Department: Human Resources	Approval Date: 12/11/23	Policy Number: 8400
Regulation Number: **648A(a)(2)(A)(i-ii)** **648A(a)(2)(B)(ii)** **645A(h)(1-2)**	**Regulation Title:** **Staff Qualifications**	**Policy Title:** **Qualification Requirements for Center-based Teaching Staff**

Policy:

All Head Start teaching staff in center-based settings must meet one of the following requirements for each position listed below:

HEAD START-TEACHER

- Have an associate, baccalaureate or advanced degree in early childhood education;
- Have an associate, baccalaureate or advanced degree in another field with 18 hours of coursework related to early childhood education. The 18 hours must be in child development and/or early childhood curriculum (CORE hours-see Clarification document);
- Have a Missouri state certificate to teach early childhood education; or,
- Have a baccalaureate degree and has been admitted into the Teach for America program, passed a rigorous early childhood content exam, such as the MEGA, participated in a Teach for America summer training institute that includes teaching preschool children, and is receiving ongoing professional development support from Teach for America's professional staff.
- Have a baccalaureate or advanced degree in early childhood special education when working for a private agency, or in a classroom that is under a Missouri DESE contract, to provide special education services to preschool age children. A current Missouri Teaching Certificate must accompany transcripts.

HEAD START-TEACHER ASSISTANT

- Have a Preschool Child Development Associate (CDA) credential;
- Be enrolled in a Preschool CDA training program to be completed within two (2) years;
- Have a degree that includes at least nine (9) hours of early childhood/education coursework;
- Be currently and continually enrolled in a degree program which includes at least nine (9) hours of early childhood/education coursework;

- Have a degree and have completed 120 clock hours of Preschool CDA training through college coursework or an online Preschool CDA program; or,
- Have a degree and is enrolled in 120 clock hours of Preschool CDA training through college coursework or an online Preschool CDA program.

EARLY HEAD START –TEACHER

- Have an Infant/Toddler Child Development Associate (CDA) credential;
- Be enrolled in an Infant/Toddler CDA training program;
- Have a degree that includes at least nine (9) hours of early childhood/education coursework;
- Be currently and continually enrolled in a degree program which includes at least nine (9) hours of early childhood/education coursework;
- Have a degree and have completed 120 clock hours of Infant/Toddler CDA training through college coursework or an online Infant/Toddler CDA program; or,
- Have a degree and is enrolled in 120 clock hours of Infant/Toddler CDA training through college coursework or an online Infant/Toddler CDA program.

Supporting documents must be provided to the MARC Head Start Quality Assurance Coordinator, Organizational Development Manager or other MARC Head Start staff upon request.

Reviewed: 8/13/25