2 (See attached)

#3 Teachers - All Bright Stars teachers meet the qualifications for Albemarle County teachers; 3 have Masters degrees, 4 have Bachelors degrees with a minimum of 3 years of experience; all are certified in early childhood. The teachers follow the Albemarle County Schools staff development requirements; Teaching Assistants - 5 Teaching Assistants have high school diplomas, 1 has a Bachelors degree and 1 has a Masters, All instructional personnel have had High/Scope training and a minimum of 5 years of experience. Adult - child ratio is 16:2

#4 Head Start management personnel are all college graduates with experience in early childhood development and education and management.

F. Innovative Strategies: Describe the innovative strategies to be tested, i.e., blended classrooms, braided funding, single point of entry, parental fees, non-traditional site, piloting of Quality Ratings System, or other strategies.

Our innovative strategies include 1) placement of four year olds in non-school-based, private, for-profit settings 2) tuition-paying and VPI students at one school-based site and 3) piloting the Quality Rating Scale. We have a fourth potential option which is being piloted by the school division and gradually implemented in 2007-2008. This option is the inclusion of Early Childhood Special Education students and VPI students together in expanded classroom space with additional instructional staff.

1) We will pilot with a private, for-profit center for the first time. This center offers 3 locations in different areas of the County and typically attract college-educated, middle and upper middle income families. This will allow for “blending children of low-income families with those of greater means.” The 3 sites offer some geographic options for eligible VPI children and the ability to accommodate children who have lived outside of the districts served by VPI, Head Start and private providers.

2) In 2006-2007, Albemarle was awarded an expansion grant by the Virginia Department of Education. With these grant funds we were already planning to expand the number of eligible children served by partnering with a church-related private preschool and a Montessori private school; increasing current class size in some programs and braid funding with a Title I preschool. This expansion effort will increase the number of children served by 14. The Preschool Pilot Grant would allow us to build on the current expansion plan and add an additional 12 students bringing Albemarle’s total children served from 112 to 138.

G. Support Services: Describe how transportation, support and wraparound services will be addressed.

All elementary school-based programs will be served by the school transportation system; tuition-paying students will be able to ride school buses as an incentive to participate in the program.
Support services will be provided to children and families by Family Coordinators funded by Albemarle County Department of Social Services and local government. Family Coordinators will assist with accessing community services, providing in-home literacy and school readiness activities, transition to kindergarten information and events, family events throughout the year, extended day enrichment programming and data collection.

IV. Leadership

A. Describe the function of your local collaboration, including process for shared decision-making and responsibility for day-to-day coordination of the pilot initiative.

Our primary collaboration partner for more than 10 years has been the Albemarle County School system. Our two systems have shared the responsibility for managing, funding and oversight of daily operations for the VPI program with additional in-kind contributions made by community agencies such as the Thomas Jefferson Health District, the Child Health Partnership and Children, Youth and Family Services. We expect this collaboration to be in place for the pilot initiative.

In addition, the Charlottesville/Albemarle Commission on Children and Families, a 28-member planning and advisory body established in 1998, will provide strategic leadership for the preschool pilot by facilitating community strategies aimed at improving child and family outcomes. The Commission will make recommendations, enlist private and business support, create workgroups of the Commission and monitor trends related to local children and families (see attached)

B. List local leaders involved in collaborative planning for preschool initiative.

Name  Kathy Ralston
Title  Director
Organization  Albemarle County Department of Social Services
Type of Org.  Human Services
Role of Partner  Provide strategic and tactical leadership for the pilot; secure resources from traditional and non-traditional sources. Catalyze the community to support early intervention and prevention services.
Mailing Address  1600 5th Street Charlottesville, VA 22902
Phone  434-972-4010  Fax: 434-972-4080  E-mail: kralston@albemarle.org

Name  Pam Moran
Title  Superintendent
Organization  Albemarle County Schools
Type of Org.  School
Role of Partner  Provide strategic and tactical instructional leadership for the pilot; secure resources from traditional and non-traditional
sources. Promote sound educational practices throughout the school system including early intervention and prevention, inclusion and outreach.

Mailing Address 401 McIntire Road Charlottesville, VA 22901
Phone 434-296-5826 Fax: 434-296-5869 E-mail: pmoran@k12albemarle.org

Name Debora Collins
Title Director of Elementary Instruction and Federal Programs
Organization Albemarle County Schools
Type of Org. School
Role of Partner Represent the school division in planning and implementing strategies to improve outcomes for children
Mailing Address 401 McIntire Road Charlottesville, VA 22901
Phone 434-296-5888 Fax: 434-972-4077 E-mail: dcollins@k12albemarle.org

Name Charity Haines
Title Program Coordinator (VPI)
Organization Albemarle County Department of Social Services
Type of Org. Human Services
Role of Partner Provide daily leadership for ACDSS Bright Stars Family Coordinators; collaboration with community partners and outreach to local community and state departments.
Mailing Address 1600 5th Street, Suite A Charlottesville, VA 22902
Phone 434-972-4011 x3332 Fax: 434-872-4518 E-mail chaines@albemarle.org

Name Cynthia Bayless
Title Director
Organization Head Start
Type of Org. Monticello Area Community Action Agency
Role of Partner Direct the provision of comprehensive preschool services to income-eligible children and families; co-signer of VPI application form; provide strategic leadership to the preschool community
Mailing Address 1025 Park Street Charlottesville, VA 22901
Phone 434-295-3171 Fax E-mail

Name Gretchen Ellis
Title Executive Director
Organization Charlottesville/Albemarle Commission on Children and Families
Type of Org.  Planning and advisory body

Role of Partner  Data collection and analysis; publication of statistics and trends related to children and families; leadership in community efforts to secure recognition and funding for children, youth and families

Mailing Address

Phone        Fax       E-mail: gellis@albemarle.org