



**Indiana Title I Preschools  
Frequently Asked Questions**

Number	Question	Answer
1	<b>What programs are eligible to use Title I, Part A funds to support a preschool program?</b>	A participating Title I school may use part of its Part A funds to operate a preschool program, or an LEA may reserve an amount from the LEA's total allocation to operate a Part A preschool program for eligible children in the district as a whole or for a portion of the district.
2	<b>Which children are automatically eligible to receive Title I, Part A preschool services?</b>	Any child who participated in Head Start, received services supported by the Comprehensive Literacy State Development Grants program within Literacy Education for All, Results for the Nation (LEARN) (formerly known as Striving Readers Comprehensive Literacy Program), or attended a Title I preschool program at any time in the prior two years is eligible to receive Title I, Part A services. In addition, children who received services under Title I, Part C (migrant education) in the prior two years; preschool-age children experiencing homelessness; and children who are in a local institution or attending a community day program for neglected or delinquent children and youth (ESEA section 1115(c)(2)) are eligible for services as well.
3	<b>Who is eligible to attend a district-operated Title I preschool program?</b>	<p>The LEA has the option to select either option below when choosing to operate a district Title I Program:</p> <ul style="list-style-type: none"> <li>• District (LEA) as a Whole: An LEA may serve preschool children who reside throughout the LEA and whom the LEA identifies as eligible because they are at risk of failing to meet the State's academic achievement standards when they reach school age. An LEA may not use Title I funds to implement a preschool program throughout the district to benefit all preschool students in the LEA unless all the schools in the LEA are Title I schools operating schoolwide programs.</li> <li>• Portion of the District (LEA): An LEA may serve preschool children who reside in specific Title I school attendance areas (e.g., its highest-poverty school attendance areas) served by some or all of its Title I schools if, for example, an LEA does not have sufficient Title I funds to operate a preschool program for the district as a whole.</li> </ul>
4	<b>Which children are eligible for participation in a Title I supported preschool program in a school operating a schoolwide program?</b>	A preschool that is part of a Title I school operating a schoolwide program is not required to identify particular children as eligible to participate in the Title I preschool. Rather, all children in the attendance area of that school are eligible for preschool services. [Section 1114(a)(2), ESEA.]
5	<b>Which children are eligible for participation in a Title I supported preschool program</b>	To be eligible to attend a Title I preschool program in a targeted assistance school, preschool-age children must be failing or most at-risk of failing to meet the state's academic achievement standards when they reach school-age. With respect to preschool children, this determination must be made on the basis of criteria, such as teacher judgment, interviews with parents, and developmentally appropriate



	<b>in a Title I targeted assistance school?</b>	measures of child development.
6	<b>Are children with disabilities eligible to participate in Title I preschool programs?</b>	Yes. Children with disabilities are eligible to receive Title I services on the same basis as eligible children without disabilities. However, services must be supplemental to IEP required minutes.
7	<b>Are migrant children eligible to participate in Title I preschool programs?</b>	Yes. Migrant children are automatically eligible to receive Title I services if the children live within a Title I attendance area.
8	<b>Are Title III students eligible to participate in Title I preschool programs?</b>	Yes. English learners are eligible to receive Title I services on the same basis as eligible non-Title III children. However, services must be supplemental to the core EL program services.
