

EAST  
STROUDSBURG  
AREA  
SCHOOL DISTRICT

SECTION: PROGRAMS  
TITLE: HOME EDUCATION PROGRAMS  
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<p>1. Authority SC1327,1327.1 Title 22 Sec. 11.31a</p>	<p style="text-align: center;">137. HOME EDUCATION PROGRAMS</p> <p><u>Home education programs for students of compulsory school age residing in the school district shall be conducted in accordance with state law and regulations.</u></p>
<p>2. Definitions SC 1327.1</p>	<p><b>Home Education Program</b> – a program conducted in compliance with law by the parent/guardian or person having legal custody of a child. A home education program shall not be considered a nonpublic school under the provisions of law.</p> <p><b>Supervisor</b> – the parent/guardian or person having legal custody of a child who is responsible for providing instruction, provided that such person has a high school diploma or its equivalent.</p> <p><b>Hearing Examiner</b> – shall not be an officer, employee or agent of the Department of Education or of the school district or intermediate unit of residence of the child in the home education program.</p> <p><b>Appropriate Education</b> – a program consisting of instruction in the required subjects for the time required by law and in which the student demonstrates sustained progress in the overall program.</p>
<p>3. <u>Delegation of Responsibility</u></p>	<p><u>The Superintendent or designee shall develop and distribute administrative regulations for registering and monitoring home education programs.</u></p>
<p>3-4. Guidelines SC 1327</p>	<p><u>Eligibility/Notarized Affidavits</u></p> <p>A notarized affidavit of the parent/guardian or person having legal custody of the child <u>or children</u> shall be filed prior to commencement of the home education program and annually thereafter on August 1 with the Superintendent <u>setting forth the information required by law</u>. <del>The affidavit shall set forth:</del></p> <p><del>1. Name of the supervisor of the home education program who will be responsible</del></p>

	<p><del>for program who will be responsible for the provision of instruction.</del></p> <p><del>Name and age of each child who will participate in the home education program.</del></p>
<p>Pol. 203, 209</p>	<p><del>2. Address and telephone number of the home education program site.</del></p> <p><del>3. That subjects required by law are offered in the English language, including an outline of proposed education objectives by subject area.</del></p> <p><del>4. Evidence that the child has been immunized and has received the health and medical services required for students of the child's age or grade level.</del></p>
<p>SC 111</p>	<p><del>The affidavit shall contain certification signed by the supervisor that the supervisor, all adults in the home, and persons having legal custody of a child in the home education program has not been convicted of criminal offenses as enumerated in the School Code.</del></p>
<p>SC 1327.1</p>	<p><u>Transfers</u></p> <p><del>When a home education program is relocating to another school district, the supervisor is responsible to follow the requirements of law.</del></p>
<p>SC 1327.1</p>	<p><u>Instructional Program</u></p> <p><del>The instructional program for home education students shall include such courses as required by law.</del></p> <p><del>A student who is enrolled in a home education program shall be deemed to have met the requirements if the program provides a minimum of one hundred eighty (180) days of instruction, or nine hundred (900) hours of instruction per year at the elementary level, or nine hundred ninety (990) hours per year at the secondary level.</del></p> <p><del>At the elementary level, the following courses shall be taught: English, to include spelling, reading and writing; arithmetic; science; geography; history of the United States and Pennsylvania; civics; safety education, including regular and continuous instruction in the dangers and prevention of fires; health and physiology; physical education; music; and art.</del></p> <p><del>At the secondary level, the following courses shall be taught: English, to include language, literature, speech and composition; science; geography; social studies, to include civics, world history, history of the United States and Pennsylvania; mathematics, to include general mathematics, algebra and geometry; art; music; physical education; health; and safety education, including regular and continuous instruction in the dangers and prevention of fires.</del></p>
<p><u>SC 1327.1</u></p>	<p><u>Loan of Instructional Materials</u></p>

