

BETHEL PARK SCHOOL DISTRICT
HOME EDUCATION HANDBOOK

7/01/10



This handbook was prepared by a group of homeschooling parents and Bethel Park School District administrators. It will be available on the Bethel Park School District Website and will be maintained at each building and in the Special Services Office.

The purpose of this handbook is to facilitate a clearer understanding of the process of providing support for home education within the Bethel Park School District. It is designed to aid both home educating families and school district personnel.

Questions regarding this handbook may be directed to the Special Services Office of the Bethel Park School District at 412-854-8410 or 412-854-8735, or by contacting home educating families within the district. (A list of families who have volunteered to answer questions is maintained at the Special Services Office.)

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Bethel Park School District Mission Statement:

To lead an educational partnership with the Community, maintaining an environment that challenges all students to reach their potential as lifelong learners and responsible members of society.

Introduction

This handbook is designed to provide the standard of practice whereby the school district administrators, faculty, and support staff may continue to build upon the tradition of helpfulness to home educating families which has existed since passage of Act 169 of the Pennsylvania School Code in 1988. This handbook does not supersede state law.

Any family seeking to pursue a home education program should familiarize themselves with the applicable Pennsylvania School Code and Bethel Park School District Policies, as well as helpful information from the Pennsylvania Department of Education. (See **Appendix 1**) It is also recommended that families seek out further information and support by becoming involved in local, statewide, and national home education organizations. (See **Appendix 2**)

Upon receipt of an inquiry or an initial affidavit, the school district will provide the home education supervisor with this handbook for reference. Any updates to this handbook will be provided to the Home Education Supervisor as they occur. Additional copies of this handbook will be available in print format at the School District Administration office or online at the district website: www.bpsd.org

Before Starting a Home Education Program

- Understand that the compulsory school age in Pennsylvania is 8 years old until the student's 17th birthday. The following is the state regulation regarding when an affidavit needs to be filed for a home educated student: If your child turns eight before or during the first two weeks of the annual school year, the affidavit must be filed by the child's birth date. If the child turns 8 after the first two weeks of the school year, the affidavit should be filed prior to the beginning of the next school year. If the child has attended any public school in grade 1 or above, you must file an affidavit whenever you begin homeschooling, regardless of the child's age.
- Review all educational options available for students of your child's age and grade, including public school, private school, charter school, cyber charter school, private tutoring, and home education.
- If you have chosen home education as the best option for your child, as the parent or legal guardian, and if you possess a high school diploma or GED or equivalent, you are qualified to be the "Supervisor" of the home education program.
- Complete a home education affidavit form and have it notarized.
- Develop an outline of proposed education objectives by subject area and attach it to the affidavit.

- Attach a copy of each child’s immunization records or notes from his/her doctor to the affidavit. (For exemptions, see **Appendix 5**)
- Mail or hand-deliver the affidavit, education objectives, and immunization records to the Superintendent’s office.
- You may begin your home education program once the affidavit and proper attachments have been submitted to the Superintendent’s office. Prior approval from the school district is not necessary.
- Please note: If your child has been identified as needing special education services by a public school district (according to Chapter 14 of the Pennsylvania School Code of 1949), pre-approval of your educational objectives is required. The preapproval must be by a certified special education teacher, or a licensed clinical or certified school psychologist.

During the School Year

- Document daily instruction in a log.
- Maintain a portfolio containing samples of student work.
- If your child is in grades 3, 5 or 8, arrange for your child to take an achievement test. Standardized tests may not be administered by the student’s parents or guardians. For a list of standardized tests, see **Appendix 9**.
- Find a home education evaluator. (See a list of evaluator qualifications in **Appendix 10** and see local and statewide organizations for lists of evaluators, **Appendix 2**)

End of the School Year

- Arrange for your child to be interviewed by a qualified evaluator who will review the child’s portfolio and write an evaluation of the child’s educational progress.
- Submit your log, portfolio, test results, and evaluator’s report to the Principal’s office prior to July 1st. (The Pennsylvania School Code requires that documentation be provided to the district superintendent; in the Bethel Park School District, the Superintendent has designated the Principal of each school to be the recipient of the documentation.)

Affidavits

A notarized affidavit must be filed coincident with the commencement of a home education program and by August 1st in subsequent school years. It may be mailed or hand delivered to: Office of the Superintendent, Bethel Park School District, 301 Church Road, Bethel Park, PA 15102.

Affidavit forms are available from the Office of the Superintendent or home education organizations. (See **Appendix 2**)

For a sample affidavit: See **Appendix 3**.

The affidavit form should be accompanied by:

- A list of educational objectives for each student; include at least one objective for each subject. For a list of required subjects refer to the School Code. (**Appendix 1**) For examples of educational objectives, contact local or statewide organizations. (**Appendix 2**)
- Immunization records or a letter of exemption.

Additional State Mandated Health Requirements

- Students in home education programs are required to be immunized in accordance with State law and regulations of the Pennsylvania Secretary of Health. (See **Appendix 5**, for exemptions)
- Health and immunization records must be maintained for each child of school age.
- Other mandated health service requirements for each child of school age (unless previously submitted as a public/private school student) :
 - Annual vision screening, and height and weight measurement.
 - Medical examination at the beginning of the home education program and in sixth grade and eleventh grade.
 - Dental examination at the beginning the home education program and in third grade, and seventh grade.
 - Hearing screening at the beginning of the home education program and in second, third, seventh, and eleventh grade.
 - Scoliosis screening in sixth and seventh grade.
 - Tuberculin test at the beginning of the home education program and in ninth grade.

See **Appendix 4** for a chart of the above information.

Evidence that required health and medical services have been received may be satisfied by the written assertion of the Supervisor.

These services may be obtained privately or the home education supervisor may contact the principal of the home educated child's assigned school for assistance. This should be done at the beginning of the school year to avoid missing the scheduled in-school examination days.

For each student participating in school district academic classes or extra-curricular programs, health records must be submitted.

For information regarding religious, ethical, or medical exemptions see **Appendix 5**.

Academic Support

Home educated students, for whom affidavits have been filed, may utilize the academic resources of the Bethel Park School District in support of their home education programs. These resources include, but are not limited to:

- Textbooks and other curriculum materials (answer books may or may not be available)
- Class enrollment including academic offerings and non-academic offerings (e.g. instrument instruction, physical education, etc.)
- Testing
- Academic counseling
- Access to Edline – a web-based program that lists student assignments, attendance, progress, and grades for enrolled students(Contact Administration Office or Principal for access.)

Additional resources for curriculum are available from local libraries and local, state, and national organizations (**Appendix 2**). Please note that the Bethel Park Public Library offers classes for home educated students and access to their teacher resource center.

At the elementary or middle school level, in order to utilize the district's resources, Home Education Supervisors should contact the Principal for the school which each student would be attending if he/she were a public school student. For a directory of district schools see **Appendix 6**. To determine which school is appropriate, the Supervisor should contact the Administrative Office at 412-833-5000.

