

<p>Administrative Policy and Procedure Manual Kansas Department of Health and Environment Bureau of Child Care and Health Facilities</p> <p>Policy: Exception to Allow Teaching Experience in a Preschool Operated by Boards of Education Not Required to be Licensed by KDHE To Substitute For the Experience Requirement for Program Director and Teaching Staff</p>	<p>Program CCLR – Early Care and Youth Programs Section 2009 - 002</p> <p>Applies to: Licensed Child Care Centers and Licensed Preschools</p> <p>Effective Date: December 7, 2009</p>
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Exception to Allow Teaching Experience In A Preschool Operated by a Board of Education Not Required to be Licensed by KDHE, Per the MOA, To Substitute For the Experience Requirement For Program Director And Teaching Staff.

I. POLICY

KDHE and the Kansas Department of Education entered into a Memorandum of Agreement (MOA) that specifies when a preschool program is exempt from licensure. An exception is granted to K.A.R. 28-4-429(b)(1); (c)(1)(B); (d)(1)(B); (d)(3)(B); (d)(4)(B); (d)(5)(B); (e)(2) to allow teaching experience in a Preschool program that is not required to be licensed by KDHE, per the MOA dated October 10, 1996, to substitute for teaching experience towards the qualifications for Program Directors and teaching staff as long as documentation is supplied to the Department or to the center or preschool verifying the following:

1. Name and address of the Preschool.
2. Dates of employment.
3. Job title indicating teaching responsibilities.
4. Letter from a USD representative, verifying the operation of the Preschool and of the employment of the individual staff requesting the exception.

A copy of this exception needs to be kept in the file of any staff requesting to use the exception.

II. PROCEDURES

This exception is effective as of the date stated above and remains in effect unless the Department determines the exception is no longer in the best interest of children and families and expires this exception. If a licensee is found in noncompliance with this exception policy on more than one occasion, the Department may expire the exception, in writing, for that licensee.

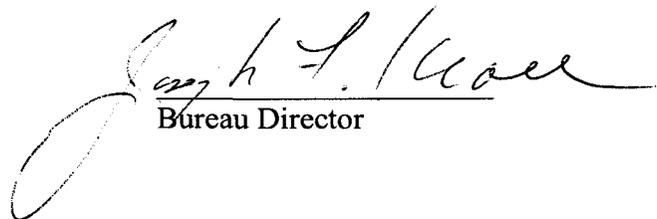
III. PURPOSE

The purpose of this exception is to allow teaching experience in a Preschool operated by a Board of Education not required to be licensed by KDHE, per the MOA, to substitute for experience towards Program Director and teaching staff qualifications.

IV. AUTHORITY

The Secretary of the Kansas Department of Health and Environment has the authority to grant exceptions to regulations when it is in the best interest of children and families pursuant to K.A.R. 28-4-422(f).


 Program Director


 Bureau Director