

<b>Policy Number:</b> ERSEA 004	<b>Title:</b> Funded Slots
<b>Performance Standard:</b> <b>1302.18</b> <b>USD 418 BOE Policy:</b>	<b>Original Date:</b> 5/24/2013 <b>Reviewed:</b> 4/2020 DB 2/2023 SC
	<b>Policy Council Approval/Revision:</b> 12/13/13; 2/2018, 5/2023, 5/2024 <b>BOE Approval:</b> 4/2023, 5/2024

**POLICY:**

In an effort to collaborate and enhance kindergarten readiness to as many children as possible, McPherson Marion County parents will have the availability of funded or non-funded slots in USD 418 early childhood classrooms for 3 and 4-year-old students. Family service staff will assist parents through the application process including funded or non-funded slots.

*3-year-old students definition: children that turn 3 by August 31<sup>st</sup> of the incoming school year.*

*4-year-old students definition: children that turn 4 by August 31<sup>st</sup> of the incoming school year.*

Families or an early childhood educational team may change a student’s option as needed.

Changes in a child’s funding option must be processed by the Family and Community Services Coordinator.

Funded options include:

**Head Start**

3 and 4-year-old students may qualify for a federal Head Start funded slot if they meet the income or categorical guidelines as set forth annually by Head Start and it has been determined they are in need according to the McPherson/Marion County Head Start Eligibility Priority Criteria form (see appendix).

**Special Education**

3 and 4-year-old students may qualify for a Special Education funded slot if they have an identified disability and a current Individual Education Plan (I.E.P.).

**Kansas Pre-Kindergarten**

3 and 4-year-old students may qualify for a Kansas Pre-Kindergarten funded slot if they meet the requirements provided by the Criteria for Kansas Pre-Kindergarten Program

### **Community Tuition**

3 and 4-year-old students that do not qualify for a Federal or State funded slot are required to pay tuition to attend in a USD 418 early childhood classroom if slots are available.

A child may qualify for more than one funding source.

### **PROCEDURE:**

#### New Students

- 1) Parent/Guardian and family service staff will complete an application.
- 2) The Family and Community Services Coordinator reviews the application and makes a funding option determination.
- 3) The parent is informed as to eligibility status of funded slot versus non-funded slot.
- 4) Student is enrolled in a 3-year-old or 4-year-old classroom.

#### Student Changing Funding Option

- 1) Parent/Guardian request Family and Community Services Coordinator for change in funding option due to a change in circumstances.
- 2) When an Individualized Educational Plan (IEP) is in place, the Special Education Teacher informs the Family and Community Services Coordinator and the Head Start Director of the date the IEP is in effect within a week of the IEP meeting.
- 3) The Family and Community Services Coordinator processes all necessary verification and documents information in Child Plus.
- 4) When a funding source is changed, all required parties are notified.