9	<b>How can students be selected for participation in a Title I funded preschool program?</b>	<p>The student selection process will depend on a variety of factors, such as whether or not the program will be school-based or districtwide, if the school is a schoolwide program or Targeted Assistance School (TAS), the funding source that will be used for the preschool program, and the building capacity that exists in order to house a preschool program. If a program is school-based, the student selection process will depend on the type of Title I program. In a schoolwide program, all preschool students who would be expected to enroll in kindergarten are eligible. In a targeted-assisted program (TAS), or in a schoolwide program with limited capacity, a student selection process would need to be implemented (i.e., students should be selected based on academic need, as determined by multiple, educationally related criteria, such as teacher judgment, parent interviews and developmentally appropriate measures of child development). A preschool screening tool could be used to identify most at-risk students.</p> <p>In a districtwide preschool model, the pool of eligible students will come from participating Title I schools. If all schools are schoolwide and capacity is available, all students from Title I participating schools could attend. In the likely event that not all schools are schoolwide or that capacity is not available, students would need to be selected based on academic need, as determined by multiple, educationally related criteria such as teacher judgment, parent interviews and developmentally appropriate measures of child development.</p> <p>Some children, however, are automatically eligible if the children live within a Title I attendance area:</p> <ul style="list-style-type: none"> <li>• Children who participated in Head Start or a Title I preschool program at any time in the prior two years;</li> <li>• Children who received services under Part C of Title I (migrant education) in the prior two years;</li> <li>• Homeless preschool-age children; and</li> <li>• Children who are in a local institution for neglected or delinquent children and youth, or attending a community-day program.</li> </ul>
10	<b>Are LEAs or schools required by Title I to test</b>	No. Under Title I, third grade is the earliest grade at which children must be tested. However, the more that teachers know about children's academic, social, and



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	<p><b>preschool children?</b></p>	<p>emotional development, the more able they are to meet those children’s needs. Therefore, it is recommended that LEAs and schools develop age-appropriate screening and assessment measures to assist with individualizing instruction so that all Title I preschool students develop a strong foundation in each of the Early Learning Foundations content areas. In addition, through initial screening and by checking the children’s progress, teachers and schools can identify those children who are most in need of service.</p> <p>Additionally, appropriate assessments for preschool children include individually administered standardized assessments, observational checklists completed by teachers while students play, or an analysis of student work. The information gained from these types of assessments should then be used to make informed decisions about instruction and enhance teaching and learning. When choosing a screening or assessment tool, LEAs and schools should ensure that it has been validated for its intended purpose and population. For example, it is not appropriate to use a first-grade skills assessment for screening or assessing a preschool-age child.</p>										
<p>11</p>	<p><b>Can a family’s income be the indicator for participation?</b></p>	<p>Students must be selected based on academic need, as determined by multiple, educationally related criteria such as teacher judgment, parent interviews and developmentally appropriate measures of child development. Income can be utilized as a secondary measure if there are not funds to support all eligible students (e.g. If 1 slot is available and 2 children are equally eligible due to the academic measures, the LEA may prioritize the family who otherwise would not be able to afford the preschool.)</p>										
<p>12</p>	<p><b>Can a district serve preschool students from outside their district boundaries?</b></p>	<p>Title I funds are generated for a district based on students that reside within its attendance boundaries. A district can develop a model where non-eligible students or students from outside the district may pay tuition, or use other means such as On My Way PreK vouchers to attend the program.</p>										
<p>13</p>	<p><b>Can a district charge families for participation in a Title I funded preschool program?</b></p>	<p>Tuition (or OMWPK vouchers) may be considered for families of non-eligible Title I children. Or the LEA can define what costs the Title I program can cover (e.g. half-day for all eligible students) and then families can pay a tuition rate, in full or a sliding scale to cover the remaining time or for extended care that is not considered “preschool”. Students served from varying funding streams (Title I, OMWPK, CCDF, Family pay, and Special Education) may all be served in the same program/classroom so long as each funding stream’s requirements are met.</p>										
