



**NORTH DAKOTA DEPARTMENT OF  
PUBLIC INSTRUCTION**

**Requirements for Districts Operating a  
Pre-kindergarten Program**

By: Tara Bitz, Early Childhood Administrator, Federal Title Programs

# Agenda

- Approval Requirements
- Teaching Staff Requirements
- Funding Options
- Partnership and Collaboration
- Resources

# Approval Requirements

- School Grade Organization:
  - Curriculum
  - Highly qualified staff
  - Board approved-copy of board minutes
  - Classroom environment-last fire inspection
  - Funding source-local, tuition, Special Ed, Title I, etc.
  - Approval form:

[www.dpi.state.nd.us/EarlyChildhoodEduc/preschool/approval.pdf](http://www.dpi.state.nd.us/EarlyChildhoodEduc/preschool/approval.pdf)

# Teaching Staff Requirements

- School districts who serve pre-kindergarten-aged students may hire teaching staff with:
  - B3 License
  - Elementary Ed Major & Kindergarten Endorsement
  - K-8 or K-6 License [no longer issued]
  - Elementary Ed Major & Early Childhood Endorsement
  - Elementary Ed Major & Early Childhood Education Minor
  - Elementary Ed Major & Kindergarten Endorsement with a Master/Major/Minor/Endorsement in Early Childhood Special Ed
  - **Contact ESPB at (701) 328-9641 for further questions**

# Teaching Staff Requirements

- **Not Highly Qualified? Options Exist!**
  - **Praxis Test:**
    - Multiple tests available through ESPB
    - [www.ets.org/praxis/nd/requirements/](http://www.ets.org/praxis/nd/requirements/)
      - **Early Childhood: Content Knowledge (5022)**
      - **Principles of Learning and Teaching (PLT): Early Childhood (5621)**
  - **Alternative Licensure:**
    - Already hold a bachelor's degree
    - Must be initiated by a school
    - Meet student teaching requirements through clinical practice option approved by ESPB
- **Contact ESPB at (701) 328-9641 for further questions**

# Teaching Staff Requirements

- **Paraprofessional Staff Requirements – Specific to Title I:**
  - Need to have either a valid ND teacher license or a valid Title I Paraprofessional Certificate of Completion
  - Since paraprofessionals must be under the direct supervision of a certified teacher, a Title I pre-kindergarten program staffed entirely by paraprofessionals is not allowed
  - For further information on Paraprofessionals:
    - [www.dpi.state.nd.us/title1/aides.shtm](http://www.dpi.state.nd.us/title1/aides.shtm)
    - Ann Ellefson, Deputy Director, Federal Title Programs  
Phone: (701) 328-2488  
Email: [aellefson@nd.gov](mailto:aellefson@nd.gov)

# Funding Options

- North Dakota Century Code 15.1-09-58
  - State moneys specifically appropriated for the program\*\*May use local funds, but no appropriation\*\*
  - Federal funds specifically appropriated or approved for the program (i.e., Special Education, Title I, Head Start, REAP)
  - Gifted funds specifically for the program (i.e., gifts from community, trust fund from former student)
  - Granted funds specifically for the program (i.e., fundraisers)
  - Tuition (i.e., parents pay a fee for the program)
  - Donations specifically for the program (i.e., organized donations from city)

# Funding Options: State Grant

- Early Childhood Continuing Education Grant:
  - **Who is eligible?**
    - ND residents attending ND college/university
  - **What is the grant amount?**
    - Up to \$3,000
  - **What can the funds be spent on?**
    - Early Childhood coursework
  - **What is the timeframe of the grant?**
    - July 1, 2013-June 30, 2015

# Funding Options

- **Ways to use Title I funds to support pre-kindergarten:**
  - Building level Title I funds
  - District reserves an amount to serve eligible pre-kindergarten children as a whole or portion of district
  - Used in conjunction with other public early childhood programs
- **Building facilities:**
  - If facilities are not available, consider working with existing early learning programs
  - Pre-kindergarten services may be provided at any location that other Title I services are provided
  - Rent/lease cost in privately-owned buildings is allowable if:
    - Ensures the success of the program, reasonable cost, if other appropriate space is not available

# Partnership and Collaboration

- **Options for school districts to collaborate with a Head Start or other pre-kindergarten/early learning programs:**
  - Hire staff to work in a Head Start or locally run pre-kindergarten program
  - Purchase slots at a Head Start or locally run pre-kindergarten program
  - School district is the fiscal agent for Head Start
  - Title I funds
  - Attend professional development
  - Attend parental involvement activities

# Resources

- Pre-kindergarten Content Standards
- Kindergarten Entry Assessment
- Selecting a Comprehensive Pre-kindergarten Curriculum
- ND DPI Pre-kindergarten Guidance
- ND DPI Early Childhood Study
- Early Childhood Data Initiative

# Resources

- ND DPI Early Childhood Education Link  
[www.dpi.state.nd.us/EarlyChildhoodEduc/index.shtm](http://www.dpi.state.nd.us/EarlyChildhoodEduc/index.shtm)
- ND Early Childhood Special Education  
[www.dpi.state.nd.us/speced/early/index.shtm](http://www.dpi.state.nd.us/speced/early/index.shtm)
- Gearing Up for Kindergarten  
[www.dpi.state.nd.us/title1/earlychild/gearup.pdf](http://www.dpi.state.nd.us/title1/earlychild/gearup.pdf)
- ND Early Learning Guidelines-Dept. of Human Services  
[www.nd.gov/dhs/info/pubs/docs/cfs/nd-early-learning-guidelines-for-ages-3-thru-5.pdf](http://www.nd.gov/dhs/info/pubs/docs/cfs/nd-early-learning-guidelines-for-ages-3-thru-5.pdf)



# Early Childhood Education Contact Information

Laurie Matzke, Director  
Federal Title Programs

[lmatzke@nd.gov](mailto:lmatzke@nd.gov)

Tara Bitz, Early Childhood Administrator  
Federal Title Programs

[tbitz@nd.gov](mailto:tbitz@nd.gov)

















