

NORTH PENN SCHOOL DISTRICT
School Board Policy

6175(a)

INSTRUCTION

Elementary and Secondary

Home Education Programs

Children residing in the district may comply with compulsory education laws through private tutoring or through home schooling programs (schooling by a parent or guardian or other person having legal custody of the child), rather than by attending district schools.

Home education students (those being educated by private tutor or in a home schooling program) are not enrolled in the North Penn School district; therefore, they are not eligible to participate in school district courses. However, they may use school libraries if they make arrangements in advance with the superintendent's office. Home school students may also participate in extra-curricular activities by contacting the principal of the school that they would attend if they were enrolled in the district.

The district will not award a diploma or otherwise acknowledge the completion of a home education student's program of studies.

Definitions

"Home Education Program" shall mean a program conducted by the parent or guardian or such person having legal custody of the child or children. A home education program shall not be considered a nonpublic school.

"Appropriate Education", as applied to a home education program, shall mean a program consisting of instruction in the required subjects for the time required by the Pennsylvania Public School Code and in which the student demonstrates sustained progress in the overall program.

"Supervisor", as applied to a home education program, shall mean the parent or guardian or such person having legal custody of the child or children who shall be responsible for the provision of instruction, provided that such person has a high school diploma or its equivalent.

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Procedure for Instituting a Home Education Program

The parent/guardian/legal custodian of the child or children shall file an affidavit with the superintendent of the residing district prior to the commencement of the home education program. The affidavit shall state the following:

1. Name of supervisor of the home education program
2. Person responsible for instruction
3. Name and age of each child participating in the program
4. Address and telephone number of the home education program site
5. That such subjects as required by law are offered in the English language
6. Outline of proposed education objectives by subject area
7. Evidence that the child has been immunized in accordance with the provisions of Section 1303(a) of the Pennsylvania Public School Code and has received the health and medical services required for students of the child's age or grade level in Article XIV of the Pennsylvania Public School Code
8. That the home education program shall comply with the provisions of Section 1327.1 of the Pennsylvania Public School Code and that the notarized affidavit shall be satisfactory evidence thereof

NOTE: If the home education is to continue beyond the initial year, a revised affidavit shall be filed with superintendent prior to August 1 of each successive year that the home education program is in effect.

9. The affidavit shall contain a certification to be signed by the supervisor that the supervisor and all adults living in the home (where the program is conducted) have not been convicted of the criminal offenses enumerated in Subsection E of Section 111 of the Pennsylvania Public School Code within five years immediately preceding the date of the affidavit.

Requirements for a Home Education Program

1. A child or children enrolled in a home education program under the direction of a supervisor **must** be provided a minimum of 180 days of instruction or 900 hours of instruction per year at the elementary level (Gr. K-6) or 990 hours per year at the secondary level (Gr. 7-12).
2. Required courses at the elementary level shall include the following: English (to include spelling, reading, and writing), Arithmetic, Science, Geography, History of the United States and Pennsylvania, Civics, Safety Education (including the regular and continuous instruction in the dangers and prevention of fires), Health and Physiology, Physical Education, Music, and Art.
3. Required courses at the secondary level shall include the following: English (to include language, literature, speech, and composition), Science, Geography, Social Studies (to include civics, world history, United States history, and Pennsylvania history), Mathematics (to include general mathematics, algebra, and geometry), Art, Music, Physical Education, Health and Safety Education (including the regular and continuous instruction in the dangers and prevention on fires)

4. A home education program may include, at the discretion of the supervisor: Economics, Biology, Chemistry, Foreign Languages, Trigonometry, or other age appropriate courses as contained in Chapter 5 (Curriculum Requirements) of the State Board of Education.
5. The district shall, at the request of the supervisor, lend to the home education program copies of the district's planned courses, textbooks, and other curriculum materials appropriate to the student's age and grade level. Supervisors who intend on having their students participate in statewide tests administered by the district at no cost should notify the district's Home Education Program Supervisor early in the school year so that the school can order extra tests and make arrangements for where they will be administered.

