



INDIANA STATE BOARD OF EDUCATION

To: Indiana State Board of Education Members
From: Timothy Schultz, Indiana State Board of Education General Counsel
Date: December 13, 2016
RE: Latch Key Program Waiver Request

Recommendation: Approve the Latch Key Program Waiver Request.

Rush County Schools (“Rush Schools”) is seeking approval of a school-age child care program requirement waiver for the 2016 - 2017 school year. Approval by the Indiana State Board of Education (“Board”) is required for Latch Key program waivers according to 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.

School corporations may seek a waiver from the child care program requirement if compliance would result in “undue financial 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 implement a program and that, after sufficient notification, there was too little interest in such a program for implementation to be economically feasible.

The Indiana Department of Education's ("Department") publicized internal deadline for all waiver requests is September 1st of each year.¹ The Rush School's Corporation Latch Key program waiver request was received on October 31, 2016.

The school corporation provided all supporting documentation required including:

- A) A written description of the steps taken to conduct a latch key program and/or to actively solicit other non-profits or for-profits organizations to implement a program.
- B) 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.
- C) 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.
- D) Detailed financial analysis including the projected costs, attendance, and income expected from the implementation of such a program.

The Department has deferred to the Board's discretion for approval or rejection of the Rush School's Latch Key program waiver request for the 2016 - 2017 school year.

The school corporation will be notified of the SBOE's final decision.

Attachments: Rush School's Latch Key Waiver Supporting Documentation

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



Glenda Ritz, NBCT
Indiana Superintendent of Public Instruction

WAIVER FORM

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

Deadline: September 1st (Annually)

Submission Date: 10/31/16

Rush County 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 2016-2017 school year.

Matthew Vance
(Superintendent's Signature)

Matthew Vance
(Superintendent's Name Printed)

330 W. 8th St.
(Address)

Rushville 46173
(City) (Zip)

765-932-4186
(Area Code) (Telephone number)



RUSH COUNTY SCHOOLS

Matt Vance, Superintendent

October 31, 2016

Indiana Department of Education
Attn: DeVonne Richburg
South Tower, Suite 600
Indianapolis, IN 46204

Rush County Schools recently conducted a survey to see the level of interest for before and after school care. I am supplying a copy of the survey used and a summary of the results.

Based upon the results of our new survey, we are again requesting that the waiver be granted based on the potential financial hardship that the school might occur should we begin a school-sponsored program.

As the surveys were distributed many issues were considered such as proper fees and the procurement of quality staff. It was also found that other school corporations suggested for us to plan for no more than 50% of those saying they would participate to actually follow through.

Our school corporation is composed of nearly the entire county. Besides a large elementary school (RES East and West) in the city of Rushville, we have 2 smaller county elementary schools. Our school board has been very concerned that if we develop any program in one building, we should develop a similar program in each building. I am summarizing results from each elementary separately. I will explain my financial concerns with each. Please find these summaries and a blank copy of the survey attached to this letter. I am assuming that this correspondence will be added to our original waiver form.

Should you still need more information, please contact me.

Sincerely,

Matt Vance
Superintendent
Rush County Schools

Rush County Schools
Latchkey Survey Results
Fall 2016

ARLINGTON ELEMENTARY SCHOOL			
MORNING		AFTERNOON	
1	Yes, almost every day	1	Yes, almost every day
1	Yes, a few days a week	8	Yes, a few days a week
6	Unsure	89	Unsure
53	No (or rarely)	42	No (or rarely)

Using the 50% suggestion of the experienced Latchkey Programs and looking at the portions that we can count on almost every day would only generate about \$0 in the morning and \$0 in the afternoon. Obviously a program at Arlington could cost significant funding to offset.

MILROY ELEMENTARY SCHOOL			
MORNING		AFTERNOON	
0	Yes, almost every day	2	Yes, almost every day
1	Yes, a few days a week	4	Yes, a few days a week
8	Unsure	8	Unsure
41	No (or rarely)	34	No (or rarely)

Using the 50% estimate, \$0 would be created each week for mornings and \$15 would be generated for afternoon staff for the week. Again, these amounts would not even cover the staff costs to a program.

RUSHVILLE ELEMENTARY SCHOOL EAST AND WEST			
MORNING		AFTERNOON	
9	Yes, almost every day	9	Yes, almost every day
13	Yes, a few days a week	12	Yes, a few days a week
17	Unsure	19	Unsure
116	No (or rarely)	108	No (or rarely)

Using the 50% estimate, \$75 would be created each week for mornings and \$75 would be generated for afternoon staff for the week. Again, these amounts would not even cover the staff costs to a program.

Dear Rush County Schools Families,

State law is requiring each school corporation to offer child care programs (latch key) for students in Grades K-6 if such programs are needed and do not create a financial hardship on the school corporation. It is not our attempt to compete against the Boys and Girls Club or any other program. To determine the need, Rush County Schools is conducting a brief survey that will help us decide whether or not to develop a latch key program. Please help us by completing this survey either online or returning it to school by October 25th. All individual responses will be kept completely confidential. Please return only one survey per household. Thank you for your cooperation!

1. Which elementary school does your child(ren) attend?
 Arlington Milroy RES East RES West

After researching programs in some other school districts, we have estimated what the cost of programs might be. If our enrollment is smaller than anticipated, we might have to increase costs. We want any program to be self-supporting to prevent utilizing money that would otherwise be spent on instruction during the school day. The supervision of the program would not likely be teachers. We would hire RCS staff or contract the duties to a private company.

Morning latch key 6:30 am – start of school (\$3 per day/\$15 per week)
Afternoon latch key end of school – 5:30 pm (\$4 per day/\$20 per week)
Both before and after (\$7 per day/\$35 per week)

2. If latch key were to be offered at your child(ren)'s school, would you use it? Choose one in each column. Please only choose "Yes" if you fully intend to participate if a program is created to allow us to better estimate the total cost. **This program would not be available on days in which school is delayed or closed.**

MORNINGS		AFTERNOON	
<input type="checkbox"/> Yes, almost every day	<input type="checkbox"/> Yes, almost every day	<input type="checkbox"/> Yes, almost every day	<input type="checkbox"/> Yes, almost every day
<input type="checkbox"/> Yes, a few days a week	<input type="checkbox"/> Yes, a few days a week	<input type="checkbox"/> Yes, a few days a week	<input type="checkbox"/> Yes, a few days a week
<input type="checkbox"/> Unsure	<input type="checkbox"/> Unsure	<input type="checkbox"/> Unsure	<input type="checkbox"/> Unsure
<input type="checkbox"/> No (or rarely)	<input type="checkbox"/> No (or rarely)	<input type="checkbox"/> No (or rarely)	<input type="checkbox"/> No (or rarely)

3. How many children in each grade do your answers above reflect?
 KG 1st 2nd 3rd 4th 5th 6th

4. If you plan to participate and the program costs must be increased due to small enrollments would you continue to participate if costs must increase?
 Yes No Unsure

If you would like to be contacted if a program is developed or if more information is needed, please fill in the following:

Name of Parent _____ Child(ren)'s name _____
Address _____ Phone Number _____

Thank you for your participation.
Sincerely,

Matt Vance
Superintendent
Rush County Schools