

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>Home education programs for students of compulsory school age residing in the school district shall be conducted in accordance with state law and regulations.</p>
<p>2. Definitions SC 1327.1</p>	<p>Home Education Program – 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>Supervisor – 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>Hearing Examiner – 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>Appropriate Education – 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. Delegation of Responsibility</p>	<p>The Superintendent or designee shall develop and distribute administrative regulations for registering and monitoring home education programs.</p>
<p>4. Guidelines SC 1327</p>	<p><u>Notarized Affidavits</u></p> <p>A notarized affidavit of the parent/guardian or person having legal custody of the child or children shall be filed prior to commencement of the home education program and annually thereafter on August 1 with the Superintendent setting forth the information required by law.</p>

<p>SC 1327.1</p>	<p><u>Instructional Program</u></p> <p>The instructional program for home education students shall include such courses as required by law.</p> <p><u>Loan of Instructional Materials</u></p> <p>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.</p> <p>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.</p> <p><u>Student Portfolio and Evaluations</u></p> <p>For each student participating in a home education program, the supervisor shall:</p> <ol style="list-style-type: none"> 1. Maintain a portfolio of records and materials. 2. Provide an annual written evaluation of the student’s educational progress.
	<p><u>Graduation Requirements</u></p>
<p>SC 1327.1</p>	<p>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.</p>
	<p><u>Diplomas</u></p>
<p>SC 1327.1</p>	<p>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.</p>
	<p><u>Students With Disabilities</u></p>
<p>SC 1327</p>	<p>A home education program meets compulsory attendance requirements for a student 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</p>

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	such approval must be submitted with the required affidavit.
SC 1327	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.
SC 1327	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>Appropriate Education/Compliance Determination</u>
SC 1327.1	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.
SC 1327.1	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.
SC 1327.1	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.
SC 1327.1	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>Hearings</u>
SC 1327.1	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.
SC 1327.1	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>Appeal</u>
SC 1327.1	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>Transfers</u>
SC 1327.1	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.
SC 1327.1	The Superintendent shall issue the letter of transfer within thirty (30) days after receipt of the supervisor’s registered mail request.
SC 1327.1	The supervisor shall file the letter of transfer with the Superintendent of the new district of residence.
SC 1327.1	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.
SC 1327.1	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.
SC 1327.1	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>Participation in Curricular and Co-Curricular Activities</u>
	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:
	<ol style="list-style-type: none"> 1. Only band and/or chorus courses normally offered to 9th-12th grade students may be available to home education students. 2. Course enrollment is limited to grades 9-12 only. 3. Enrollment in band and/or chorus courses is based on seat availability. 4. Home education students must follow the same entry procedure/recommendation process as regular students. 5. Specific courses may carry admission requirements, prerequisites, or other prior learning.

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.
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.

	<p>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> <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 <u>from the building principal, or designee</u>. They will be asked to sign and have their parent(s) sign an acknowledgment of an 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 <u>equal</u> opportunity to compete for positions <u>and participate</u> in extracurricular activities and interscholastic athletic programs, <u>including, as applicable, Junior Reserve Officers' Training Corps (JROTC) units</u>.</p> <p><u>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. When the district provides transportation to and from an away competition, game, event or exhibition and requires district students to use district transportation, home education students shall be required to use the transportation provided by the district.</u></p> <p><u>Prior to trying out or joining an activity, a home education student shall submit required documents and written verification of eligibility to the building principal or designee.</u></p> <p><u>To be considered in attendance in accordance with Board policy, the home education</u></p>

<p>Pol. 122, 123</p> <p>Pol. 218</p>	<p><u>student must participate in a full, normally scheduled academic program, in accordance with the planned home education program and submitted documentation.</u></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"> 1. Establish that they are residents of the school district. 2. Meet the same eligibility criteria required of school district students. 3. Fulfill all requirements for participation in the activity or program required for school district students.<u>Meet the attendance and reporting requirements established for all participants of the activity or program.</u> 4. Fulfill all requirements of home education as per applicable state laws and regulations and Board policies. 5. Maintain appropriate insurance coverage, consistent with the coverage requirements for school district students. 6. Comply with Board policies and school rules and regulations regarding extracurricular activities and interscholastic athletics. 7.<u>Comply with Board policies and school rules and regulations regarding student discipline.</u> 7.8.<u>Comply with policies, rules and regulations, or their equivalent, of the activity’s governing organization.</u> 8.9.<u>Meet the requirements for physical examinations and physical fitness <u>and any height and/or weight restrictions.</u></u> 9.10.<u>Comply with all requirements and directives of the school district staff, coaches and administrators involved with the extra curricular activity or interscholastic athletic program.</u>
	<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<u>the student</u> was enrolled in the school district.</p> <p><u>The building principal, or designee, shall ensure that home education student have access to information regarding the district’s extracurricular activities and interscholastic athletic programs.</u></p> <p>The Director of Athletics and Activities<u>building principal, or designee,</u> shall be responsible to receive and review written confirmation from the home education program supervisor<u>parent/guardian</u> that a student has met and continues to meet the</p>

	<p>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><u>The principal, or designee, shall distribute information regarding eligibility criteria and student participation in extracurricular activities and interscholastic athletics to all affected by them.</u></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 & Technical Institute programs at the Monroe Career & 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 & 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 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, 11.33</p> <p>Board Policy –203, 209</p>
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