At the high school level, Supervisors should contact the Principal for access to textbooks or curriculum materials. Supervisors of high school students should contact the High School Counseling Office (412-854-8597) for enrollment in academic classes at Bethel Park High School. The student will be assigned a counselor, with whom he/she should schedule an appointment, in order to schedule classes. Course Selection Guides are available in February for the following school year. Scheduling requests are accepted as early as March for the following school year. High school counselors are available in mid-August to help with scheduling changes or late enrollment. If your child has registered for classes, instructions will be mailed in August concerning schedule pick up. Class enrollment is available as space permits; however once the student has received his/her schedule the student's place in the class is secured and the student cannot be unseated.

When classes are not consecutive, study halls may be scheduled in between class times. If the student is on campus during homeroom, his/her attendance will be noted there. If the student does not attend homeroom, he/she must check in at the Records Office when he/she arrives on campus.

Home educated students participating in the district's academic programs may utilize the district's existing bus transportation, if so desired. Transportation requests must be secured through the Special Services Office to complete the registration process-

Special Education Services

The Supervisor of a home education student, who has been identified by a public school district as needing special education services pursuant to the Individuals with Disabilities Education Improvement Act (IDEIA), must develop a program that addresses the specific needs of the exceptional student and have the educational objectives and program for that student approved by a certified special education teacher or a licensed clinical or certified school psychologist. Written notification of this approval must be submitted with the notarized affidavit. This requirement does not apply to students who have been identified as gifted or talented.

If the Supervisor believes that a child is in need of special education services, but has not yet been evaluated, the school district will evaluate your child, without charge. The district will explain the results of the evaluation to the Supervisor.

The Supervisor must submit a written request for an evaluation to the Director of Special Education (301 Church Road, Bethel Park, PA 15102). If a verbal request for an evaluation is made to a building Principal by the Supervisor, the Principal must contact the Special Education Office. Then a permission form will be sent to the home within 10 days of the verbal request. The evaluation must be completed and a report returned to the Supervisor within 60 calendar days of the initial request.

The Supervisor may ask the school district to provide services which address the specific needs of the exceptional student in the home education program. If services are requested, then the Supervisor and the school district will come to an agreement as to what services will be provided and where. Any services which are agreed to will be provided in a public school or in a private school which is licensed to provide such programs and services; these services will not be provided in the home.

Special education services may be arranged by contacting the Director of Special Education in the district offices at 412-854-8410.

For additional Special Education resources, see **Appendix 7**.

Extracurricular Activities

All extracurricular activities available to students enrolled in the school district are available to home educated students residing in the district.

Home educated students are not required to enroll in classes at a district school in order to participate in an extracurricular activity. Other requirements for participation in extra-curricular activities shall be the same as enrolled students.

When participation in an activity requires a grade standard, the report of the Home Education Supervisor indicating no academic deficiencies shall be proof of academic eligibility, e.g., for participation in high school athletics, a weekly notice to the Athletic Director should be sent each

Thursday during the sport's season. This can be in either print or e-mail format. (See **Appendix 8** for a sample letter.)

Whenever transportation is provided to enrolled students for an extracurricular activity, that same transportation shall be available to the home educated participant. The home educated participant may opt not to use the transportation. In that case, it shall be the responsibility of the student's parent(s) or guardian(s) to transport the student to and from the extracurricular activity and to provide the district with a travel release form. (Available at: <http://www.bpsd.org/bphs/athletics/>)

Students wishing to participate in middle school or high school athletics should obtain a copy of the Bethel Park School District Parent-Student Athletic Handbook by contacting the Athletic office or by visiting <http://www.bpsd.org/bphs/athletics/>

If the home educated student is interested in participating in college athletics, the family should familiarize themselves with NCAA regulations prior to the commencement of high school. See their website for information.

End of Year Requirements

At the conclusion of each school year and prior to July 1st, the following should be submitted to the Principal of the school which the student would be attending if he/she were a public school student (The Pennsylvania School Code requires that documentation be provided to the district superintendent; in the Bethel Park School District, the Superintendent has designated the Principal of each school to be the recipient of the documentation.):

1. A portfolio for each student including a log, made contemporaneously with the instruction, which designates by title the reading materials used, samples of any writings, worksheets, workbooks or creative materials used or developed by the student.
2. Standardized test scores in the 3rd, 5th, and 8th grades. A list of acceptable nationally normed standardized achievement tests enumerated by the Pennsylvania Department of Education can be found in **Appendix 9**. Home educated students may participate in statewide tests as they are administered in their assigned school, but they are under no obligation to do so. The Supervisor may arrange for this by contacting the Principal's office at the beginning of the school year, as testing may occur in the fall or spring. Some home education organizations also provide testing services. (**Appendix 2**) Standardized tests may not be administered by the student's parents or guardians.
3. A professional evaluation of the student's home education program, completed and signed by the home education evaluator. See **Appendix 10** for evaluator qualifications. Some Home Education Organizations provide lists of qualified evaluators. (**Appendix 2**)

At the discretion of the Supervisor, either an appointment may be made to meet with the School Principal to review the documentation or the documentation may be submitted to the Principal's office for later review. If documentation is submitted for later review, it will be stored in a secure location until its return to the Supervisor. Every attempt will be made to complete the review of the portfolio in a

timely manner. The Supervisor will be notified when the documentation is available for pick up. A copy of the evaluation will be made and kept in the student's file. A signed letter indicating that all documentation was received and reviewed will be included with the returned documentation.

If for some reason the Principal is unavailable, the documentation may be delivered to the Superintendent's office for review.

Transitioning

Home educated students who wish to transition to full time public school will be placed at grade level, based upon the documentation of their annual evaluations. As per standard procedure for newly enrolled students, the school may require placement exams for content areas or where pre-requisites are required. At the high school level, transcripts provided by the Home Education Supervisor will be utilized to determine compliance with graduation requirements. The student will work with the High School Counseling Office to develop a plan to meet the graduation requirements necessary in order to receive a Bethel Park High School Diploma. See **Appendix 11** for Bethel Park High School graduation requirements.

FAQ

May I withdraw my public/private school student and begin homeschooling at anytime during the school year?

Yes. The law allows for a student to be withdrawn at any time during the school year. An affidavit must be filed at that time and annually thereafter by August 1st as long as the home education program continues. An affidavit is not required if the student is enrolled in a public school kindergarten or less than eight years old at the beginning of the school year and enrolled in private school.

What should I attach to the affidavit?

Attachments to the affidavit must include an outline of the proposed educational objectives arranged by subject matter, evidence that the child has been immunized in accordance with the provisions of law. Evidence of immunizations consists of written confirmation from the child's doctor that the child has received specific, listed immunizations or all of the immunizations required for a child of his or her age. (See **Appendix 6** for medical exemptions.)

When does my child need standardized tests?

Students in grades 3, 5 or 8 must be given a nationally normed standardized achievement test or the Pennsylvania state test, PSSA, in reading/language arts and mathematics. The results of these tests must accompany their portfolios.

Can my child have special accommodations when taking the nationally normed or state tests?

