

**Kirsten Baesler**  
State Superintendent  
**Robert J. Christman**  
Deputy Superintendent



**NORTH DAKOTA DEPARTMENT OF  
PUBLIC INSTRUCTION**

600 E Boulevard Ave., Dept. 201  
Bismarck, ND 58505-0440  
Phone (701) 328-2260  
Fax (701) 328-2461  
www.nd.gov/dpi

To: Early Childhood Education Grantees  
From: Tara Bitz, Assistant Director  
Date: August 11, 2016  
RE: NDDPI Early Childhood Reminders

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### **North Dakota Department of Commerce Early Childhood Education Grantees**

Early care and education entities awarded grants by the North Dakota Department of Commerce (Commerce) are required to enroll their pre-kindergarten students in the North Dakota State Automated Reporting System (STARS). All early care and educational settings are required to obtain a [North Dakota state login ID](#). After obtaining a state login ID, please email [Angie Thomas](#) to gain access to STARS. Guidance is provided to assist with entering your enrollment data into STARS. Please note, grantees must keep the STARS report updated monthly in order for Commerce to provide accurate funding reimbursement.

### **2016-2017 Pre-kindergarten Approval**

School districts or any person interested in operating an early childhood education program must request approval annually from the Superintendent of Public Instruction under North Dakota Century Code 15.1-37-01. This includes all early care and education entities awarded by Commerce.

**To receive approval to operate during the 2016-2017 school year, please complete SFN 60869 and submit to [Angie Thomas](#) by Friday, September 2, 2016.**