

HOME SCHOOL POLICY

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 or upon enrolling in a publicly supported kindergarten program and continue to the sixteenth birthday. The Raleigh County Board of Education 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. Raleigh County Schools will require and document exemptions only for any student subject to the age conditions of the compulsory school law.

2.0 Procedures

Requirements for Home Schooling Under Exemption B, Subsection (a): Instruction in home or other approved place by a non-parent or parent not able to satisfy education requirements under Exemption B, subsection (a).

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 (a) of Exemption B, the following provisions must be satisfied:

- 2.1 Qualifications of the person or persons providing home schooling must be submitted. The instruction shall be conducted by a person or persons who must submit satisfactory evidence of a high school diploma or a GED.
- 2.2 The length of the school term and school day shall be for a time equal to the school term and school day of Raleigh County as required by law.
- 2.3 Upon request, it shall be the duty of the person or persons providing the instruction to furnish to the Superintendent/Home School coordinator a portfolio of the student's work in each subject area two times yearly, once in the month of January and again in June.
- 2.4 It may be the duty of the person or persons providing instruction to present an outline of instruction for each subject areas for the ensuing year. Simply listing courses or textbooks is not sufficient and will not be accepted.

2.5 The person or persons providing home instruction shall annually obtain an academic assessment of the child for the previous school year. This shall be satisfied in the following manner:

(I) The child must take an annual standardized achievement. Results must be submitted to the Superintendent/Home School Coordinator no later than June 30 of the school year being assessed.

A. This test may be part of the West Virginia Measures of Academic Progress (WESTMAP) for grades 3 - 8 and 10. Parents or guardians are responsible for contacting the county test coordinator at least two months prior to the test window to arrange for participation in West Virginia Educational Standards Test (WESTEST).

B. For grades K-2, 9, 11 and 12, parents must arrange for private testing or meet the requirements of the law in another way.

(II) Upon notification that the child's test results for any single year have fallen below the fiftieth percentile on the nationally standardized test or mastery if the child participation in WESTEST, the county board of education may notify the parents or legal guardian of the said child, in writing if remediation is required.

2.6 A student receiving home instruction cannot receive a diploma from the Raleigh County Board of Education.

3.0

Requirements for Home Schooling Under Exemption B, subsection (b): Instruction in home or other approved place by parent or guardian.

3.1 When a parent or guardian notified the county superintendent of their intent in home school their child, **all** requirements as set forth in "2.0 Procedures" must be met.

4.0

Requirements for entering public school are:

- 4.1 All person/persons previously providing home instruction who wish to enroll a student into the Raleigh 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 test, course testing, placement tests provided for courses, etc.) will be used by a committee made up of the Home School Coordinator and the Student Assistance Team of the receiving school to determine the proper grade/class placement for the child.
- 4.2 Students, grades K-8, receiving home instruction who wish to enroll in Raleigh County School system must notify the Home School Coordinator and the building principal of this intent two weeks prior to the beginning of the semester in which enrollment is to take place. It is required that the written notice of intent be submitted two weeks prior to the beginning of the semester in which enrollment is to take place; however, the Home School Coordinator and/or the building principal may waive the two-week notice to re-enroll for extenuating circumstances. All K-8 students also have the option to re-enter at any time during the semester with the understanding that any and all work missed must be made up or special arrangements must be made with and approved by the building principal.
- 4.3 Upon notification of intent to enter, the building principal will contact the parent or legal guardian to establish times and dates and may administer a norm-referenced or criterion-referenced individually administered test of academic achievement, designed to estimate the grade level at which a student is performing in basic mathematics, reading, spelling, handwriting and written composition. Results of this testing and other criteria such as age appropriateness may be used by the Student Assistance Team, classroom teachers, building administrators and the Home School Coordinator to determine grade placement for student success.
- 4.4 A child entering public school and placed in grades K-8 will not be assigned a letter grade for any work completed during the home school period. The child's permanent record file will reflect the

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time during which home schooling occurred. Scores received from nationally normed standardized tests will become part of the student's

permanent record file.

- 4.5 Students in grades 9-12 receiving home instruction who wish to enroll in the Raleigh County School system must notify the Home School Coordinator and building principal of this intent two weeks prior to the beginning of the semester in which enrollment is to take place. The building principal or designee will contact the parent or legal guardian to establish a date for the Student Assistance Team meeting to determine appropriate grade placement.
- 4.6 Students who enroll after a semester begins and wish to receive credit for courses they will finish that semester must meet the following requirement:
 - *All work missed during the grading period or semester must be made up and submitted on a date mutually agreed upon by the student and teacher or teachers involved.
 - *A student who fails any required subject must repeat that particular course.
- 4.7 A child entering public school and placed in grades 9-12 will not be assigned a letter grade in a course appropriate for determining class ranking. In lieu of letter or percentage grades, scores received from nationally normed standardized test will become part of the student's permanent file. The student's permanent record will reflect the time during which home schooling occurred.
- 4.8 Students who have been home schooled for a period of time in grades 9 through 12, and did not receive a grade, will not be given a class rank for graduation.
- 4.9 If a student returns to public school after being home-schooled and can actually earn enough credits (based on credit for home-schooled work granted according to Board Policy and classes taken in public school), a diploma from Raleigh County Schools will be granted. Otherwise, a student receives a certificate of attendance from the school and must take and pass a GED in order to receive a diploma.

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