The Supervisor is responsible for determining whether the test publisher allows for accommodations on the particular test you've chosen and to ensure that the publisher's policies are followed. Information on PSSA accommodations is available on the PDE website,

What might a typical portfolio look like?

A portfolio can be in either print or digital format. The typical portfolio might consist of a three ring binder with a title page and sectional dividers. Included in the portfolio should be a log, made contemporaneously with the instruction, which 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 three, five and eight results of nationally normed standardized achievement tests in reading/language arts and mathematics or the results of Statewide tests administered in these grade levels.

When submitted to the school district, the portfolio should also include the home education evaluator's report. Contact a local home education organization or family in order to see examples of what a portfolio might look like. (See **Appendix 2**)

When is the portfolio due?

Each student's portfolio of records and materials, and annual written evaluation of educational progress must be provided to the Principal of each child's assigned school prior to July 1st of each school year. The Superintendent may request the portfolio of records and materials, log, standardized test results and evaluation any time prior to June 30th if the superintendent has a reasonable belief that appropriate education is not occurring.

What are the qualifications and duties of a home education evaluator?

An evaluator of the home education program is to be a teacher certified to teach in the public schools of Pennsylvania, a certified school psychologist, a licensed psychologist or a nonpublic school administrator or teacher with particular experience. At the request of the Home Education Supervisor, persons with other qualifications may conduct the evaluation with the prior consent of the district superintendent.

Please see **Appendix 10** for evaluator qualifications.

The evaluator is to interview the student, review the log, portfolio, and test results, and then write a report which certifies that an appropriate education is occurring and that the student has demonstrated sustained progress in his/her overall program.

What are the home education requirements for students with special needs?

The Supervisor of a home education student, who has been identified by a public school district as needing special education services pursuant to the Individuals with Disabilities Education Improvement Act (IDEIA), must develop a program that addresses the specific needs of the exceptional student and have the educational objectives for that student approved by a certified special education teacher or a licensed clinical or certified school psychologist. Written notification of this approval must be submitted with the notarized affidavit. This requirement does not apply to students who have been identified as gifted or talented.

What responsibilities does the school district have for students with special needs?

If the Supervisor believes that a child is in need of special education services, but has not yet been evaluated, the school district will evaluate your child, without charge. The district will explain the results of the evaluation to the Supervisor.

The Supervisor must submit a written request for an evaluation to the Director of Special Education (301 Church Road, Bethel Park, PA 15102). If a verbal request for an evaluation is made to a building Principal by the Supervisor, the Principal must contact the Special Education Office. Then a permission form will be sent to the home within 10 days of the verbal request. The evaluation must be completed and a report returned to the Supervisor within 60 calendar days of the initial request.

The Supervisor may ask the school district to provide services which address the specific needs of the exceptional student in the home education program. If services are requested, then the Supervisor and the school district will come to an agreement as to what services will be provided and where. Any services which are agreed to will be provided in a public school or in a private school which is licensed to provide such programs and services; these services will not be provided in the home.

How does a home educated student receive a high school diploma?

School districts are not required to issue diplomas to students in home education programs. It is recommended that the other options available be carefully researched prior to the commencement of ninth grade. These options include:

- High School Diplomas issued by home education organizations and recognized by the Pennsylvania Department of Education. (See organizations in **Appendix 2.**)
- A student may successfully complete the GED test and receive the Commonwealth Secondary Diploma.
- A student may successfully complete 1 year or 30 semester hours at an accredited postsecondary institution and submit that information to Pennsylvania Department of Education and receive a Commonwealth Secondary Diploma.
- Although not a high school diploma, for PHEAA grant and loan purposes, a student may request the Superintendent of his or her school district of residence to sign a PHEAA form or a letter on school district letterhead indicating the student has completed the requirements in the home education law for graduation per 24 P.S. Sec. 13-1327.1(d).
- Just as students who transfer from other school districts, home educated students will be qualified to receive a Bethel High School diploma if they meet all the Bethel Park graduation requirements and if they enroll as full time student, no later than the beginning of their senior year. (See **Appendix 11**).

How do I arrange for my child to participate in the school district's academic offerings?

At the elementary and middle school level, contact the Principal for the school which the student would be attending if he/she were a public school student.

At the high school level, contact the Principal for access to textbooks or curriculum materials. Contact the High School Counseling Office (412-854-8597) for enrollment in academic classes at Bethel Park High School.

Class enrollment is available as space permits; however, once the student has received his/her schedule the student's place in the class is secured and the student cannot be unseated. Registration for High School classes is available as early as March.

At the high school level, a report card will be issued only for the classes in which the home educated student is enrolled.

Can my child participate in extra-curricular activities at the school district where we live?

Yes. Act 67 of 2005 amended the home education law to allow a student in a home education program to participate in extra-curricular activities. Extracurricular activities may include, but are not limited to: clubs, musical ensembles, theatrical productions, interscholastic athletics, and intramural sports. Contact the school principal's office to find out about activities and to arrange for participation. For middle school and high school athletic participation, contact the Athletic Office well in advance of the season for which your child is going to participate in order to be able to comply with all requirements. You can obtain a copy of the Bethel Park School District Parent-Student Athletic Handbook by visiting <http://www.bpsd.org/bphs/athletics/> . Refer to Bethel Park School Board Policy # 137.1. **(See Appendix 1).**

Is the parent required to do all the teaching?

The Supervisor of the program, the parent or guardian, or such person having legal custody of the child or children, shall be responsible for the provision of instruction. The Supervisor is not required to provide all of the instruction and may delegate instruction to other individuals.

How can I make contact with other families pursuing home education programs within the Bethel Park School District?

You can meet other families by contacting home education organizations **(see Appendix 2)**, attending home education programs at the Bethel Park Public Library, or by contacting the Bethel Park School District Special Services Office for a referral (412-854-8410).

Do I have to maintain a portfolio the year my child turns age 17?

Home education is a way of fulfilling the requirements for compulsory attendance, and students must attend school until the day of their 17th birthday.

If the student is planning to receive a high school diploma issued by a home education diploma program sponsored by a home education organization and recognized by the Pennsylvania Department of Education, the student will still be required to comply with the graduation requirements for that diploma program. (See organizations in **Appendix 2.**)

Appendix 1

School Codes and Policies Relevant to Home Education

Information from the Pennsylvania Department of Education, including relevant School Code:

24 PS 1-102 Definitions

When used in this act the following words and phrases shall have the following meanings:

(1) "Board of school directors" shall include the board of public education in school districts of the first class, except where specifically limited to school districts of other classes.

(2) "School district" shall include school districts of all classes, except where specifically limited to districts of a particular class or classes.

(3) "School term" shall mean the period of time elapsing between the opening of the public schools in the fall of one year and the closing of the public schools in the spring of the following year.

(4) "School year" shall mean the period of time elapsing in school districts of the first class between the first day of January and the thirty-first day of December of any year, and in school districts of all other classes between the first day of July of one year and the thirtieth day of June of the following year. School districts with a year-round education program may submit a request to the Secretary of Education for approval or disapproval to extend the school year until August 15 for the purpose of determining average daily memberships for students whose one hundred eighty (180) days of instruction continue into the summer months.