<p>SC 1327.1</p>	<p><u>The school district of residence shall, at the request of the supervisor, lend to the home education program copies of the school’s planned courses, textbooks, and other curriculum materials appropriate to the student’s age and grade level.</u></p> <p><u>A supervisor borrowing materials pursuant to this section shall agree prior to receipt of any materials to reasonable conditions established by the school district for the use of materials which require their return in good condition, reasonable wear and tear excepted. There will be a charge for reusable materials not returned and/or damaged.</u></p> <p><u>Student Portfolio and Evaluations</u> <u>Requirements of Supervisor</u></p> <p><u>For each student participating in a home education program, the supervisor shall:</u></p> <ol style="list-style-type: none"> <li><u>1. Maintain a portfolio of records and materials.</u></li> <li><u>2. Provide an annual written evaluation of the student’s educational progress.</u></li> </ol> <p><del>In order to demonstrate that an appropriate education is occurring, the supervisor shall provide and maintain on file for each student enrolled in the home education program a portfolio of records and materials.</del></p> <p><del>The portfolio shall consist of a log, made contemporaneously with the instruction, that designates by title the reading materials used; samples of any writings; worksheets, workbooks or creative materials used or developed by the student; and in grades three, five and eight, results of nationally normed standardized achievement tests in reading, language arts and mathematics or results of statewide tests administered in these grade levels.</del></p> <p><del>The supervisor shall ensure that the nationally normed standardized tests or the statewide tests are not administered by the child’s parent or guardian.</del></p>
	<p><u>Graduation Requirements</u></p>
<p><u>SC 1327.1</u></p>	<p><u>The following minimum courses in grades 9 through 12 are established as a requirement for graduation in a home education program: four (4) years of English; three (3) years of mathematics; three (3) years of science; three (3) years of social studies; and two (2) years of arts and humanities.</u></p>
	<p><u>Diplomas</u></p>
<p><u>SC 1327.1</u></p>	<p><u>Students who complete all of the graduation requirements of the home education program shall receive a high school diploma issued by the supervisor or an approved diploma-granting organization.</u></p>
	<p><u>Students With Disabilities</u></p>
<p><u>SC 1327</u></p>	<p><u>A home education program meets compulsory attendance requirements for a student</u></p>

	<u>with a disability only when the program addresses the specific needs of the student and is approved by a teacher with a valid Pennsylvania certificate to teach special education, a licensed clinical psychologist or a certified school psychologist. Written notice of such approval must be submitted with the required affidavit.</u>
<u>SC 1327</u>	<u>The supervisor may request that the school district or intermediate unit of residence provide services that address the specific needs of a student with a disability.</u>
<u>SC 1327</u>	<u>When the provision of services is agreed to by both the supervisor and the school district or intermediate unit, all services shall be provided in district schools or in a private school licensed to provide such programs and services.</u>
	<u>Appropriate Education/Compliance Determination</u>
<u>SC 1327.1</u>	<u>A home education evaluator shall certify that an appropriate education is occurring in the home education program. The supervisor shall submit the certification to the Superintendent by June 30 of each year. If the supervisor fails to submit the certification, the Superintendent shall send a letter to the supervisor notifying the supervisor that s/he has ten (10) days to submit the certification.</u>
<u>SC 1327.1</u>	<u>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, s/he may submit a letter to the supervisor requiring an evaluation be conducted and that an evaluator’s certification stating that an appropriate education is occurring be submitted to the district by the supervisor within thirty (30) days. The letter shall include the basis for the Superintendent’s reasonable belief.</u>
<u>SC 1327.1</u>	<u>If the Superintendent has a reasonable belief that the home education program is out of compliance, s/he shall submit a letter to the supervisor requiring a certification be submitted within thirty (30) days indicating the program is in compliance. The letter shall include the basis for the Superintendent’s reasonable belief.</u>
<u>SC 1327.1</u>	<u>As required by law, all letters shall be sent by certified mail, return receipt requested, and the time for submission of the requested documentation begins upon receipt of the letter.</u>
SC 1327.1	<p><u>Evaluation Requirements</u></p> <p><del>A teacher or administrator who evaluates a portfolio at the elementary level or secondary level shall meet the requirements established in law.</del></p> <p><del>An annual written evaluation of the student’s educational process 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 also be based 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</del></p>

