



# INDIANA STATE BOARD OF EDUCATION

**To:** Indiana State Board of Education

**From:** Chad E. Ranney, Deputy General Counsel – Indiana State Board of Education

**Date:** September 2, 2020

**Re:** **Latch Key Program Waiver Request – North Putnam Community Schools**

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**Recommendation: Approve the Latch Key Program Waiver Request.**

North Putnam Community Schools (“North Putnam”) is seeking approval of a school-age child care program requirement waiver for the 2020-2021 school year. Approval by the Indiana State Board of Education (“Board”) is required for Latch Key program waivers under IC 20-26-5-2.

School-age child care programs, commonly known as Latch Key programs, are programs which provide care and education for children of working parents. This program is designed to be a link between the home and the school. Certified, qualified and experienced child care providers supervise, teach and interact with children to ensure that they are cared for, supervised, exposed to many learning activities, allowed to complete homework and share enjoyment in a relaxed and carefully designed developmentally appropriate environment.

A school corporation may seek a waiver from the child care program requirement if the school corporation believes compliance with the requirement would result in “undue hardship.” IC 20-26-5-2(c) explains:

(c) A school corporation shall receive a waiver from the state board of the requirement under subsection (a) if the school corporation believes that the school corporation would experience an undue hardship due to a low number of eligible children intending to use a child care program, regardless of whether the child care program is conducted by the school corporation or under a contractual agreement. **To receive a waiver, the school corporation must include a detailed description of the school corporation’s attempt to implement a child care program including the following:**

(1) A description of the steps taken to:

(A) conduct a child care program described in subsection (a)(1); or

(B) actively solicit nonprofit organizations or for-profit organizations to implement a child care program as provided in subsection (a)(2).

(2) Evidence that a request in writing was made to each parent to contact the school corporation to indicate the parent’s willingness to use a child care program and documentation of the results received from parents.

In other words, to be eligible for such a waiver, the school corporation must demonstrate that it has made a good-faith effort to determine the feasibility of creating such a program as well as parent interest in utilizing a Latch Key program.

The Indiana Department of Education’s (“Department”) publicized deadline for all waiver requests is September 1 of each year.<sup>1</sup> North Putnam’s Latch Key program waiver request was submitted prior to the deadline.

North Putnam provided all supporting documentation required, including:

- A written description of the steps taken to determine the feasibility of a Latch Key program and/or to actively solicit other non-profit or for-profit organizations to implement the program.
- Evidence that a request in writing was made to all parents to contact the school corporation to indicate their willingness to utilize the Latch Key program and documentation of any parental survey results.
- Analysis of parent interest and projected attendance from the implementation of such a program.
- The nature of the hardship that the school corporation would experience due to a low number of eligible children intending to utilize the Latch Key program services.

The Department has deferred to the Board’s discretion for approval or rejection of North Putnam’s waiver requests for the 2020-2021 school year.

**Recommendation:** Because IC 20-26-5-2(c) states that a “school corporation shall receive a waiver” if it provides the information outlined in the statute, Board staff recommends granting the waiver.

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<sup>1</sup> See <https://www.doe.in.gov/21stccle/latch-keyschool-age-child-care-program>.

## INDIANA STATE BOARD OF EDUCATION ACTION

The Indiana State Board of Education, at its September 2, 2020 meeting, approved North Putnam Community School's request for a waiver submitted to the Board pursuant to IC 20-26-5-2.

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Chad E. Ranney  
General Counsel  
Indiana State Board of Education  
(O) 317.232.7637 | [www.in.gov/sboe](http://www.in.gov/sboe) | F: 317.234.8726  
143 W. Market, Suite 500, Indianapolis, IN 46204



**INDIANA STATE BOARD OF EDUCATION**

## WAIVER FORM

Indiana State Board of Education  
School-Age Child-Care Program Waiver  
Submission Date: \_\_\_\_\_

Deadline: September 1<sup>th</sup> (Annually)

8-14-2020

North Putnam Schools requests a waiver of the requirement that it make a school-age child-care program available to all children in Kindergarten through Grade Six as required by IC 20-26-5-2, because the school corporation would experience an undue hardship due to the low number of eligible children intending to use the child care program. In support of this request, the school corporation submits the following detailed description of its attempt to implement a child care/latchkey program:

1. A description of the steps taken by the school corporation to conduct a latch-key program or to actively solicit other nonprofit organizations or for-profit organizations to implement the program as described in IC 20-26-5-2(a). [IC 20-26-5-2(c)(1)]
2. Evidence that a request in writing was made to all parents to contact the school corporation to indicate their willingness to utilize the latch-key program. Attach a copy of the survey along with documentation of the results received from parents in this regard. [IC 20-26-5-2(c)(2)]
3. The nature of the hardship that the school corporation would experience due to a low number of eligible children intending to utilize the services of the latch-key program, as described in item 2 of this request, regardless of whether the latch-key program is conducted by the school or under a contractual agreement. [IC 20-26-5-2(c)]

The school corporation believes that the hardship described in item 3 of this request constitutes an undue hardship, and requests that the Indiana State Board of Education grant a waiver of the requirements of IC 20-26-5-2 for the 2020-2021 school year.