(5) "Official visitor" shall include the Governor, Lieutenant Governor, members of the Senate and House of Representatives, the House of Representatives, the Secretary of Education and members of the State Board of Education.

24 PS 1-111 Background checks of prospective employees; conviction of employees of certain offenses

(a) This section shall apply to all prospective employees of public and private schools, intermediate units and area vocational-technical schools, including independent contractors and their employees, except those employees and independent contractors and their employees who have no direct contact with children.

(b) Administrators of public and private schools, intermediate units and area vocational-technical schools shall require prospective employees to submit with their employment application, pursuant to 18 Pa.C.S. Ch.91 (relating to criminal history record information), a report of criminal history record information from the Pennsylvania State Police that the State Police central repository contains no such information relating to that person. Such criminal history record information shall be limited to that which is disseminated pursuant to 18 Pa.C.S. § 9121(b)(2)(relating to general regulations) and shall be no more than one (1) year old. An applicant may submit a copy of the required information with the application for employment. Administrators shall maintain a copy of the required information and shall require each

applicant to produce the original document prior to employment. Administrators shall require contractors to produce the original document for each prospective employee of such contractor prior to employment.

(c) Where the applicant is not a resident of the Commonwealth, administrators shall require the applicant to submit with the application for employment a report of Federal criminal history record information pursuant to the Federal Bureau of Investigation appropriation of Title II of Public Law 92-544, 86 Stat. 1115, and the department shall be the intermediary for the purposes of this section.

(d) The State Board of Education shall, in the manner provided by law, promulgate the regulations necessary to carry out this section. The regulations shall provide for the confidentiality of criminal history record information obtained pursuant to this act.

(e) No person subject to this act shall be employed in a public or private school, intermediate unit or area vocational-technical school where the report of criminal history record information indicates the applicant has been convicted, within five (5) years immediately preceding the date of the report, of any of the following offenses:

(1) An offense under one or more of the following provisions of Title 18 of the Pennsylvania Consolidated Statutes:

Chapter 25 (relating to criminal homicide).

Section 2702 (relating to aggravated assault).

Section 2709 (relating to harassment and stalking).

Section 2901 (relating to kidnapping).

Section 2902 (relating to unlawful restraint).

Section 3121 (relating to rape).

Section 3122.1 (relating to statutory sexual assault).

Section 3123 (relating to involuntary deviate sexual intercourse).

Section 3124.1 (relating to sexual assault).

Section 3125 (relating to aggravated indecent assault).

Section 3126 (relating to indecent assault).

Section 3127 (relating to indecent exposure).

Section 4302 (relating to incest).

Section 4303 (relating to concealing death of child).

Section 4304 (relating to endangering welfare of children).

Section 4305 (relating to dealing in infant children).

A felony offense under section 5902(b) (relating to prostitution and related offenses).

Section 5903(c) or (d) (relating to obscene and other sexual materials and performances).

Section 6301 (relating to corruption of minors).

Section 6312 (relating to sexual abuse of children).

(2) An offense designated as a felony under the act of April 14, 1972 (P.L. 233, No. 64), known as "The Controlled Substance, Drug, Device and Cosmetic Act.

(3) An out-of-State or Federal offense similar in nature to those crimes listed in clauses (1) and (2).

(f) The requirements of this section shall not apply to employees of public and private schools, intermediate units and area vocational-technical schools who meet all the following requirements:

(1) The employees are under twenty-one (21) years of age.

(2) They are employed for periods of ninety (90) days or less.

(3) They are a part of a job development and/or job training program funded in whole or in part by public or private sources. Once employment of a person who meets these conditions extends beyond ninety (90) days, all requirements of this section shall take effect.

(g) An administrator or other person responsible for employment decisions in a school or other institution under this section who willfully fails to comply with the provisions of this section commits a violation of this act and shall be subject to civil penalty as provided in this section.

(1) The department shall have jurisdiction to determine violators of this section and may, following a hearing, assess a civil penalty not to exceed two thousand five hundred dollars (\$2,500).

(2) The civil penalty shall be payable to the Commonwealth.

(h) No person employed in a public or private school on the effective date of this section shall be required to obtain the information required herein as a condition of continued employment. Any person who has once obtained the information required under this section may transfer to another school in the same district or established and supervised by the same organization and shall not be required to obtain additional reports before making such transfer.

(i) Notwithstanding subsections (b) and (c), administrators may employ applicants on a provisional basis for a single period not to exceed thirty (30) days or, for out-of-State applicants, a period of ninety (90) days, except during a lawful strike proceeding under the provisions of the act of July 23, 1970 (P.L.563, No.195), known as the "Public Employee Relations Act," provided that all of the following conditions are met:

(1) the applicant has applied for the information required under subsection (b) and, where applicable, under subsection (c) and the applicant provides a copy of the appropriate completed request forms to the administrator;

(2) the administrator has no knowledge of information pertaining to the applicant which would disqualify him from employment pursuant to subsection (e);

(3) the applicant swears or affirms in writing that he is not disqualified from employment pursuant to subsection (e);

(4) if the information obtained pursuant to subsection (b) or (c) reveals that the applicant is disqualified from employment pursuant to subsection (e), the applicant shall be suspended and subject to termination proceedings as provided for by law; and

(5) the administrator requires that the applicant not be permitted to work alone with children and that the applicant work in the immediate vicinity of a permanent employee.

24 PS § 5-511. School athletics, publications, and organizations

(a) The board of school directors in every school district shall prescribe, adopt, and enforce such reasonable rules and regulations as it may deem proper, regarding (1) the management, supervision, control, or prohibition of exercises, athletics, or games of any kind, school publications, debating, forensic, dramatic, musical, and other activities related to the school program, including raising and disbursing funds for any or all of such purposes and for scholarships, and (2) the organization, management, supervision, control, financing, or prohibition of organizations, clubs, societies and groups of the members of any class or school, and may provide for the suspension, dismissal, or other reasonable penalty in the case of any appointee, professional or other employee, or pupil who violates any of such rules or regulations.

(b) Any school or any class activity or organization thereof, with the approval of the board, may affiliate with any local, district, regional, State, or national organization whose purposes and activities are appropriate to and related to the school program.

(b.1) Private schools shall be permitted, if otherwise qualified, to be members of the Pennsylvania Interscholastic Athletic Association except that private schools located in cities of the second class which are members of the Pennsylvania Interscholastic Athletic Association shall, if they so elect, be assigned to a district or section outside of the geographical boundary of the second class city but contiguous thereto, and shall participate in Pennsylvania Interscholastic Athletic Association sponsored athletic contests in that section. The association shall not prohibit a private school from being a member solely on the grounds that the coach or a member of the coaching staff of any athletic team is not a teacher, or professional employee, either full-time or part-time, at such private school, except that this provision shall not apply to coaches or members of the coaching staff initially employed after January 1, 1965.