	<p><del>the Superintendent. In no event shall the evaluator be the supervisor or his/her spouse.</del></p> <p><del>Documentation required by this policy shall be provided to the school district Superintendent or designee at the conclusion of each school year. The Superintendent shall determine whether the child is receiving appropriate education, as defined in this policy and law, as a program consisting of instruction in the required subjects for the time required and in which the student demonstrates sustained progress in the overall program.</del></p> <p><del>If the Superintendent or designee has a reasonable belief that, at any time during the school year, an appropriate education may not be occurring in the home education program, s/he may require documentation pertaining to the portfolio to be submitted to the school district by certified mail with return receipt requested within fifteen (15) days, and the evaluation to be submitted within thirty (30) days.</del></p> <p><del>If the Superintendent or designee determines, based on documentation, that an appropriate education is not occurring, s/he shall send a letter to the supervisor stating that, in his/her opinion, an appropriate education is not occurring in the home education program and shall return all documentation, specifying what aspect(s) of the documentation are inadequate.</del></p> <p><del>The supervisor of the program shall have twenty (20) days from receipt of the certified letter to submit additional documentation demonstrating that an appropriate education is taking place. If documentation is not submitted within that time, the home education program shall be out of compliance; and the student shall be promptly enrolled in the public school or a nonpublic school.</del></p>
<p>SC 1327.1</p>	<p><u>Right of Hearing</u></p> <p><del>The Board shall provide for a proper hearing by a duly qualified and impartial hearing examiner within thirty (30) days. The examiner shall render a decision within fifteen (15) days of the hearing, except that s/he 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. The decision of the examiner may be appealed by either the supervisor or the Superintendent to the Secretary of Education or Commonwealth Court.</del></p> <p><del>If the hearing examiner finds that the documentation does not indicate that an appropriate education is taking place in the home education program, the home education program shall be out of compliance; and the student shall be promptly enrolled in a public school or nonpublic school.</del></p>
	<p><u>Hearings</u></p>
<p><u>SC 1327.1</u></p>	<p><u>If the supervisor fails to submit a certification as required, the Board shall provide a hearing by a qualified and impartial hearing examiner within thirty (30) days.</u></p>

<p><u>SC 1327.1</u></p>	<p><u>If the hearing examiner finds that an appropriate education is not taking place in the home education program, the home education program will be determined out of compliance; and the student will be enrolled promptly in a district school, a nonpublic school or a licensed private academic school.</u></p>
	<p><u>Appeal</u></p>
<p><u>SC 1327.1</u>  <u>SC 1327.4</u>  <u>SC 1327.1</u>  <u>SC 1327</u></p>	<p><u>The supervisor or Superintendent may appeal the decision of the hearing examiner to the Secretary of Education, Commonwealth Court or Court of Common Pleas. The home education program may continue during the appeals process.</u></p> <p><u>Loan of Instructional Materials</u></p> <p><del>The school district of residence shall, at the request of the supervisor, lend to the home education program copies of the school's planned courses, textbooks, and other curriculum materials appropriate to the student's age and grade level.</del></p> <p><del>A supervisor borrowing materials pursuant to this section shall agree prior to receipt of any materials to reasonable conditions established by the school district for the use of materials which require their return in good condition, reasonable wear and tear excepted. There will be a charge for reusable materials not returned and/or damaged.</del></p> <p><u>Graduation Requirements</u></p> <p><del>The following minimum courses in grades 9 through 12 are established as a requirement for graduation in a home education program: four (4) years of English; three (3) years of mathematics; three (3) years of science; three (3) years of social studies; two (2) years of arts and humanities.</del></p> <p><u>Handicapped Students</u></p> <p><del>A home education program shall meet compulsory attendance requirements for a student identified as handicapped only when the program addresses the specific needs of the student and is approved by a teacher with a valid education certificate from the Commonwealth to teach special education, or a licensed clinical or certified school psychologist. Written notice of such approval must be submitted with the required affidavit.</del></p> <p><del>The supervisor may request that the school district or intermediate unit of residence provide services that address the exceptional student's specific needs.</del></p>
	<p><u>Transfers</u></p>
<p><u>SC 1327.1</u></p>	<p><u>If a home education program is relocating to another Pennsylvania school district, the supervisor must request from the Superintendent a letter of transfer for the home education program. The request must be made by registered mail thirty (30) days prior to relocation.</u></p>