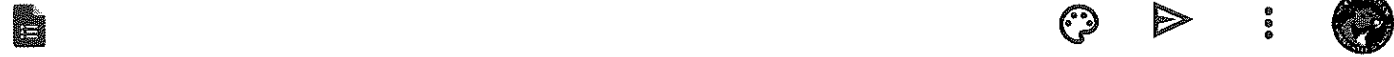
  
\_\_\_\_\_  
(Superintendent's Signature)

Nicole Singer  
\_\_\_\_\_  
(Superintendent's Name Printed)

300 N. Washington Street  
\_\_\_\_\_  
(Address)

Bainbridge, IN 46105  
\_\_\_\_\_  
(City) (Zip)

765-522-6218  
\_\_\_\_\_  
(Area Code) (Telephone number)



# Latchkey Survey

Questions Responses 107

## 107 responses

Accepting responses

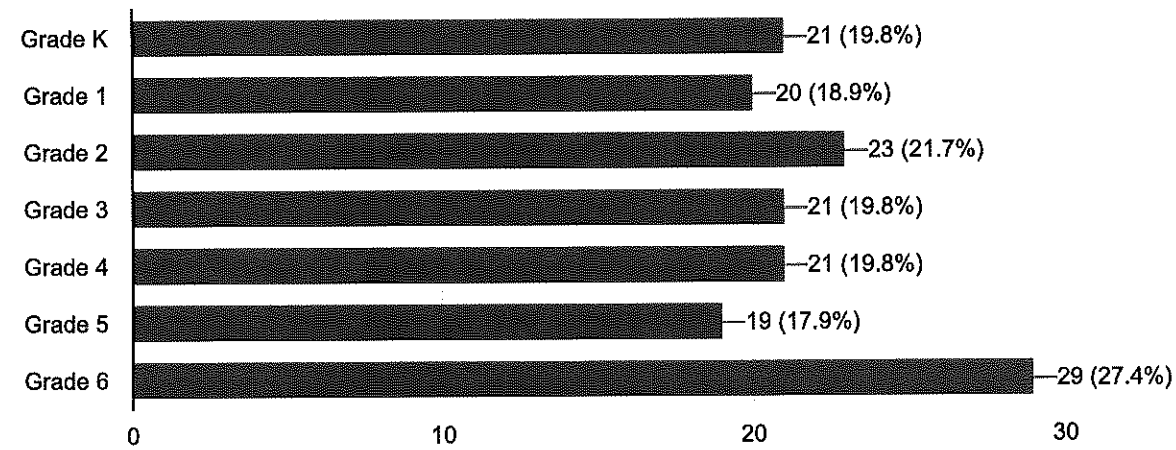
Summary

Question

Individual

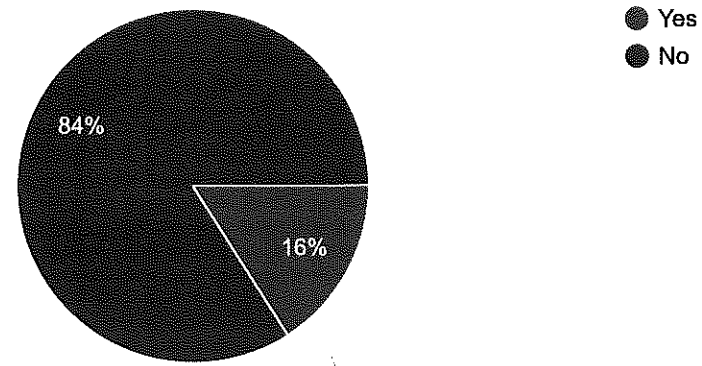
Grade level(s) of children. Select all that apply.

