



Book	Policy Manual
Section	100 Programs
Title	Home Education Programs
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### **Authority**

The Board shall approve a program of home education, pursuant to law, permitting students to study at home in accordance with the Board policy.[\[1\]\[2\]\[3\]](#)

### **Definitions**

**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.[\[2\]](#)

**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.

**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.

**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.

### **Guidelines**

#### **Eligibility/Affidavits**

A notarized affidavit of the parent/guardian or person having legal custody of the child shall be filed prior to commencement of the home education program and annually thereafter on August 1 with the Superintendent. The affidavit shall set forth:[\[2\]](#)

1. Name of the supervisor of the home education program who will be responsible for the

provision of instruction.

2. Name and age of each child who will participate in the home education program.
3. Address and telephone number of the home education program site.
4. That subjects required by law are offered in the English language, including an outline of proposed education objectives by subject area.
5. 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.[4][5]

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 have not been convicted of criminal offenses as enumerated in the School Code, and/or not violated the Safe Child Act. For any child identified by the provisions of the Education of the Handicapped Act as needing special education services (excluding gifted) the program must address the needs of the exceptional student and be approved by a currently Pennsylvania certified special educator or licensed or certified school psychologist.[6]

### Transfers

When a home education program is relocating to another school district, the supervisor is responsible to follow the requirements of law.[2]

### Program

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 days of instruction, or nine hundred hours of instruction per year at the elementary level, or nine hundred ninety hours per year at the secondary level.[2]

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.

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.

Courses of study may include, at the discretion of the supervisor, economics; biology; chemistry; foreign languages; trigonometry; or other age appropriate courses included in Chapter 4 of the School Code.[7]

### Requirements of Supervisor

In order to demonstrate that 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.[\[2\]](#)

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 3, 5 and 8 results of nationally normed standardized achievement tests in reading, language arts and mathematics or results of statewide tests administered in these grade levels.

The supervisor shall ensure that the nationally normed standardized tests or the statewide tests are not administered by the child's parent/guardian, or the spouse of the parent/guardian.

### Evaluation Requirements

A teacher or administrator who evaluates a portfolio at the elementary level or secondary level shall meet the requirements established in law.[\[2\]](#)

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 the Superintendent. In no event shall the evaluator be the supervisor or his/her spouse.

The supervisor must submit a copy of the written evaluation to the Superintendent no later than June 30 of each school year. If the evaluation is not submitted by June 30, the Superintendent must send a certified letter to the supervisor of the home education program indicating that the evaluator's certification is past due and that the certification must be submitted within ten (10) days of receipt of the letter. If the certification is not submitted within that time, the school directors provide for a proper hearing.[\[2\]](#)

If the Superintendent has a reasonable belief that, at any time during the school year, appropriate education may not be occurring in the home education program, or that the home education program is out of compliance with any other provisions of this section of the school code, s/he may submit a letter to the supervisor by certified mail indicating the basis for the reasonable belief and requiring that an evaluation be conducted. The evaluator's certification that an appropriate education is being conducted must be submitted to the district within thirty (30) days. If the certification is not received within thirty (30) days of receipt of the Superintendent's letter the board of school directors shall provide for a proper hearing.[\[2\]](#)

### Right of Hearing

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. The hearing examiner 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. [\[2\]](#)

#### Loan of Instructional Materials

The district 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. [\[2\]](#)

#### Cooperation With Home Educators

The school district will comply in a friendly manner with home education participants in order to positively affect the home school child's education. The school district will allow home educated children to take nationally-normed tests administered to students who are enrolled on a full-time basis. The school district will permit home educated children to participate in the district's health program. Home educated students will be permitted to participate in curricular, cocurricular and athletic activities of the school district subject to administrative regulations and the availability of openings in the program after accommodating the needs of students enrolled on a full-time basis. No special transportation accommodations will be provided to home educated students.

#### Graduation Requirements

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. [\[2\]](#)

The school district is under no obligation to award a diploma or acknowledge completion of a student's education in a home education program.

#### Handicapped Students

A home education program shall satisfy 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. [\[1\]](#)

The supervisor may request that the school district or intermediate unit of residence provide services that address the exceptional student's specific needs.

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 the public schools or in a private school licensed to provide such programs and services. [\[1\]](#)

## Legal

[1. 24 P.S. 1327](#)[2. 24 P.S. 1327.1](#)[3. 22 PA Code 11.31a](#)

4. Pol. 203

5. Pol. 209

[6. 24 P.S. 111](#)[7. 22 PA Code 4.1 et seq](#)[22 PA Code 11.33](#)