<p><u>SC 1327.1</u></p>	<p><u>The Superintendent shall issue the letter of transfer within thirty (30) days after receipt of the supervisor’s registered mail request.</u></p>
<p><u>SC 1327.1</u></p>	<p><u>The supervisor shall file the letter of transfer with the Superintendent of the new district of residence.</u></p>
<p><u>SC 1327.1</u></p>	<p><u>If a home education program is out of compliance, the Superintendent shall inform the home education supervisor and Superintendent of the new district of residence of this status and the reason for denial of the transfer letter.</u></p>
<p><u>SC 1327.1</u></p>	<p><u>If a home education program is in hearing procedures, the Superintendent shall inform the home education supervisor, hearing examiner and Superintendent of the new district of residence of this status and the reason for denial of the transfer letter.</u></p>
<p><u>SC 1327.1</u></p>	<p><u>If the Superintendent is informed of pending proceedings related to a home education program relocating to the district, s/he shall continue the home education program until the appeal process is finalized.</u></p>
	<p><del>When the provision of services is agreed to by the supervisor and the school district or intermediate unit, all services shall be provided in the public schools or in a private school licensed to provide such programs and services.</del></p> <p><u>Participation in Curricular and Co-Curricular Activities</u></p> <p>Home education students may not participate in curricular and/or co-curricular activities in grades K-8. In grades 9-12, home education students may participate only in high school band and/or chorus programs in the high school serving the attendance area in which the student resides. Such participation is contingent upon the following criteria:</p>
	<ol style="list-style-type: none"> <li>1. Only band and/or chorus courses normally offered to 9<sup>th</sup>-12<sup>th</sup> grade students may be available to home education students.</li> <li>2. Course enrollment is limited to grades 9-12 only.</li> <li>3. Enrollment in band and/or chorus courses is based on seat availability.</li> <li>4. Home education students must follow the same entry procedure/recommendation process as regular students.</li> <li>5. Specific courses may carry admission requirements, prerequisites, or other prior learning.</li> <li>6. Home education students may need to evidence readiness for the course(s), if applicable, through the administration of a pretest selected or developed by instructional supervisors, department heads or teachers.</li> </ol>

7. Requests for enrollment shall be made to the Superintendent in writing prior to June 1 proceeding the school year in which such enrollment is requested.
8. Courses may be closed if subscription levels fill available seats and the school will not be required to create new sections to accommodate requests.
9. Students enrolled in the school district shall be given priority over home education students in course selection.
10. Transportation of the home education student is the sole responsibility of the parent.
11. Home education students are responsible for keeping track of dates for practices, rehearsals and/or performances. Announcements regarding school cancellations, delays, early dismissals and other special schedule changes are made over traditional media conveyances such as local radio and TV. No special contacts will be provided for the home education student by the school district.
12. Home education students will be required to sign in and out of the building at the main office or other designated area each day that he or she is in attendance.
13. The time of day when a course may be available is determined by the principal of his/her respective building.
14. Home education students are required to follow the rules and regulations of the school and school district. Failure to follow these standards or accept disciplinary consequences can result in removal from the selected course(s).
15. Any home education student who withdraws from a selected course shall not be eligible to enroll in any course until the following school year.
16. No transcripts will be maintained, forwarded or verified for home education students. A letter of completion listing the final grade will be provided at the request of the student.
17. Home education students are required to provide their own musical instruments.
18. Any written materials or other equipment associated with the selected course will be issued to home education students with a fifty-dollar (\$50.00) refundable deposit required for each major item. Library materials and other ancillary items will be used by the home education students at the school location only. Deposits must be made by cash, certified check or money order.
19. No homebound instruction services will be provided should the home education student become ill for an extended period of time. The student may withdraw in such cases and re-enroll the following semester, if possible.



