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*Revised:* \_\_\_\_\_

*Adopted:* 10/11/12

## **611 HOME SCHOOLING**

### **I. PURPOSE**

The purpose of this policy is to recognize and provide guidelines in accordance with state law for parents who wish to have their children receive education in a home school that is an alternative to an accredited public or private school.

### **II. GENERAL STATEMENT OF POLICY**

The Compulsory Attendance Law (Minn. Stat. § 120A.22) provides that the parent or guardian of a child is primarily responsible for assuring that the child acquires knowledge and skills that are essential for effective citizenship. (Minn. Stat. § 120A.22, Subd. 1)

### **III. CONDITIONS FOR HOME SCHOOLING**

The person in charge of a home school and the school district must provide instruction and meet the requirements specified in Minn. Stat. § 120A.22.

### **IV. IMMUNIZATION**

The parent or guardian of a home-schooled child shall submit statements as required by Minn. Stat. § 121A.15, Subds. 1, 2, 3, 4, and 12, on the appropriate Minnesota Department of Education form, to the superintendent of the school district in which the child resides by October 1 of the first year of home schooling in Minnesota and the grade 7 year. (Minn. Stat. § 121A.15, Subd. 8)

### **V. TEXTBOOKS, INSTRUCTIONAL MATERIAL, STANDARD TESTS**

Upon formal request as required by law, the school district will provide textbooks, individualized instructional materials, and standardized tests and loan or provide them for use by a home-schooled child as provided in Minn. Stat. § 123B.42 and Minn. Rules Ch. 3540. The school district is not required to expend any amount for this purpose that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40-123B.48 for this purpose. If curriculum has both physical and electronic components, the school district will, at the request of the student or the student's parent or guardian, make the electronic

component accessible to a resident student provided that the school district does not incur more than an incidental cost as a result of providing access electronically.

## **VI. PUPIL SUPPORT SERVICES**

Upon formal request as required by law, the school district will provide pupil support services in the form of health services and counseling and guidance services to a home-schooled child as provided by Minn. Stat. § 123B.44 and Minn. Rules Ch. 3540. The school district is not required to expend an amount for any of these purposes that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40-123B.48 for any of these purposes.

## **VII. EXTRACURRICULAR ACTIVITIES**

Resident pupils who receive instruction in a home school (where five or fewer students receive instruction) may fully participate in extracurricular activities of the school district on the same basis as other public school students. (Minn. Stat. §§ 123B.36, Subd. 1, and 123B.49, Subd. 4)

## **VIII. SHARED TIME PROGRAMS**

Enrollment in class offerings of the school district.

- A. A home-schooled child who is a resident of the school district may enroll in classes in the school district as a shared time pupil on the same basis as other nonpublic school students. The provisions of this policy shall not be determinative of whether the school district allows the enrollment of any pupils on a shared-time basis.
- B. The school district may limit enrollment of shared-time pupils in such classes based on the capacity of a program, class, grade level, or school building. The school board and administration retain sole discretion and control over scheduling of all classes and assignment of shared time pupils to classes.

## **IX. OPTIONAL COOPERATIVE ARRANGEMENTS**

### **A. Activities**

- 1. Minnesota State High School League sponsored activities (where six or more students receive instruction in the home school or the home school students are not residents of the school district).

A home school which is a member of the Minnesota State High School League may request that the school district enter into a cooperative sponsorship arrangement as provided in Minnesota State High School League Bylaw 403.00. The approval of such an arrangement shall be at the discretion of the school board.

- a. The home school must become a member of the Minnesota State High School League in accordance with the rules of the Minnesota State High School League.

- b. The home school is solely responsible for any costs or fees associated with its application for and/or subsequent membership in the Minnesota State High School League.
  - c. The home school is responsible for any and all costs associated with its participation in a cooperative sponsorship arrangement as well as any school district activity fees associated with the Minnesota State High School League activity.
2. Non-Minnesota State High School League activities where six or more students receive instruction in the home school.

A home-schooled child may participate in non-Minnesota State High School League activities offered by the school district upon application and approval from the school board to participate in the activity and the payment of any activity fees associated with the activity. However, home school students may not be charged higher activity fees than other public school students. An approval shall be granted at the discretion of the school board.

**B. Transportation Services**

- 1. The school district may provide nonpublic nonregular transportation services to a home-schooled child.
- 2. The school board of the school district retains sole discretion and control and management of scheduling routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, and any other matter relating to the provision of transportation services.