106 responses



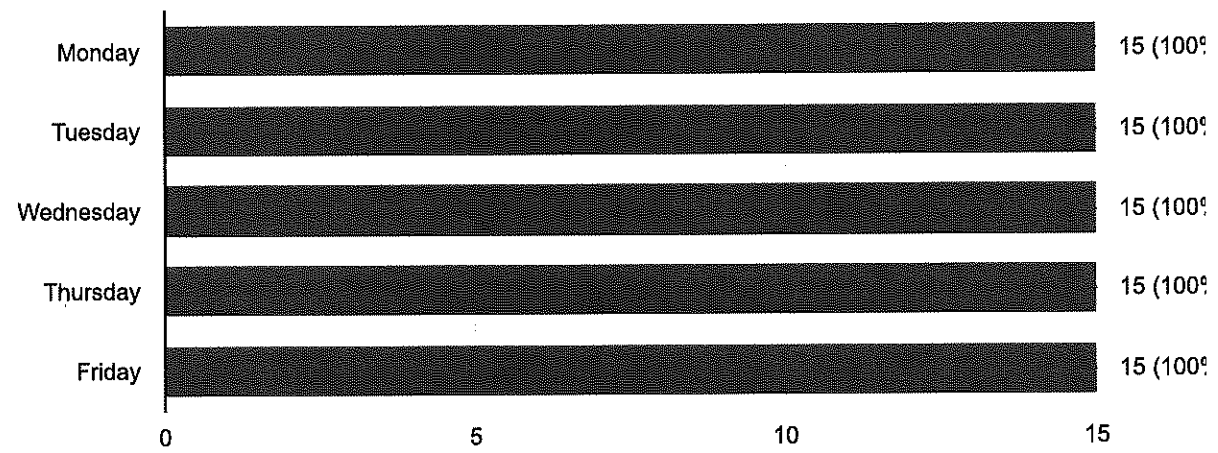
### Do you need after school child care, provided at your expense?

106 responses



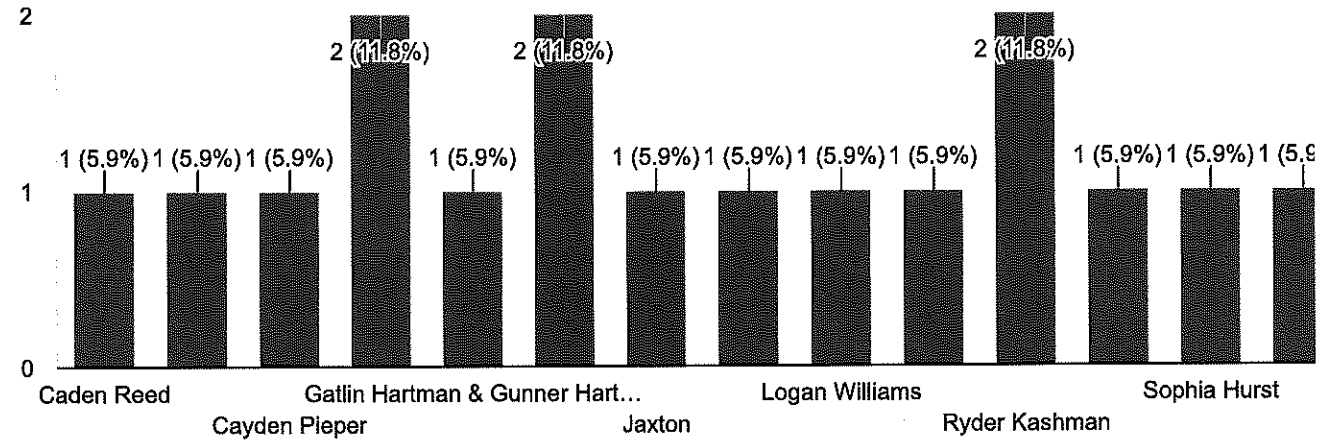
### If yes, please which days of the week you would need child care.

15 responses



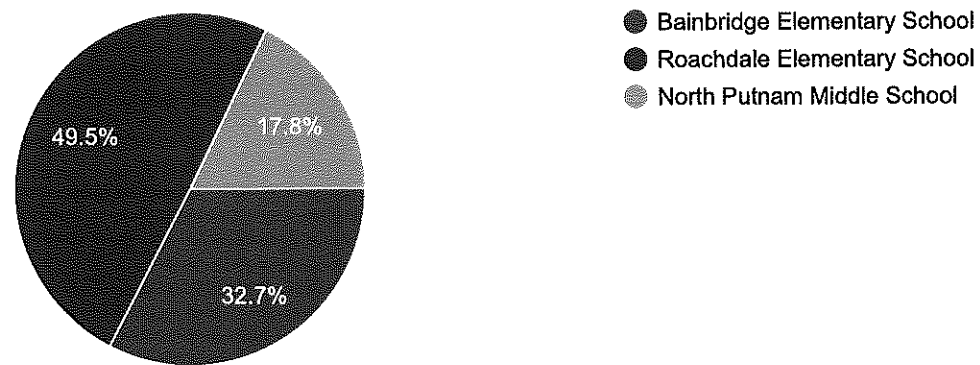
If yes, please submit your child's name.

17 responses



My children attend:

101 responses



1.Steps taken by the school to actively conduct a program:

Contacted AYS. Not enough students enrolled to provide services through an outside agency. Attempted to hire personnel to manage after school care. There was no response.

2. All parents with children in grades k-6 were sent the attached survey. The results indicate limited interest.

3. Due to the lack of interest, low number of eligible children needing after school care, North Putnam School Corporation is unable to financially support an after school program. While an attempt was made to hire someone, the lack of response may be indicative that the corporation is unable to compensate at a satisfactory rate.