<p>14</p>	<p><b>What are the qualifications for teachers and paraprofessionals who are hired to work in a preschool program?</b></p>	<p>The requirements for preschool teachers can be dependent upon the programs and funding streams that the school’s preschool program participates in. For Title funding, IDOE has defined “highly qualified” as a minimum of an active Child Development Associate (CDA) Credential; however, a degree in Education, Early Childhood, or Child Development is preferred. Indiana does also grant licensure for preschool under the following codes:</p> <table border="1" data-bbox="516 1707 1516 1936"> <thead> <tr> <th data-bbox="516 1707 716 1772">Assignment Code</th> <th data-bbox="716 1707 915 1772">Bulletin 400</th> <th data-bbox="915 1707 1115 1772">Rules 46-47</th> <th data-bbox="1115 1707 1315 1772">Rules 2002</th> <th data-bbox="1315 1707 1516 1772">REPA/REPA 3</th> </tr> </thead> <tbody> <tr> <td data-bbox="516 1772 716 1936">Preschool</td> <td data-bbox="716 1772 915 1936">*Elementary with Special Subject; Nursery School</td> <td data-bbox="915 1772 1115 1936">Early Childhood Education</td> <td data-bbox="1115 1772 1315 1936">Generalist: Preschool</td> <td data-bbox="1315 1772 1516 1936">Early Childhood Education: P-3</td> </tr> </tbody> </table>	Assignment Code	Bulletin 400	Rules 46-47	Rules 2002	REPA/REPA 3	Preschool	*Elementary with Special Subject; Nursery School	Early Childhood Education	Generalist: Preschool	Early Childhood Education: P-3
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		<table border="1"> <tr> <td></td> <td>*Nursery *Kindergarten Certificate</td> <td></td> <td></td> <td></td> </tr> </table> <p>For Classroom Assistants/Instructional Aides/Paraprofessionals, they must have a High School Diploma or Indiana High School Equivalency along with an active Child Development Associate (CDA) Credential, or pass the ParaPro Assessment, or complete two years of college.</p>		*Nursery *Kindergarten Certificate							
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15	Is there a required student to teacher ratio for Title I funded preschool programs?	<p>There is no required student to teacher ratio for Title I funded preschool programs; however, the program may be subject to required ratios depending on the programs and funding streams the preschool program uses (e.g. LLEP, licensing, CCDF, On My Way Pre-K, National Accreditation, etc.). The Office of Early Childhood and Out-of-School Learning has the following requirements for legally license exempt programs (LLEP) and we strongly encourage all programs to consider these ratios as a minimum for the health and safety of children:</p> <table border="1"> <thead> <tr> <th>Age of Youngest Child Enrolled</th> <th>Maximum Number of Children Supervised by One Adult</th> <th>Maximum Number of Children in One Group</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>10</td> <td>20 (e.g. 1 teacher, 1 aide)</td> </tr> <tr> <td>4</td> <td>12</td> <td>24 (e.g. 1 teacher, 1 aide)</td> </tr> </tbody> </table>	Age of Youngest Child Enrolled	Maximum Number of Children Supervised by One Adult	Maximum Number of Children in One Group	3	10	20 (e.g. 1 teacher, 1 aide)	4	12	24 (e.g. 1 teacher, 1 aide)
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16	What is the difference between a Title I preschool program and a Head Start preschool program?	<p>While both Title and Head Start are funded through federal dollars, Title dollars are administered through the Indiana Department of Education whereas Head Start funds are directly granted and administered by the Office of Head Start. Head Start Grantees are required to follow the Head Start Program Performance Standards in their entirety whereas Title Programs are required to follow a subset of those standards.</p>									
17	What are the Head Start Indicators for Title I preschool programs?	<p>The full set of Head Start Performance Standards can be found by visiting <a href="#">here</a>. The Operations Performance Standards, found <a href="#">here</a>, are an excellent guide to building strong preschool programs, and Title I preschool programs should focus specifically on the following subset of standards:</p> <p><a href="#">1302.31 Teaching and the learning environment</a>  <a href="#">1302.32 Curricula</a>  <a href="#">1302.33 Child screening and assessments</a></p>									
18	What are the requirements for parental involvement?	<p>Families must be:</p> <ul style="list-style-type: none"> <li>Invited to become integrally involved in the development of the program's curriculum and approach to child development and education;</li> <li>Provided opportunities to increase their child observation skills and to share assessments with staff that will help plan the learning experiences; and</li> <li>Encouraged to participate in staff-parent conferences and home visits to discuss their child's development and education.</li> </ul> <p>Funds used for the preschool program may be used to support parent involvement activities and opportunities to meet the indicators. We encourage LEAs to use the Early Learning Advisory Committee's (ELAC) <a href="#">Family Engagement Toolkit</a>. The</p>									



		<p>toolkit includes a self-assessment tool that will assist programs in recognizing the quality family engagement work they are already doing and providing helpful suggestions for continuous improvement.</p>