(c) The board of school directors may (1) permit the use of school property, real or personal, for the purpose of conducting any activity related to the school program, or by any school or class organization, club, society, or group, (2) authorize any school employee or employees to manage, supervise and control the development and conduct of any of such activities, (3) employ or assign any school employee to serve in any capacity in connection with any of such activities.

(d) Notwithstanding the use of school property or personnel, it shall be lawful for any school or any class or any organization, club, society, or group thereof, to raise, expend, or hold funds, including balances carried over from year to year, in its own name and under its own management, under the supervision of the principal or other professional employee of the school district designated by the board. Such funds shall not be the funds of the school district but shall remain the property of the respective school, class, organization, club, society, or group. The treasurer or custodian of such funds shall furnish to the school district a proper bond, in such amount and with such surety or sureties as the board shall approve, conditioned upon the faithful performance of his duties as treasurer or custodian. The premium of such bond, if any, shall be paid from the fund or funds secured thereby or from the funds of the school district, at the discretion of the board. The treasurer or custodian shall be required to maintain an accounting system approved by the board, shall deposit the funds in a depository approved by the board, shall submit a financial statement to the board quarterly or oftener, at the direction of the board, and shall submit the accounts to be audited in like manner as the accounts of the school district.

(e) All purchases of materials or supplies made by any organization, club, society or group or by any school or class shall be made by the purchaser in accordance with the requirements of section 807.1

(f) The board of school directors of any district is hereby authorized to appropriate any monies of the district for the payment of medical and hospital expenses incurred as a result of participation in such athletic events or games, practice or preparation therefore, or in transportation to or from such athletic events or games, or the practice or preparation therefore, and for the purchase of accident insurance in connection with such participation and transportation.

24 PS 13-1303a Immunization required; penalty

(a) It shall be the duty of all school directors, superintendents, principals, or other persons in charge of any public, private, parochial, or other school including kindergarten, to ascertain that every child, prior to admission to school for the first time has been immunized, as the Secretary of Health may direct, against such diseases as shall appear on a list to be made and from time to time reviewed by the Advisory Health Board. All certificates of immunization shall be issued in accordance with the rules and regulations promulgated by the Secretary of Health with the sanction and advice of the Advisory Health Board.

(b) Any person who shall fail, neglect, or refuse to comply with, or who shall violate, any of the provisions or requirements of this section, except as hereinafter provided, shall, for every such offense, upon summary conviction thereof, be sentenced to pay a fine of not less than five dollars (\$5) nor more than one hundred dollars (\$100), and in default thereof, to undergo an imprisonment in the jail of the proper county for a period not exceeding sixty (60) days. All such fines shall be paid into the treasury of the school district.

(c) The provisions of this section shall not apply in the case of any child deemed to have a medical contraindication which may contraindicate immunization and so certified by a physician. Such certificates may be accepted in lieu of a certificate of immunization.

(d) The provisions of this section shall not apply in the case of any child whose parent or guardian objects in writing to such immunization on religious grounds.

24 PS 13-1304 Admission of beginners

The admission of beginners to the public schools shall be confined to the first two weeks of the annual school term in districts operating on an annual promotion basis, and to the first two weeks of either the first or the second semester of the school term in districts operating on a semi-annual promotion basis. Admission shall be limited to beginners who have attained the age of five years and seven months before the first day of September if they are to be admitted in the fall, and to those who have attained the age of five years and seven months before the first day of February if they are to be admitted at the beginning of the second semester. The board of school directors of any school district may admit beginners who are less than five years and seven months of age, in accordance with standards prescribed by the State Board of Education. The board of school directors may refuse to accept or retain beginners who have not attained a mental age of five years, as determined by the supervisor of special education or a properly certificated public school psychologist in accordance with standards prescribed by the State Board of Education.

The term "beginners," as used in this section, shall mean any child that should enter the lowest grade of the primary school or the lowest primary class above the kindergarten level.

24 PS 13-1326 Definitions

The term "compulsory school age," as hereinafter used, shall mean the period of a child's life from the time the child's parents elect to have the child enter school, which shall be not later than at the age of eight (8) years, until the age of seventeen (17) years. The term shall not include any child who holds a certificate of graduation from a regularly accredited senior high school.

The term "migratory child," wherever used in this subdivision of this article, shall include any child domiciled temporarily in any school district for the purpose of seasonal employment, but not acquiring residence therein, and any child accompanying his parent or guardian who is so domiciled.

24 PS 13-1327 Compulsory school attendance

(a) Except as hereinafter provided, every child of compulsory school age having a legal residence in this Commonwealth, as provided in this article, and every migratory child of compulsory school age, is required to attend a day school in which the subjects and activities prescribed by the standards of the State Board of Education are taught in the English language. In lieu of such school attendance, any child fifteen years of age with the approval of the district superintendent and the approval of the Secretary of Education, and any child sixteen years of age with the approval of the district superintendent of schools, may enroll as a day student in a private trade school or in a private business school licensed by the Department of Education, or in a trade or business school, or department operated by a local school district or districts. Such modified program offered in a public school must meet the standards prescribed by the State Board of Education or the State Board for Vocational Education. Except as hereinafter provided, every parent, guardian, or other person having control or charge of any child or children of compulsory school age is required to send such child or children to a day school in which the subjects and activities prescribed by the standards of the State Board of Education are taught in the English language. Such parent, guardian, or other person having control or charge of any child or children, fifteen or sixteen years of age, in accordance with the provisions of this act, may send such child or children to a private trade school or private business school licensed by the Department of Education, or to a trade or business school, or department operated by a local school district or districts. Such modified program offered in a public school must meet the standards prescribed by the State Board of Education or the State Board for Vocational Education. Such child or children shall attend such school continuously through the entire term, during which the public schools in their respective districts shall be in session, or in cases of children of migrant laborers during the time the schools are in session in the districts in which such children are temporarily domiciled. The financial responsibility for the education of such children of migrant laborers shall remain with the school district in which such children of migrant laborers are temporarily domiciled; except in the case of special schools or classes conducted by an intermediate unit and approved by the Department of Education or conducted by the Department of Education. The certificate of any principal or teacher of a private school, or of any institution for the education of children, in which the subjects and activities prescribed by the standards of the State Board of Education are taught in the English language, setting forth that the work of said school is in compliance with the provisions of this act, shall be sufficient and satisfactory evidence thereof. Regular daily instruction in the English language, for the time herein required, by a properly qualified private tutor, shall be considered as complying with the provisions of this section. For the purposes of this section, "properly qualified private tutor" shall mean a

person who is certified by the Commonwealth of Pennsylvania to teach in the public schools of Pennsylvania; who is teaching one or more children who are members of a single family; who provides the majority of the instruction to such child or children; and who is receiving a fee or other consideration for such instructional services. No person who would be disqualified from school employment by the provisions of subsection (e) of section 111 may be a private tutor, as provided for in this section. The private tutor must file a copy of his Pennsylvania certification and the required criminal history record with the student's district of residence superintendent.