**X. CREDIT TRANSFER FROM A HOME SCHOOL TO MAHTOMEDI HIGH SCHOOL**

- A. All students, in order to earn a Mahtomedi High School diploma, must meet established Minnesota K-12 academic standards, required state tests, and Mahtomedi graduation requirements.
- B. The Mahtomedi School District will provide a comprehensive academic program, which addresses knowledge, skills, concepts, and processes as determined by the setting of high academic standards that meet or exceed state and national standards.
- C. Special Education students who properly complete the programs specified in their Individual Education Plan (IEP) and have received the recommendation of their IEP Team shall be awarded a diploma.

**XI. FULL-TIME HOME SCHOOLED STUDENTS**

Students who are full-time home schooled students, grades 9-12, will not receive a diploma from Mahtomedi High School.

**XII. SHARED TIME PROGRAMS**

- A. Home schooled students' access to Mahtomedi classes:
1. Elementary and Middle School Students: A home schooled child who is a resident of the school district may enroll in classes in the district's elementary or middle schools as a shared time pupil on the same basis as other nonpublic school students, and not more than one-half of a school day.
  2. High School Students: A home schooled child who is a resident of the school district may enroll in classes in the district's high school as a shared time pupil on the same basis as other nonpublic school students, and up to two classes at one time. The provisions of this policy shall not be determinative of whether the school district allows the enrollment of any pupils on a shared time basis.
- B. Enrollment Capacity: The school district may limit enrollment of shared time pupils in such classes based on the capacity of a program, class, grade level, or school building. The school board and administration retain sole discretion and control over scheduling of all classes and assignment of shared time pupils to classes.
- C. Students Enrolled in Mahtomedi Public Schools: A child enrolled as a student in the Mahtomedi School District cannot attend home school classes part of a day, while attending public school for the remainder of the school day. Instead, the student must enroll in home school and attend Mahtomedi classes on a shared time basis.

### **XIII. TESTING FOR HOME SCHOOLED STUDENTS**

Home schooled students may take the standardized tests administered by the school district for enrolled students. The school district may charge a fee for these tests consistent with Minn. Stat. § 123B.42. Since home schools are private schools, a home schooled student's standardized test results will not be reported with enrolled students' results.

### **XIV. MAHTOMEDI HIGH SCHOOL DIPLOMA OPTION**

- A. Home schooled students may earn a diploma from Mahtomedi High School if they are enrolled in at least one Mahtomedi High School course, between the hours of 8:00 a.m. and 2:30 p.m., during the second semester of their 12<sup>th</sup> grade year of school and only if:
1. They meet the Minnesota academic standards, required state tests, and Mahtomedi graduation requirements;
  2. They submit home education credits to their high school guidance counselor before the beginning of the last semester of their senior year to determine eligibility for graduation; and
  3. Their credits submitted come directly from the home school, the publisher, or organization that evaluates the curriculum being used

for home school. *(Documentation including description of curriculum, instructional process, and methods used for assessment will be used by the high school counselor to determine the credits eligible for transfer. For unaccredited home schools, the school district may also require mastery of key subject areas to determine eligibility of credits for transfer.)*

- B. Qualifying credits from the home school will be entered on the student's official transcript as home school credits and will be transferred into semester credits and will count toward meeting Mahtomedi High School graduation requirements.
- C. Transfer credits will be evaluated on an individual basis by the principal, counselor, and/or teacher to determine if courses meet graduation requirements. Students may be subject to a placement evaluation to determine appropriate placement for sequential courses.
- D. Mahtomedi High School will not adopt the grades that a student has received in the home school to be used for class rank, awards programs, or other student recognition programs.

## **XV. REGISTRATION INFORMATION**

For more information regarding enrollment in Mahtomedi High School, call the Mahtomedi High School Guidance Office.

***Legal References:*** Minn. Stat. § 120A.22 (Compulsory Instruction)  
Minn. Stat. § 120A.24 (Reporting)  
Minn. Stat. § 120A.26 (Enforcement and Prosecution)  
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)  
Minn. Stat. § 123B.36 (School Boards May Require Fees)  
Minn. Stat. § 123B.41 (Definitions)  
Minn. Stat. § 123B.42 (Textbooks, Individual Instruction Material, Standard Tests)  
Minn. Stat. § 123B.44 (Provision of Pupil Support Services)  
Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities)  
Minn. Stat. § 123B.86 (Equal Treatment - Transportation)  
Minn. Stat. § 123B.92 (Transportation Aid Entitlement)  
Minn. Stat. § 124D.03 (Enrollment Options Program)  
Minn. Rules Ch. 3540 (Textbooks, Individualized Instruction Materials, Standardized Tests)

***Cross References:*** Mahtomedi School Board Policy 509 (Enrollment of Nonresident Students)  
Mahtomedi School Board Policy 510 (School Activities)

*ADOPTED: January 13, 2011*  
*REVISED:*