19	<p><b>Do preschool students count towards enrollment numbers for Title I school eligibility purposes?</b></p>	<p>No. For building eligibility purposes, enrollment counts only include students ages five to seventeen.</p>
20	<p><b>How may preschool programs be funded under Title I?</b></p>	<p>There are several ways in which preschool programs may be funded under Title I. Title I funded preschools may be offered by:</p> <ul style="list-style-type: none"> <li>• A participating school may use its Title I funds to operate a preschool program.</li> <li>• An LEA may reserve an amount from the LEA's total allocation to operate a Title I preschool program for eligible children in the district as a whole or for a portion of the district.</li> </ul>
21	<p><b>How may district-operated Title I preschool programs be funded?</b></p>	<p>An LEA may reserve an amount from the LEA's total allocation and distribute those funds to specific Title I schools or other comparable public early childhood education programs to operate Title I preschool programs. Head Start, Even Start, and Early Reading First are examples of such programs.</p>
22	<p><b>How may Title I preschool programs use funds?</b></p>	<p>An LEA may use funds to provide direct services, such as staff salaries or fringes, equipment, supplies, and so on. An LEA may also use funds to extend services. For example, an LEA may use Title I funds to extend existing preschool services in order to provide more intensity and sustained programs. Some options include:</p> <ul style="list-style-type: none"> <li>• Operating the entire preschool program;</li> <li>• Purchasing "slots" by paying a per-pupil cost in a high-quality program for eligible students;</li> <li>• Extending hours in the instructional day;</li> <li>• Extending days in a school-week; and</li> <li>• Providing summer school programming.</li> </ul>
22	<p><b>How can an LEA fund a Title I preschool program with limited funds?</b></p>	<p>Early childhood is a very cost-effective use of money because early investment in interventions helps reduce or prevent later costs related to remediation, special education services, and so on. Research has been conducted to show the <a href="#">return on investment of early childhood education</a> in Indiana specifically. While most district coordinators recognize the benefits of proactive interventions in early childhood programming, they may be hesitant to reallocate funds away from students who are currently receiving support. Alternatives these districts may consider:</p> <ul style="list-style-type: none"> <li>• Expanding existing early childhood programs (e.g. four-year-old kindergarten, Head Start, and so on) by lengthening the day or the week for Title I students;</li> <li>• Purchasing "seats" in existing programs (e.g. high-quality, community-based preschool programs, Head Start, and so on) for Title I students; and</li> <li>• Reserving Title I funds to develop one, district-wide targeted program serving the most at-risk students from across the district.</li> </ul>



<p><b>23</b></p>	<p><b>How should a Title I preschool program be coordinated with other preschool programs?</b></p>	<p>A school may include appropriate Title I activities as part of another public preschool program. For example, a Title I preschool program could provide, in full or part, the early childhood component of an Even Start project.</p> <ul style="list-style-type: none"> <li>• Title I funds could also be used to complement or extend a Head Start program. Title I funds could be used to provide services to Title I eligible children who are not eligible for Head Start services. Title I could also be used to provide additional services to Head Start children who are also eligible for Title I services by extending the daily program for additional time or increasing the number of days, or providing services for Title I eligible students at times Head Start is not operating.</li> <li>• Districts that are able to collaborate with a Head Start or another high quality, community-based preschool program have two options:             <ol style="list-style-type: none"> <li>1. Hire staff to work in a proportionate manner in a Head Start or another high quality, community-based preschool program to serve eligible children; or,</li> <li>2. Purchase slots at a Head Start or another high quality, community-based preschool program. If this option is selected, the district needs to identify a preschool liaison in the school district that is responsible for ensuring compliance with all of the Title I regulations. Regardless of which option is selected, it is critical to remember that when Title I funds are used to support a Head Start or another high quality, community-based preschool program, it becomes a Title I program and must follow all of the Title I regulations and the LEA maintains control of the funds.</li> </ol> </li> </ul> <p>Regardless of whether or not services are blended, schools must make an attempt to collaborate with a local Head Start and/or other community based preschool programs. Research shows collaborating to support children and families through the transition to kindergarten improves outcomes. Additionally, these programs can be a valuable resource in selecting components of a preschool program which includes outcomes, curriculum, assessment measures, etc., as they have established programs and experience in operating early childhood programs.</p>
