

## HOME SCHOOLING

### 1.0 Purpose

Compulsory school attendance shall begin with the school year in which the sixth birthday is reached prior to the first day of September of such year and upon enrolling in a publicly supported kindergarten program and continue to the sixteenth birthday. Monroe County Schools recognizes there is an exemption from the foregoing requirement of compulsory public school attendance as stated in West Virginia Code §18-8-1 and in this policy.

### 2.0 Procedures

- 2.1 When a parent or guardian seeks recognition to provide instruction in the home or other approved place as stated in West Virginia Code §18-8-1, subsection ( c ) (1) the following provisions must be satisfied:
- 2.2. Annually, the person or persons providing home instruction shall present to the county superintendent a notice of intent to provide home instruction for a time equal to the instructional term set forth in section forty-five (18-5-45), article five, along with the name, address, age and grade level of any child of compulsory school age to be instructed, provided that if a child is enrolled in a public school, notice of intent to provide home instruction shall be given at least two weeks prior to withdrawing such child from public school.
- 2.3 The instruction shall be conducted by a person or persons who must submit satisfactory evidence of a high school diploma or a GED upon the initial application for providing home schooling.
- 2.4. The person or persons providing home instruction shall submit an outline of a plan of instruction for the ensuing school year; and,
- 2.5 On or before the thirtieth (30<sup>th</sup>) day of June of each year, the person or persons providing home instruction shall obtain an academic assessment of the child for the previous school year and submit the results to the county superintendent. When the academic assessment takes place outside of a public school, the parent or legal guardian shall pay the cost. The requirement of an academic assessment shall be satisfied in one of the following ways:
  - 2.5.1 The child receiving home instruction takes a nationally normed standardized achievement test to be administered under standardized conditions as set forth by the published instructions of the selected test in

the subjects of reading, language, math, science and social studies; provided that in no event may the parent or legal guardian administer the test. The publication date of the test shall not be more than ten (10) years from the date of the administration of the test. The child shall be considered to have made acceptable progress when the mean of the child's test results in the required subject areas for any year meets or exceeds the fiftieth (50<sup>th</sup>) percentile or, if below the fiftieth (50<sup>th</sup>) percentile, shows improvement from the previous year's results;

2.5.2 The child participates in the testing program currently in use in the state's public schools. The test shall be administered to the child at a public school in the county of residence. (It is the parent or guardian's responsibility to contact the principal to arrange for the test.) Determination of acceptable progress will be based on current guidelines of the state testing program;

2.5.3 The county superintendent is provided with a written narrative indicating that a portfolio of samples of the child's work has been reviewed and that the child's academic progress for the year is in accordance with the child's abilities. If the narrative indicates that the child's academic progress for the year is in accordance with the child's abilities, the child shall be considered to have made acceptable progress. This narrative shall be prepared by a certified teacher whose certification number shall be provided. The narrative shall include a statement about the child's progress in the areas of reading, language, mathematics, science and social studies and shall note any areas which, in the professional opinion of the reviewer, show need for improvement or remediation; or

2.5.4 The child completes an alternative academic assessment of proficiency that is mutually agreed upon by the parent or legal guardian and the county superintendent. Criteria for acceptable progress shall be mutually agreed upon by the same parties; and

2.6 When the annual assessment fails to show acceptable progress as defined under the appropriate assessment option set forth above, the person or persons providing home instruction shall initiate a remedial program to foster acceptable progress and the county shall notify the parents or legal guardian of the child in writing, of the services available to assist in the assessment of the child's eligibility for special education services: provided, that the identification of a disability shall not preclude the continuation of home schooling. In the event that the child does not

achieve acceptable progress as defined under the appropriate assessment option set forth above for a second consecutive year, the person or persons providing instruction shall submit to the county superintendent additional evidence that appropriate instruction is being provided.

- 2.7 The county superintendent or designee shall offer such assistance, including textbooks, other teaching material and available resources, as may assist the person or persons providing home instruction subject to their availability. However, students who are home-schooled are not eligible for any special education services under an IEP. Any child receiving home instruction, may, upon the approval of the county board, exercise the option to attend any class offered by the county board as the person or persons providing home instruction may consider appropriate, subject to normal registration and attendance requirements.

2.7.1 Partial enrollment in public school shall be approved by the Monroe County Board of Education and shall depend upon the following stipulations:

- Available space: the enrollment of a student into a particular class shall not cause additional hiring or cause the class load for the teacher to exceed state guidelines.
- Ease of implementation: The procedure for allowing a student to take one or more classes shall not disrupt the school day for regular students.
- Appropriate conduct: Students enrolled in regular classes under this policy shall follow all guidelines for student conduct. Permission shall be rescinded if the conduct of the student who is partially enrolled is disruptive.

2.8 Requirements for entering public schools are:

- 2.8.1 Any person or persons previously providing home instruction who wish to enroll a student into the Monroe County public schools will be required to maintain a portfolio and/or provide sufficient documentation related to work completed by the child during the home schooling period. This portfolio documentation (e.g. standardized tests, course testing, placements tests provided for courses, etc.) will be used by a committee made up of a school administrator, guidance counselor and teacher at the school to determine the proper grade/class placement for the child.

- 2.8.2 A child entering public school and placed in grades kindergarten through eight will not be assigned a letter grade for any work completed during the home school period. The child's permanent record will reflect the time during which home schooling occurred.
- 2.8.3 A child entering public school and placed in grades nine through twelve will not be assigned a letter grade in a course appropriate for determining class ranking, but will receive an acceptance or denial designation indicating P (pass) to be given and used toward graduation or NC (no credit) that will not be included as part of the student's transcript. Only those courses that have received the "P" status will count toward graduation and listed on the student's official transcript. The "NC" status will be determined by a school administrator, guidance counselor and teacher/s of the school who may choose to either review the student's educational portfolio for each course or may instead administer an end of course or any other appropriate written examination for each course being presented for credit by the entering home school student. Students who have been home schooled will not be given a class rank for graduation if more than 25% of their courses were completed while under home instruction. The student's transcript will be marked with a P or NC to indicate which courses were taken during the time he/she was home schooled.
- 2.8.4 A child who completes his/her education in home instruction (WV Code §18-8-1, Exemption ( c) (1 or 2) will not receive a graduation diploma from Monroe County Schools.

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