(b) A child enrolled in a day school which is operated by a bona fide church or other religious body, and the parent, guardian or other person having control or charge of any such child or children of compulsory school age shall be deemed to have met the requirements of this section if that school provides a minimum of one hundred eighty (180) days of instruction or nine hundred (900) hours of instruction per year at the elementary level, or nine hundred ninety (990) hours per year of instruction at the secondary level and:

(1) At the elementary school level, the following courses are 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.

(2) At the secondary school level, the following courses are offered: English, to include language, literature, speech and composition; science, to include biology and chemistry; geography; social studies, to include civics, economics, world history, history of the United States and Pennsylvania; a foreign language; mathematics, to include general mathematics and statistics, algebra and geometry; art; music; physical education; health and physiology; and safety education, including regular and continuous instruction in the dangers and prevention of fires.

The requirements contained in sections 1511 and 1605 of this act shall not apply to such schools. The notarized affidavit of the principal of any such school, filed with the Department of Education and setting forth that such subjects are offered in the English language in such school, whether it is a nonprofit organization, and that such school is otherwise in compliance with the provisions of this act, shall be satisfactory and sufficient evidence thereof. It is the policy of the Commonwealth to preserve the primary right and the obligation of the parent or parents, or person or persons in loco parentis to a child, to choose the education and training for such child. Nothing contained in this act shall empower the Commonwealth, any of its officers, agencies or subdivisions to approve the course content, faculty, staff or disciplinary requirements of any religious school referred to in this section without the consent of said school.

(c) A child enrolled in a day or boarding school accredited by an accrediting association which is approved by the State Board of Education, and the parent, guardian or other person having designated control or charge of any child or children of compulsory school age shall be deemed to have met the requirements of subsection (a).

(d) Instruction to children of compulsory school age provided in a home education program, as provided for in section 1327.1 of this act, shall be considered as complying with the provisions of this section, except that any student who has been identified pursuant to the provisions of the Education of the

Handicapped Act (Public Law 91-230, 20 U.S.C. § 1401 et seq.) as needing special education services, excluding those students identified as gifted and/or talented, shall be in compliance with the requirements of compulsory attendance by participating in a home education program, as defined in section 1327.1, when the program addresses the specific needs of the exceptional student and is approved by a teacher with a valid certificate from the Commonwealth to teach special education or a licensed clinical or certified school psychologist, and written notification of such approval is submitted with the notarized affidavit required under section 1327.1(b). The supervisor of a home education program may request that the school district or intermediate unit of residence provide services that address the specific needs of the exceptional student in the home education program. 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.

24 PS 13-1327.1 Home education program

(a) The following words and phrases when used in this section shall have the meanings given to them in this subsection:

"Appropriate education" shall mean a program consisting of instruction in the required subjects for the time required in this act and in which the student demonstrates sustained progress in the overall program.

"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.

"Home education program" shall mean a program conducted, in compliance with this section, by the parent or guardian or such person having legal custody of the child or children.

"Supervisor" shall mean the parent or guardian or such person having legal custody of the child or children who shall be responsible for the provision of instruction, provided that such person has a high school diploma or its equivalent.

(b) The requirements contained in sections 1511 and 1511.1, except as provided for in this section, and section 1605 shall not apply to home education programs. A home education program shall not be considered a nonpublic school under the provisions of this act.

(1) A notarized affidavit of the parent or guardian or other person having legal custody of the child or children, filed prior to the commencement of the home education program and annually thereafter on August 1 with the superintendent of the school, district of residence and which sets forth: the name of the supervisor of the home education program who shall be responsible for the provision of instruction; the name and age of each child who shall participate in the home education program; the address and telephone number of the home education program site; that such subjects as required by law are offered in the English language, including an outline of proposed education objectives by subject area; evidence that the child has been immunized in accordance with the provisions of section 1303(a) and has received the health and medical services required for students of the child's age or grade level in Article XIV; and that the home education program shall comply with the provisions of this section and that the notarized

affidavit shall be satisfactory evidence thereof. The required outline of proposed education objectives shall not be utilized by the superintendent in determining if the home education program is out of compliance with this section and section 1327. The affidavit shall contain a certification to be signed by the supervisor that the supervisor, all adults living in the home and persons having legal custody of a child or children in a home education program have not been convicted of the criminal offenses enumerated in subsection (e) of section 111 within five years immediately preceding the date of the affidavit.

(2) In the event the home education program site is relocating to another school district within this Commonwealth during the course of the public school term or prior to the opening of the public school term in the fall, the supervisor of the home education program must apply, by registered mail, thirty (30) days prior to the relocation, to the superintendent of the district in which he or she currently resides, requesting a letter of transfer for the home education program to the district to which the home education program is relocating. The current superintendent of residence must issue the letter of transfer thirty (30) days after receipt of the registered mail request of the home education program supervisor.

(i) If the home education program is not in compliance with the provisions of this section, the superintendent of the current district of residence must inform the home education supervisor and the superintendent of the district to which the home education program is relocating the status of the home education program and the reason for the denial of the letter of transfer.

(ii) If the home education program is in hearing procedures, as contained in this section, the superintendent of the current district of residence must inform the home education supervisor, the assigned hearing examiner and the superintendent of the district to which the home education program is relocating the status of the home education program and the reason for the denial of the letter of transfer.

(3) The letter of transfer, required by clause (2), must be filed by the supervisor of the home education program with the superintendent of the new district of residence. In the case of pending proceedings, the new district of residence superintendent shall continue the home education program until the appeal process is finalized.

(c) A child who is enrolled in a home education program and whose education is therefore under the direct supervision of his parent, guardian or other person having legal custody shall be deemed to have met the requirements of section 1327 if that home education program provides a minimum of one hundred eighty (180) days of instruction or nine hundred (900) hours of instruction per year at the elementary level, or nine hundred ninety (990) hours per year at the secondary level:

(1) At the elementary school 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.

(2) At the secondary school 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. Such courses of study may include, at the discretion of the supervisor of the home education program, economics; biology; chemistry; foreign languages; trigonometry; or other age-appropriate courses as contained in Chapter 5 (Curriculum Requirements) of the State Board of Education. '

(d) The following minimum courses in grades nine through twelve are established as a requirement for graduation in a home education program:

(1) Four years of English.

(2) Three years of mathematics.

(3) Three years of science.

(4) Three years of social studies

(5) Two years of arts and humanities.

(e) In order to demonstrate that appropriate education is occurring, the supervisor of the home education program shall provide and maintain on file the following documentation for each student enrolled in the home education program:

(1) A portfolio of records and materials. The portfolio shall consist of a log, made contemporaneously with the instruction, which 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 three, five and eight results of nationally normed standardized achievement tests in reading/language arts and mathematics or the results of Statewide tests administered in these grade levels. The department shall establish a list, with a minimum of five tests, of nationally normed standardized tests from which the supervisor of the home education program shall select a test to be administered if the supervisor does not choose the Statewide tests. At the discretion of the supervisor, the portfolio may include the results of nationally normed standardized achievement tests for other subject areas or grade levels. The supervisor shall ensure that the nationally normed standardized tests or the Statewide tests shall not be administered by the child's parent or guardian.