<p><b>24</b></p>	<p><b>Can Title I funds be used to meet the requirements of Paths to Quality?</b></p>	<p>Paths to QUALITY™ (PTQ) is Indiana’s statewide rating system for early care and education programs. It is a free resource to help families make informed decisions and to help early care and education providers improve the quality of their programs. IDOE strongly encourages public schools to consider enrolling in PTQ to help support their quality improvement efforts. There are a number of benefits to participating such as continued free technical assistance, professional development, incentives for level advancement, marketing support, and tiered reimbursement for CCDF and OMWPK. Title I funds used for preschool must be reasonable, allocable, and necessary and must be in compliance with federal fiscal guidance. That being said, those expenses may also support the quality improvement process and advancing levels in PTQ (e.g. professional development that meets required hours for PTQ, developmentally appropriate classroom materials, etc.).</p>
<p><b>25</b></p>	<p><b>Are preschool staff and student enrollments included when determining a school’s student-to-instructional staff ratios for</b></p>	<p>No, for Title I-A comparability reporting, only students in grades kindergarten through 12<sup>th</sup> grade are included.</p>



	<b>comparability purposes?</b>	
26	<b>What supplies, equipment, and technology can be purchased with Title I funds?</b>	<p>All Title I funds used for preschool must meet the same reasonable, allocable, and necessary requirement as with school-level programs. Approval of items for a district or school level program will be done on a case by case basis.</p> <p>In determining what items can be purchased, the school or LEA must determine the size, scope, and philosophy of the program. A smaller program in duration or intensity may be geared for kindergarten readiness for a few identified students. Within the size, scope and philosophy, the school or LEA would likely opt to purchase items that can be used within that time for the intentional purpose of developing pre-kindergarten readiness skills, such as math or literacy manipulatives. On the other hand, a school may opt to develop or expand a program to a larger scale. A larger program may opt to offer 4 hours/day, 5 days a week and include all eligible students. The students will be attending longer and the needs of the group will vary. Within the size, scope, and philosophy, the school or LEA would likely opt to purchase a variety of items that will address the various academic, social, and emotional levels and interests of the students. For example, developmentally appropriate materials that reflect the interests of children for learning centers (e.g. manipulatives, books, dramatic play materials, art supplies, outdoor equipment, etc.). Technology may be purchased and used as a supplement to instruction. However, it cannot be used to replace quality instruction.</p> <p>Schools or LEAs may opt to include costs for parental involvement or professional development. Training and communication to both parents and professional staff support the goals of a Title I preschool.</p>
27	<b>Can Title I funds be used to pay for snacks for students attending Title I –funded preschool?</b>	<p>No. A federal grant available from the Child and Adult Care Food Program, which is administered from IDOE, is available specifically for preschool programs. Three meals, including one snack, are available for reimbursement. More information on this opportunity is available at <a href="https://www.in.gov/doe/nutrition/child-and-adult-care-food-program/">https://www.in.gov/doe/nutrition/child-and-adult-care-food-program/</a>. These requirements are different than the School Lunch Program your school may participate in. If you would be interested in reimbursement for lunch, the preschool program could be added to this program. Information on applying can be found <a href="#">here</a>.</p>
28	<b>If appropriate facilities are not available to house a preschool program in the district or a school, how might preschool services be provided?</b>	<p>If appropriate district or school facilities are not available for preschool services, the district and school should consider working with children in existing childcare or early education programs, such as Head Start, Even Start, or a program funded under the Child Care Development Block Grant, or a site conducting a family literacy program to provide services.</p> <p>Preschool services may be provided at any location that other Title I services may be provided, including public school buildings, public libraries, community centers, privately-owned facilities (including facilities owned by faith-based organizations, the child's home, and other appropriate settings).</p> <p>The cost to rent or lease space in privately-owned buildings is allowable if the space is necessary to ensure the success of the program, appropriate space is not available to the grantee, and the cost is reasonable.</p>

For additional questions regarding preschool, please email [teachingandlearning@doe.in.gov](mailto:teachingandlearning@doe.in.gov). For Title I specific questions, please your assigned specialist listed on this [webpage](#).