



INDIANA STATE BOARD OF EDUCATION

To: Indiana State Board of Education
From: Philip Gordon, General Counsel
Date: May 20, 2024
RE: Latch Key Program Waiver – Western School Corporation

Recommendation: Approve the Latch Key Program Waiver Request

Western School Corporation (“Western”) is seeking a waiver from the latch key program requirement for the 2023-2024 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 that 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.

Pursuant to IC 20-26-5-2(c), 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.” 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.

Western has provided the required documentation. As such, Western’s request for a Latch Key Program Waiver should be approved.



Indiana Department of Education

Dr. Katie Jenner, Secretary of Education

WAIVER FORM

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

Deadline: September 1st (Annually)

Submission Date: 5/20/2024

Western 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 2024-25 school year.

(Superintendent's Signature)

Mark DuBois

(Superintendent's Name Printed)

2600 S 600 W

(Address)

Russiaville 46979

(City)

(Zip)

(765) 883-5930

(Area Code) (Telephone number)

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Craig Shearer – Technology Director
Abby Wright – Director of Exceptional
Learners and Testing
Jack Lazar – Food Service Director
John Scott – Director of Maintenance

Date: 4/16/24

From: Abby Wright

Subject: Latch Key Waiver Request

CC: Western School Corporation

Each school corporation must annually request 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 detailed description of its attempt to implement a child care/latch key program. A survey was provided to all parents for the 2024-25 school year. Based upon the information received from the survey, the cost of a latch-key program would be excessive for 2 hours of childcare per student. Therefore, I am seeking board approval to submit a waiver request to the Indiana State Board of Education due to an undue hardship on the school corporation and families that would intend to use the child care program. The survey and results are attached for your review.

WESTERN SCHOOL CORPORATION
EQUAL OPPORTUNITY EMPLOYER

2600 SOUTH 600 WEST • RUSSIAVILLE, INDIANA 46979-0247 • PHONE 765-883-5576 • FAX (765) 883-7946 Prospective employees will receive consideration without discrimination of race, creed, color, sex, age, national origin, handicap or veteran status.

Western School Corporation
AFTER-SCHOOL CHILD CARE SERVICES SURVEY
2024-2025

In order to determine the need and feasibility for after-school child care services for children in Kindergarten through grade 6 for the 2024-2025 school year, this request for information must be returned to your child's teacher by **Friday, April 5th**.



As the parent or guardian of a child or children who will be students (K-6) at Western Schools during school year 2024-2025, I am submitting this registration form and a check (or money order) for \$10.00 per child to hold space(s) in the After School Child Care Program. (Please do not send cash). I understand that if the program does not operate due to lack of enrollment, my **check (or money order)** will be returned. A determination as to whether or not it is possible to have an After School Child Care Program will be made by mid-summer.

****Please make checks payable to Western School Corporation****
(Please do not send cash)

Children's Names	Grade (2024-25)	Expected # of <u>Days</u> to attend per week
	Kindergarten	
	1 st Grade	
	2 nd Grade	
	3 rd Grade	
	4 th Grade	
	5 th Grade	
	6 th Grade	

Parent's Name: _____

Address: _____

Telephone Number: _____

The After School Program provides supervision for children from 3:30 – 5:30 P.M. There is a daily charge per child with a sliding scale for families qualifying for financial assistance.

If you have questions please contact Abby Wright, Director of Exceptional Learners and Testing, at 765-883-5930.

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 for Tomorrow's Opportunities*

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 Kyle Zahn – Director of Finance
 Craig Shearer – Technology Director
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 Learners and Testing
 Jack Lazar – Food Service Director
 John Scott – Director of Maintenance

2024-2025 Interest Results

Latch Key Survey Responses

Grade	Days/Week
2nd	5 days
3rd	5 days
5th	4 days
1st	1 day
2nd	5 days
1st	5 days
Kinder	5 days
1st	5 days
1st	5 days
1st	4 days
3rd	2 days
1st	2 days

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Cost to Run

4 workers daily		14 Students	Daily Cost			
Weekly pay						
2 Aides @ 12.87/hour x 7.5 hou		193.05				
2 Teachcers @ 34.33/hr x 7.5 h		514.95				
		708.00				
			141.6			
Benefits @	0.1365	96.64				
Insurance		325.92				
Cost per week		422.56	84.51			
Total Weekly Cost	1130.56		226.11			
Materials		1000.00				
Program Administrator		4159.80	23.11		42026.4	233.48 x180
Abby	Ben @ .1815	716.93			1000.00	Materials
		5876.73			5876.73	Program Adm
Secretarial/bookkeeping					1326.60	Secretarial
	2hrs/wk	32.42			50229.73	TOTAL
	Benefits 0.1365	4.43				
	Cost/week	36.85		per day	279.05	50229.73 / 180
	Cost/day		7.37			
	Cost /yr	1326.60			19.95	Cost per child per day
	Daily Cost		482.70			
	Daily Cost/student		34.47			

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