(i) A teacher or administrator who evaluates a portfolio at the elementary level (grades kindergarten through six) shall have at least two years of experience in grading any of the following subjects: English, to include spelling, reading and writing; arithmetic; science; geography; history of the United States and Pennsylvania; and civics.

(ii) A teacher or administrator who evaluates a portfolio at the secondary level (grades seven through twelve) shall have at least two years of experience in grading any of the following subjects: English, to include language, literature, speech, reading and composition; science, to include biology, chemistry and physics; geography; social studies, to include economics, civics, world history, history of the United States and Pennsylvania; foreign language; and mathematics, to include general mathematics, algebra, trigonometry, calculus and geometry.

(iii) As used in this clause, the term "grading" shall mean evaluation of classwork, homework, quizzes, classwork-based tests and prepared tests related to classwork subject matter.

(2) An annual written evaluation of the student's educational progress as determined by a licensed clinical or school psychologist or a teacher certified by the Commonwealth or by a nonpublic school teacher or administrator. Any such nonpublic teacher or administrator shall have at least two years of teaching experience in a Pennsylvania public or nonpublic school within the last ten years. Such nonpublic teacher or administrator shall have the required experience at the elementary level to evaluate elementary students or at the secondary level to evaluate secondary students. The certified teacher shall have experience at the elementary level to evaluate elementary students or at the secondary level to evaluate secondary students. The evaluation shall also be based on an interview of the child and a review of the portfolio required in clause (1) 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 district of residence superintendent. In no event shall the evaluator be the supervisor or their spouse.

(f) The school district of residence shall, at the request of the supervisor, lend to the home education program copies of the school district's planned courses, textbooks and other curriculum materials appropriate to the student's age and grade level.

(f.1) (1) Beginning January 1, 2006, the school district of residence shall permit a child who is enrolled in a home education program to participate in any activity that is subject to the provisions of section 511, including, but not limited to, clubs, musical ensembles, athletics and theatrical productions provided that the child:

(i) Meets the eligibility criteria or their equivalent for participation in the activity that apply to students enrolled in the school district;

(ii) Meets the tryout criteria or their equivalent for participation in the activity that apply to students enrolled in the school district; and

(iii) Complies with all policies, rules and regulations or their equivalent of the governing organization of the activity.

(2) For the purposes of this subsection, the school district of residence's program of interscholastic athletics, including varsity sports, shall be considered an activity and shall include all activities related to competitive sports contests, games, events or exhibitions involving individual students or teams of students whenever such activities occur between schools within the school district or between schools outside of the school district.

(3) Where the activity requires completion of a physical examination or medical test as a condition of participation and the school district of residence offers such physical examination or medical test to students enrolled in the school district, the school district shall permit a child who is enrolled in a home education program to access such physical examination or medical test. The school district shall publish the dates and times of such physical examination or medical test in a publication of general circulation in the school district and on its publicly accessible Internet website.

(4) A board of school directors may adopt a policy to implement the requirements of this subsection. Such policy shall only apply to participation in activities and shall not conflict with any provisions of this section.

(g) When documentation is required by this section to be submitted to the district of residence superintendent or the hearing examiner, the superintendent or the hearing examiner shall return, upon completion of his review, all such documentation to the supervisor of the home education program. The superintendent or hearing examiner may photocopy all or portions of the documentation for his files.

(h) Such documentation required by subsection (e)(1) and (2) shall be provided to the public school district of residence superintendent at the conclusion of each public school year. In addition, 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, he may, by certified mail, return receipt requested, require documentation pertaining to the portfolio of records and materials required by subsection (e)(1) to be submitted to the district within fifteen (15) days; and documentation pertaining to subsection (e)(2) to be submitted to the district within thirty (30) days. If the tests as required in subsection (e)(1) have not been administered at the time of the receipt of the certified letter by the supervisor, the supervisor shall submit the other required documentation and shall submit the test results with the documentation at the conclusion of the school year.

(i) If the superintendent of the public school district determines, based on the documentation provided, at the end of or during the school year, that appropriate education is not taking place for the child in the home education program, the superintendent shall send a letter by certified mail, return receipt requested, to the supervisor of the home education program stating that in his opinion appropriate education is not taking place for the child in the home education program and shall return all documentation, specifying what aspect or aspects of the documentation are inadequate.

(j) Upon receipt of the certified letter required by subsection (i), the supervisor of the home education program shall have twenty (20) days to submit additional documentation demonstrating that appropriate education is taking place for the child in the home education program. If documentation is not submitted within that time, the home education program for the child shall be out of compliance with the requirements of this section and section 1327, and the student shall be promptly enrolled in the public school district of residence or a nonpublic school or a licensed private academic school.

(k) If the superintendent determines that the additional documentation submitted still does not demonstrate that appropriate education is taking place in the home education program, he shall so notify the supervisor of the home education program by certified mail, return receipt requested, and the board of school directors 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 except that he 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 of the home education program or the superintendent to the Secretary of Education or Commonwealth Court.

(l) If the hearing examiner finds that the documentation does not indicate that appropriate education is taking place in the home education program, the home education program for the child shall be out of compliance with the requirements of this section and section 1327, and the student shall be promptly enrolled in the public school district of residence or a nonpublic school or a licensed private academic school.

(m) At such time as the child's home education program has been determined to be out of compliance with the provisions of this section and section 1327, the supervisor or spouse of the supervisor of the home education program shall not be eligible to supervise a home education program for that child, as provided for in subsection (b)(1) of this section, for a period of twelve (12) months from the date of such determination.

Authority

The provisions of this § 11.31a issued under section 2603-B of the Public School Code of 1949 (24 P. S. § 26-2603-B).

Source

The provisions of this § 11.31a adopted October 22, 2004, effective October 23, 2004, 34 Pa.B. 5798.

Bethel Park School District Policies relating to Home Education:

<http://www.bpsd.org/administration/board/Policies/137%20%20Home%20Education.pdf>

<http://www.bpsd.org/administration/board/Policies/137.1%20Extracurricular%20Participation%20by%20Home.pdf>

Appendix 2

Home Education Organizations

Home Education Organizations Serving PA Families are available on the Pennsylvania Department of Education's website.

National Organization:

Home School Legal Defense Association

<http://www.hslda.org>

Local Organization:

Family Instructors of South Hills

<http://www.familyinstructors.org/>

Bethel Park families pursuing home education programs:

Contact the Bethel Park School District Special Services Office for a referral (412-854-8410).

Appendix 3

Sample Affidavit

AFFIDAVIT OF THE SUPERVISOR OF A HOME EDUCATION PROGRAM

The compulsory education section of the Pennsylvania school code states:

It is the policy of the Commonwealth to preserve the primary right of the parent or parents, or person or persons in loco parentis to a child, to choose the education and training of such child.

