

DRAFT AR 6182.1 CORRESPONDENCE STUDY PROGRAM

PACE Statewide Homeschool Curriculum

State regulations mandate that all curriculum material including textbooks and other instructional aids be reviewed and approved by the District. PACE Contact Teachers assist in identifying appropriate curricular choices. PACE will not purchase or reimburse for religious or doctrinal materials, but PACE does not prohibit the use of any materials in the education of a student.

PACE Statewide Homeschool Student Learning Plans (SLP)

State regulations require correspondence students to complete an Individualized Learning Plan (ILP). PACE Statewide Homeschool refers to this plan as a Student Learning Plan (SLP).

The SLP outlines curriculum, vendors, and anticipated projects and/or special assignments, assessments, and anticipated costs. The SLP is consulted throughout the year to verify quarterly grades, reports, and validate reimbursement requests.

A syllabus is required for all parent-designed core classes not using a recognized K-12 curriculum. All correspondence classes must be monitored by a certified teacher for parent-designed courses.

PACE Statewide Homeschool Core Course Requirements

4 AAC.33.426:

- (a) A student enrolled in a correspondence study program, whether full-time or part-time, must take at least 50 percent of the student's coursework that the student takes through the correspondence study program in core courses. A student enrolled in more than two correspondence classes must take core courses in at least two different subject areas.
- (b) A district may waive the requirement of (a) of this section if the district determines that the student is a senior and needs less than 50 percent of the student's curriculum in core courses to qualify for high school graduation from the correspondence study program in which the student is enrolled. A district shall waive the requirement of (a) of this section if the student obtained achievement levels that met standards in English language arts and mathematics as set out in [4 AAC 06.739](#)(b) during the previous academic year.
- (c) Core course work performed outside the student's correspondence study program may not count towards the requirements set out under (a) of this section.
- (d) In this section, "core course" means
 - (1) a course of study in
 - (A) English;
 - (B) mathematics;
 - (C) social studies;
 - (D) science;
 - (E) technology;
 - (F) world languages; or
 - (2) a course required by a student's IEP if the student is receiving special education and related services under [4 AAC 52](#).

State regulations require that PACE Contact Teachers monitor and review student progress on a quarterly basis. At the end of each quarter a grade must be submitted by the parent/guardian for each course the student is enrolled in. Final course grades will be determined and assigned by the certificated PACE Contact Teacher who is responsible for monitoring the course.

PACE Statewide Homeschool Vendor Approval Form

A completed PACE Vendor Approval Form is required for all classes in which instruction is delivered by a third party and must show instructor/tutor qualifications. Examples include: tutoring, dance, swimming, or art lessons...etc. The PACE Vendor Approval Form contains timelines, goals, curriculum source, topics covered, projects to be completed, and method of assessment.

PACE Vendor Approval Forms are required prior to reimbursement. All forms must be maintained in PACE's electronic files.

- PACE does not accept direct billing from vendors.
- PACE does not allow payment for services provided to a student by a family member (the student's spouse, guardian, parent, stepparent, sibling, stepsibling, grandparent, step-grandparent, child, uncle, or aunt). AS 14.03.310(e).

Legal Reference:

ALASKA STATUTES

14.03.300-.310 Correspondence study programs

14.14.110 Cooperation with other districts

14.17.041 Elementary and secondary instructional units

14.17.505 Fund balance in school operating fund

14.30.010 When attendance compulsory

ALASKA ADMINISTRATIVE CODE

4 AAC 33.430 Enrollment of students

4 AAC 33.432 Enrollment of special education students

4 AAC 33.405-.490 Correspondence study programs

4 AAC 09.040 Counting of correspondence students and part-time public school students

4 AAC 09.160 Fund balance

4 AAC 09.990 Definitions

Added 1/2025

Craig City School District