Evaluation Requirements

1. After filing the affidavit and commencing home education, the supervisor must demonstrate that appropriate education is occurring by maintaining a portfolio for each student containing the following:
 - a. A log made contemporaneously with the instruction which designates, by title, the reading materials used, and samples of any writings, worksheets, workbooks, or creative materials used or developed by the student
 - b. In grades 3, 5, and 8, results of nationally normed standardized achievement tests in reading/language arts and mathematics or the results of statewide tests administered in these grade levels.
2. A teacher or administrator who evaluates a portfolio at the elementary level or secondary level shall meet the requirements established in law.
3. An annual written evaluation of the student's educational progress as determined by a licensed clinical or school psychologist, a teacher certified by the Commonwealth, or a nonpublic school teacher or administrator is required. The evaluation shall be based, in part, on an interview of the child and a review of the portfolio and shall certify whether or not an appropriate education is occurring. At the request of the supervisor, persons with other qualifications may conduct the evaluation with the prior consent of the superintendent. In no event shall the evaluator be the supervisor or his/her spouse.
4. An evaluator's certification stating that an appropriate education is occurring for the school year under review shall be provided to the superintendent by June 30 of each year. If the supervisor fails to submit the certification due on June 30, the superintendent shall send a letter by certified mail (return receipt requested) to the supervisor of the home education program, stating that the certification is past due and notifying the supervisor to submit the certification within ten (10) days of receipt of the certified letter. If the certification is not submitted within that time, the board shall provide for a proper hearing.
5. If the superintendent has a reasonable belief, at any time during the school year, that appropriate education may not be occurring in the home education program, or that the home education program is out of compliance with any other provisions of the Pennsylvania Public School Code, he may submit a letter to the supervisor, by certified

mail (return receipt requested) requiring that an evaluation be conducted and that an evaluator's certification stating that an appropriate education is occurring for the school year under review, be submitted to the district within thirty (30) days of the receipt of the certified letter. The certified letter shall include the basis for the superintendent's reasonable belief. If required tests have not been administered at the time of the receipt of the certified letter by the supervisor, the supervisor shall submit the other required documentation to the evaluator and shall submit the test results to the evaluator with the completed documentation at the conclusion of the school year. If the certification is not submitted to the superintendent within thirty (30) days of receipts of the certified letter, the board shall provide for a proper hearing in accordance with the law.

Hearing Procedures

1. When a hearing is required, the board shall provide for a proper hearing by a duly qualified and impartial hearing examiner within thirty (30) days.
2. The hearing examiner may not be an officer, employe or agent of the district, Montgomery County Intermediate Unit or the Department of Education.
3. The hearing examiner shall render a decision within fifteen (15) days of the hearing except that he/she may require the establishment of a remedial education plan mutually agreed to by the superintendent and supervisor of the home education program which shall continue the home education program.
4. The decision of the hearing examiner may be appealed by either the supervisor of the home education program or the superintendent to the Secretary of Education, Commonwealth Court or court of common pleas. The home education program may continue during the time of any appeal.
5. If the hearing examiner finds that the evidence does not indicate that appropriate education is taking place in the home education program, that program for the child shall be out of compliance with the requirements of the Pennsylvania Public School Code regarding compulsory school attendance and home education programs. The student shall then be promptly enrolled in the district, a nonpublic school or a licensed private academic school.
6. At such time as the child's home education program has been determined to be out of compliance, the supervisor or spouse of the supervisor of the home education program shall be ineligible to supervise a home education program for that child for a period of 12 months from the date of such determination.

Students with a Disability

Section 1327 of the Pennsylvania Public School Code provides that a home education program meets the compulsory attendance requirements for students identified as a student with a disability pursuant to the Individuals with Disabilities Education Act only when the program

addresses the specific needs of the exceptional student and is approved by a teacher with a valid certificate from the Commonwealth to teach special education or a licensed clinical or certified school psychologist. Written notification of such approval is submitted with the annual notarized affidavit.

Transfer of Students in Home Education Programs

1. When a district child or children in a home education program intend to relocate to another school district within this Commonwealth, the supervisor of the home education program must apply, by registered mail, thirty (30) days prior to the relocation, to the superintendent requesting a letter of transfer for the home education program to the district where the home education program is relocating.
2. The superintendent must issue the letter of transfer thirty (30) days after receipt of the registered mail request of the home education program supervisor.
3. If the home education program is not in compliance with Section 1327.1 of the Pennsylvania Public School code, the superintendent must inform the home education supervisor and the superintendent of the district to which the home education program is relocating the status of the home education program and the reason for the denial of the letter of transfer.
4. If the home education program is in hearing procedures, the superintendent must inform the home education supervisor, the assigned hearing examiner, and the superintendent of the district to which the home education program is relocating the status of the home education program and the reason for the denial of the letter of transfer.
5. The letter of transfer must be filed by the supervisor of the home education program with the superintendent of the new district of residence.
6. In the case of pending proceedings, the new district of residence superintendent shall continue the home education program until the appeal process is finalized.

Adopted: 3-19-15