



INDIANA STATE BOARD OF EDUCATION

To: Indiana State Board of Education

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

Date: June 13, 2018

Re: **Latch Key Program Waiver Request – Tri-County School Corporation**

Recommendation: Approve the Latch Key Program Waiver Request.

Tri-County School Corporation (“Tri-County”) is seeking approval of a school-age child care program requirement waiver for the 2018-2019 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 1st of each year.¹ Tri-County's Latch Key program waiver request was submitted May 2, 2018.

Western 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 Tri-County's Latch Key program waiver request for the 2018-2019 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.

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

WAIVER FORM

Indiana State Board of Education
School-Age Child-Care Program Waiver

Deadline: September 1th (Annually)

Submission Date: May 2, 2018

Tri-County School Corporation 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

2018-2019 school year.

Kathy Goad
(Superintendent's Signature)

Kathy Goad
(Superintendent's Name Printed)

105 N 2nd St.
(Address)

Wolcott 47995
(City) (Zip)

219-279-2418
(Area Code) (Telephone number)



Dr. Kathy Goad
Superintendent

105 N 2nd Street
Wolcott, IN 47995

May 2, 2018

To Whom It May Concern,

On behalf of Tri-County School Corporation I am requesting a wavier for the 2018-2019 school year for a Latch Key Program. We have operated an after school program in grades K-6 for several years. Each year we have had inconsistent use of the program, unpaid fees for the program and much turnover in staff. The program has become a liability for the school corporation.

In our March newsletter we asked parents to respond to a needs survey on the program. The newsletter goes out to the parents of all 742 students in our corporation. I have attached a copy of the survey for your review. We have had one parent return the survey stating they would use the program.

We have made contact with local churches to solicit their interest in partnering with us and have had no success. We have a new child care center in our community and they may be interested in taking over the program once they become established, however, they will not be ready for the 2018-2019 school year.

Our current program runs five days a week from 2:50pm-6:00pm. We transport students from the K-2 building to the 3-6 building where the program is held. We charge \$6 per session and serve snacks each evening. Our total cost including transportation, salary/benefits and supplies for the 180 day program is \$12,360. This is an average of \$68 per day. This past year our average attendance has been 7.3 students per day for an average of \$43.80 in revenue. This does not include the daily fees which are not collected.

We respectfully ask that we receive a waiver for the 2018-2019 school year. We are in hopes the new child care center in town can provide this service for our families in the future.

Sincerely,

Dr. Kathy Goad

CHILD CARE SURVEY

Indiana Law requires each school corporation in the state to conduct a survey every year to determine if there is a need for a before/after school child care program and to see if there is an organization in the community willing to sponsor such a program.

Please complete the survey and return it to the Principal's office at Tri-County Primary School or Tri-County Intermediate School.

1. Would you use an after school program during the 2018-2019 school year if such were available?

If held at TCP: YES NO

If held at TCI: YES NO

If you answered YES to question #1 please continue with the survey with question #2. If you answered NO to question 1 please skip to question #5.

2. How much would you be willing to pay per session of service?

\$3.00 \$4.00 \$5.00 \$6.00

3. How many evenings a week would you anticipate using the child care program?

1 2 3 4 5

4. How late should the after school program be made available?

5:00pm 5:30pm 6:00pm

5. Would you use a before school program during the 2018-2019 school year if such were available?

If held at TCP: YES NO

If held at TCI: YES NO

If you answered YES to question #5 please continue with the survey with question #6. If you answered NO to question #5 please skip to question #9.

6. How early should the before school program be made available?

6:30am 6:45am 7:00am

7. How much would you be willing to contribute per session for this service?

\$3.00 \$4.00 \$5.00 \$6.00

8. How many mornings a week would you anticipate using the child care program?

1 2 3 4 5

9. Are you, or an organization that you belong to, interested in sponsoring the child Care program?

YES NO

Name of Organization

Contact Information