



Eric Holcomb, Governor
State of Indiana

Office of Early Childhood and Out-of-School Learning
402 W. WASHINGTON STREET, ROOM W361, MS02
INDIANAPOLIS, IN 46204

August 25, 2018

Dear CCDF Program,

We are writing to you today to share some detailed information about the Child Care Development Fund (CCDF) rule changes that will go into effect October 1, 2018. In the original letter sent to you by the Office of Early Childhood and Out of School Learning (OECOSL) on April 7, 2018 there were seven areas where federal rules were changed:

1. CCDF Eligibility (**Shared June 18, 2018**)
2. Legally Licensed Exempt Providers Certificate (LLEP) (**Shared June 18, 2018**)
3. Background Checks and Challenge Process (**Shared June 18, 2018**)
4. Consumer Statement (**Shared July 17, 2018**)
5. Consumer Education (**Shared July 17, 2018**)
6. Complaint Hotline (**Shared July 17, 2018**)
7. **Suspension and Expulsion**

This letter provides detailed information about the last area that is bolded above: **Suspension and Expulsion**. If you have any questions about these changes please contact Brighter Futures Call Center at 1-800-299-1627.

Suspension and Expulsion:

In order to promote positive social and emotional growth in all early education environments, the rule includes requirements for the State of Indiana and child care programs that are eligible to accept CCDF vouchers to have a policy regarding suspension and expulsion.

- All early childhood programs that are eligible to accept Child Care Development Fund (CCDF) vouchers are required to have a policy on suspension and expulsion. The policy must be clearly communicated to families before enrollment. The OECOSL will expect a procedure to be created to inform existing families of the new policy.
- The policy must promote positive social and emotional growth and should include age appropriate positive behavior supports. It should limit – or eliminate altogether – the use of expulsion, suspension, and other disciplinary practices that center on excluding children.
- A child cannot be expelled, due to behavioral challenges, unless the procedures outlined in the suspension and expulsion policy have been followed. The suspension and expulsion policy must clearly define the steps that must be followed when a child engages in challenging behaviors that cannot be resolved using ordinary classroom strategies.
- Suspension and expulsion due to non-payment is a separate issue and **not** a part of this rule.
- The Suspension and Exclusion policy will be monitored by your consultant when completing a regulatory visit. This policy will be required to be created and available for monitoring purposes by your next annual visit following October 1, 2018.

A guidance tool for programs has been developed to assist with the creation of a suspension and expulsion policy. The **OECOSL Suspension and Expulsion Policy Guidance for Programs** is posted on OECOSL's website at <https://www.in.gov/fssa/carefinder/4945.htm> and Brighter Futures Indiana's website at



<http://brighterfuturesindiana.org/wp-content/uploads/2018/08/Suspension-and-Expulsion-Policy-Guidance-for-Indiana-CCDF-Eligible-Programs.pdf>. Please reach out to your local Child Care Resource and Referral agency if clarification is needed on how to meet the requirements of this new policy.

The OECOSL would like to thank you for serving our Hoosier families. To support programs with all the CCDF changes the OECOSL will be holding a **webinar and Facebook Live on September 19, 2018 from 1:30pm-2:30pm** for all programs to participate. This will be an opportune time for you to ask questions or get clarification on any of the CCDF changes. We look forward to your participation.

Provider Webinar & Facebook Live

Wednesday, September 19, 2018 1:30 PM - 2:30 PM EDT

GoTo Meeting info: Please join my meeting from your computer, tablet or smartphone:

<https://global.gotomeeting.com/join/611250453>

You can also dial in using your phone: +1 (646) 749-3122

Access Code: 611-250-453

First GoToMeeting? Let's do a quick system check: <https://link.gotomeeting.com/system-check>

Facebook event link: <https://business.facebook.com/events/2116515811903112/>

Additional Suspension and Expulsion Resources:

Position Statement on Challenging Behavior and Young Children (2017)

Source: Division for Early Childhood (DEC) of the Council for Exceptional Children

https://media.wix.com/ugd/e37417_34cb112472564b63b1d099556fcc23ec.pdf

Pyramid Equity Project - January 2017

Source: U.S. Department of Education

<https://www2.ed.gov/about/inits/ed/earlylearning/files/2017/pep-inequities-2017-01.pdf>

Preventing Expulsion and Suspension in Early Learning Settings

Source: U.S. Department of Health and Human Services - November 7, 2016

<https://preventexpulsion.org/>

Questions of Access and Equity: Suspension and Expulsion in Pre-K

Source: National Institute for Early Education Research - October 26, 2016

<http://nieer.org/2016/10/26/questions-access-equity-suspension-expulsion-prek>

Early Childhood Expulsions and Suspensions Undermine Our Nation's Most Promising Agent of Opportunity and Social Justice (2016)

Source: Robert Wood Johnson Foundation and Child Care Aware - October 14, 2016

https://www.rwjf.org/content/dam/farm/reports/issue_briefs/2016/rwjf431300/subassets/rwjf431300_2

Four Pieces Address Expulsion and Suspension Practices in Early Learning Settings

Source: American Psychological Association - Retrieved February 4, 2015

<https://psychologybenefits.org/2014/12/13/preschool-expulsions/>

<https://psychologybenefits.org/2014/12/16/expulsion-suspension-early-childhood-settings/>

<https://psychologybenefits.org/2014/12/23/can-preschool-expulsion-be-prevented-a-growing-body-of-research-says-yes/>

<https://psychologybenefits.org/2015/01/08/practice-to-policy-how-louisiana-revamped-its-approach-to-preschool/>

Sincerely,



Nicole Norvell

Director

Office of Early Childhood and Out of School Learning