Date: _____

School District of Residence: _____

I attest that I am a parent or guardian or other person having legal custody of the child or children listed below, that I am responsible for the provision of instruction in his/her/their home education program in which the following courses are offered in the English language for a minimum of one hundred eighty (180) days of instruction or a minimum of nine hundred (900) hours of instruction at the elementary school level or nine hundred ninety (990) hours of instruction at the secondary school level, and that the home education program is otherwise in compliance with the provisions of the Public School Code:

At the ELEMENTARY SCHOOL LEVEL, the following courses shall be taken: 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 SCHOOL LEVEL, the following courses shall be taken: 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. Other courses may be included at the discretion of the supervisor.

I also certify that I have a high school diploma or its equivalent and that all adults living in the home and persons having legal custody of a child or children in the home education program have not been convicted, within five years immediately preceding the date of the affidavit, of the criminal offenses enumerated in subsection (E) of section 111 of the school code. These offenses relate to criminal homicide, aggravated assault, kidnapping, unlawful restraint, rape, statutory rape, involuntary deviate sexual intercourse, indecent assault, indecent exposure, concealing a death of child born out of wedlock, endangering welfare of children, dealing in infant children, corruption of minors, and sexual abuse of children. They also include felony offenses relating to prostitution and related offenses, and felony offenses relating to obscene and other sexual materials.

Attached is:

1. An outline of proposed education objectives by subject area.
2. Evidence that each child has been immunized or has a religious or medical exemption from immunizations in accordance with the provisions of section 1303(A) of the school code, and has received the health and medical services required for students of the child's age or grade level or has a religious exemption from those health and medical services in accordance with the provisions of Article XIV of the school code.
3. Evidence of supervisor's graduation from High School or College or attainment of a General Equivalency Diploma (GED).
4. If a child in the home education program has been identified pursuant to the provisions of the education of the handicapped act as needing special education services, excluding those students identified as gifted or talented, then also attached is written notification of approval from a Pennsylvania-certified special education teacher, or a licensed clinical psychologist, or a certified school psychologist that this program addresses the specific needs of the student.

Name of Supervisor of Home Education Program _____

Address of Home Education Program Site _____

City _____ State _____ Zip _____ County _____

Phone Number of Home Education Program Site _____

Name and Age of Each Child who shall Participate in the Program:

Signature of Supervisor of Home Education Program _____

NOTARIZATION: File with Superintendent, School District of Residence, prior to the commencement of the Home Education Program, and annually thereafter on August 1st.

Appendix 4

Mandated School Health Services Chart from Pennsylvania Department of Education

<http://www.dsf.health.state.pa.us/health/lib/health/schoolhealth/MandatedSchoolHealthServices.pdf>

Appendix 5

Medical Exemptions

24 PS 1419 Objections to examination or treatment on religious grounds

This article shall not be construed to compel any person to submit to any medical or dental examination or treatment under the authority of this act when the person or the parent or guardian of the person, if a minor, objects to the examination or treatment on religious grounds or to permit any discrimination against any person on account of such objections: Provided, that exemption from medical or dental examination shall not be granted if the Secretary of Health finds that facts exist under which the exemption constitutes a present substantial menace to the health of other persons exposed to contact with the unexamined person.

§ 23.84. Exemption from immunization.

(a) Medical exemption. Children need not be immunized if a physician or the physician's designee provides a written statement that immunization may be detrimental to the health of the child. When the physician determines that immunization is no longer detrimental to the health of the child, the child shall be immunized according to this subchapter.

(b) Religious exemption. Children need not be immunized if the parent, guardian or emancipated child objects in writing to the immunization on religious grounds or on the basis of a strong moral or ethical conviction similar to a religious belief.

Appendix 6

Contact Information - Bethel Park School District

<http://www.bpsd.org/contact/>

Appendix 7

Special Education Organizations Support Home Education

- Special Needs Homeschoolers of Western PA, contact: specialneedsofwpa@yahoo.com
- National Challenged Homeschoolers Associated Network NATHHAN: <http://www.nathhan.com>; 208-267-6246
- Links to the Pennsylvania Training and Technical Assistance Network: <http://www.pattan.net/>

Appendix 8

Sample Eligibility Letter For Athletic Participation

A sample letter from a Supervisor indicating eligibility to participate in extracurricular activities when an academic standard is required (e.g. to be e-mailed weekly to the Athletic Director to indicate eligibility):

To whom it may concern:

[Student Name] is not academically deficient in any subject area.

[Supervisor Name]

Appendix 9

Nationally Normed Standardized Tests

Pursuant to subsection (e)(1), the Department has approved nationally normed standardized tests for home education use as of April 8, 2010. A current list is available on the Pennsylvania Department of Education website.

1. California Achievement Test
2. Comprehensive Testing Program (CTPIV)

3. Iowa Test of Basic Skills
4. Metropolitan Achievement Test
5. Peabody Achievement Individual Test – Revised Version
6. Stanford Achievement Test
7. Terra Nova
8. Woodcock Johnson Revised Tests of Achievement III

Appendix 10

Home Education Evaluator Qualifications

Per the Pennsylvania School Code, an evaluator must be one of the following:

licensed clinical psychologist;

school psychologist;

teacher certified by the Commonwealth - A teacher or administrator who evaluates a portfolio at the elementary level (grades K-6) shall have experience at the elementary level to evaluate elementary students and at least two years of experience in grading (evaluation of classwork, homework, quizzes, classwork-based tests and prepared tests related to classwork subject matter) any of the following subjects: English, to include spelling, reading and writing; arithmetic; science; geography; history of the United States and Pennsylvania; and civics; a teacher or administrator who evaluates a portfolio at the secondary level (grades 7-12) shall have experience at the secondary level to evaluate secondary students and at least two years of experience in grading any of the following subjects: English, to include language, literature, speech, reading and composition; science, to include biology, chemistry and physics; geography; social studies, to include economics, civics, world history, history of the United States and Pennsylvania; foreign language; and mathematics, to include general mathematics, algebra, trigonometry, calculus and geometry;

nonpublic school teacher, with at least two years of teaching experience in a Pennsylvania public or nonpublic school within the last ten years, with that experience at the elementary level to evaluate elementary students or at the secondary level to evaluate secondary students;

nonpublic school administrator, with at least two years of teaching experience in a Pennsylvania public or nonpublic school within the last ten years, with that experience at the elementary level to evaluate elementary students or at the secondary level to evaluate secondary students; or,

At the request of the Home Education Supervisor, **persons with other qualifications** may conduct the evaluation with the prior consent of the district of residence superintendent.

The evaluator may not be the Supervisor of the home education program or his or her spouse.

Appendix 11

Bethel Park High School Graduation Requirements

(included here as a reference for transitioning students)

After 2011:

English - 4 credits

Social Studies - 4 credits

Physical Education - 1 credit

Health - ½ credit

Math - 4 credits

Science - 4 credits

Fine & Practical Arts - 2 credits

Electives – 7 ½ credits

Total – 27 credits (6 ¼ credits per year)

Other graduation requirements are listed in the High School Course Selection Guide at:

http://www.bpsd.org/bphs/csg_09_10.pdf