	<p>20. A lack of regular attendance could result in removal from the course. The number of days absent used for determining loss of credit for regular students will be the same number used to determine dismissal from the course.</p> <p>21. School photos, yearbooks, class rings, diplomas, awards, scholarships and all other such supplemental items will not be made available to home education students.</p> <p>22. Prior to acceptance into an eligible class, home education students must provide evidence of required immunizations and other medical tests as required by law for all students attending public schools.</p> <p>23. Home education students will receive, upon request for band and/or chorus course enrollment, a student handbook and, if applicable, a course guide. They will be asked to sign and have their parent(s) sign an acknowledgment of and agreement with the handbook contents.</p> <p>24. Home education students will be assessed equally with school district students and be subject to the same acceptance or elimination process based on ability and talent.</p> <p>25. Home education students will be asked to sign a covenant agreeing to the above criteria. Any attempt to circumvent, violate or challenge these criteria will be considered a breach of the covenant and grounds for removal from the course(s).</p>
<p>Pol. 137</p>	<p><u>Participation in Extracurricular Activities and Interscholastic Athletics</u></p> <p>Home education students shall be given an opportunity to compete for positions in extracurricular activities and interscholastic athletic programs.</p> <p>The following guidelines shall govern participation in the school district's extracurricular activities and interscholastic athletic programs by eligible home education students, who shall:</p> <ol style="list-style-type: none"> <li>1. Establish that they are residents of the school district.</li> <li>2. Meet the same eligibility criteria required of school district students.</li> <li>3. Fulfill all requirements for participation in the activity or program required for school district students.</li> <li>4. Fulfill all requirements of home education as per applicable state laws and regulations and Board policies.</li> <li>5. Maintain appropriate insurance coverage, consistent with the coverage requirements for school district students.</li> </ol>

137. HOME EDUCATION PROGRAMS – Pg. 10

<p>Pol. 122, 123</p> <p>Pol. 218</p>	<p>6. Comply with Board policies and school rules and regulations regarding extracurricular activities and interscholastic athletics.</p> <p>7. Comply with Board policies and school rules and regulations regarding student discipline.</p> <p>8. Meet the requirements for physical examinations and physical fitness.</p> <p>9. Comply with all requirements and directives of the school district staff, coaches and administrators involved with the extra curricular activity or interscholastic athletic program.</p>
	<p>A home education student may only participate in extracurricular activities and interscholastic athletic programs at the school building the student would be assigned to if s/he was enrolled in the school district.</p> <p>The Director of Athletics and Activities shall be responsible to receive and review written confirmation from the home education program supervisor that a student has met and continues to meet the established participation requirements for the extracurricular activity or interscholastic athletic program. The confirmation shall include the student’s attendance record and grades, where applicable.</p> <p>Home education student-athletes are also subject to any other rules, regulations and expectations set forth by their respective coaches, the athletic department and the school district, as they pertain to all other student-athletes.</p>
	<p>The Board shall not provide transportation to the school for individual home education students who participate in the school district’s extracurricular activities or interscholastic athletic programs.</p> <p>Home education students who are residents of the school district may participate in Career &amp; Technical Institute programs at the Monroe Career &amp; Technical Institute without being enrolled in the school district, subject to course availability. Requests for enrollment will be considered following subscription by regularly enrolled students and subject to available slots in area as annually allocated to the school district. Requests for enrollment shall be submitted in writing to the Assistant Superintendent for Pupil Services. The Career &amp; Technical Institute reserves the right to remove a home education student from any of its programs as it would for any student not meeting the school’s established standards, rules or regulations.</p>
	<p><u>Enrollment in the School District</u></p> <p>Home education students who wish to enroll in the school district will be placed in appropriate grades and/or classes for instruction as a result of an assessment process to be conducted by the school district, which could include assessment of the child’s home education portfolio, results of standardized testing, curriculum-based</p>

137. HOME EDUCATION PROGRAMS – Pg. 11

	<p>assessment, and other applicable forms of academic screening and assessment at the school’s discretion. At the secondary level, students who wish to obtain credit towards graduation must, in addition to the submission of the home education portfolio (including pertinent work samples and other applicable materials), pass subject-specific final examinations and/or other appropriate forms of subject-specific assessment as approved by the Superintendent.</p> <p>It is the responsibility of the home education student to keep track of all dates and times of practices, games or other functions of the extracurricular activity in which s/he is involved and to monitor the potential for postponements or cancellations of such due to inclement weather or other circumstances.</p>
	<p>References:</p> <p>School Code 24 P.S. Sec. 111, 1327, 1327.1</p> <p>State Board of Education Regulations – 22 PA Code, Sec. 11.31a, <u>11.33</u></p> <p>Board Policy –<del>122, 123, 137,</del> 203, 209, <del>218</del></p>