

## Education Programs

### Home Schooling

#### I. Purpose

This policy recognizes and provides guidelines in accordance with state law for parents who wish to have their children receive education in a home school that is an alternative to an accredited public or private school.

#### II. General Statement of Policy

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

#### III. Conditions for Home Schooling

The Compulsory Instruction Law (Minn. Stat. §120A.22) requires the person in charge of a home school and the school district to provide instruction and meet the requirements of the law.

#### IV. Immunizations

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

#### V. Assessment of Performance

Each year, the performance of each child who is not enrolled in either a public school or an accredited nonpublic school must be assessed using a nationally norm-referenced standardized achievement test. If this test does not assess all the statutorily required subject areas, the parent(s) must assess the student's performance in those subject areas. If the results of the assessments indicate that the child's performance on the total battery score is at or below the 30<sup>th</sup> national percentile or one grade level below the performance level for children of the same age, the parent will obtain additional evaluation of the child's abilities and performance for the purpose of determining whether the child is in need of instructional support.

## VI. Textbooks, Instructional Material, Standard Tests

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

## VII. Pupil Support Services

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

## VIII. Extracurricular Activities

- A. Resident pupils who receive instruction in a home school (where five or fewer students receive instruction) may fully participate in extracurricular activities of the school district on the same basis as other public school students (Minn. Stat. §§123B.36, Subd. 1 and 123B.49, Subd. 4) following these regulations:
1. The home-schooled student must reside within the Edina Public Schools' attendance boundaries and participate in the activity at the school in the attendance area as determined by the school board.
  2. The home school is solely responsible for any costs or fees associated with all registration requirements and user fees. All official reimbursements will go to the district.
  3. The home-schooled students must comply with district rules and policies, as well as school practices.
  4. The school name will be listed as Edina High School, or the name of the Edina middle school the child would attend if not home schooled, on all official tournament publications.
  5. All home-schooled students must go through the same competitive process for participation as public school students.
  6. Transportation to and from activities will be provided by the home school.

## IX. Shared-Time Programs

- A. Students who reside within the Edina Public Schools' attendance boundaries, and who are registered with the district as home-schooled students and are in compliance with the Minnesota Compulsory Instruction Law, may apply for limited shared-time enrollment privileges in Edina Public Schools. Students who wish to participate in shared-time enrollment must register as a student with the school district prior to attending any K-12 shared-time classes and programs.
- B. Families applying for shared-time enrollment in Edina Public Schools will complete the shared-time program application and forward it to the student enrollment office for consideration. The timeliness of the district's decision will be dependent on the actual student enrollment in the requested shared time program (see Appendix II).
- C. The district may limit enrollment of shared-time students in classes based on the capacity of a program, class, grade level, school building, and individual learning needs of each student. The school board and administration retain sole discretion and control over scheduling of all classes and assignment of shared-time students to classes.
- D. To be approved for a specific course, a shared-time student must have completed all prerequisite course requirements and may be required to demonstrate appropriate skills and/or knowledge levels.
- E. When participating in a shared-time course, home-school students will be subject to all the same school and district policies, regulations, and rules which apply to public school students, including student rights and responsibilities, grading, and attendance and performance expectations.
- F. A high school student who is enrolled as a shared-time student does not qualify for an Edina Public Schools' high school diploma, participation in honor rolls, and, other recognition available to full-time Edina Public Schools' students.

## X. Optional Cooperative Arrangements

### A. Activities

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

Minnesota State High School League-sponsored activities occur when there are six or more students receiving instruction in the home school or the home school students are not residents of the school district.

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

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

#### B. Transportation Services

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

#### Legal References:

Minn. Stat. § 120A.22 (Compulsory Instruction)  
Minn. Stat. § 120A.24 (Reporting)  
Minn. Stat. § 120A.26 (Enforcement and Prosecution)  
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)  
Minn. Stat. § 123B.36 (Authorized Fees)  
Minn. Stat. § 123B.40 (Declaration of Policy))  
Minn. Stat. § 123B.41 (Definitions)

Minn. Stat. § 123B.42 (Textbooks; Individual Instruction or Cooperative Learning Material; Standard Tests)  
Minn. Stat. § 123B.43 (Use of Individualized Instructional Materials)  
Minn. Stat. § 123B.44 (Provision of Pupil Support Services)  
Minn. Stat. § 123B.45 (Payments for Contractual Obligations)  
Minn. Stat. § 123B.46 (Administrative Costs)  
Minn. Stat. § 123B.47 (Notice to Districts; Proration)  
Minn. Stat. § 123B.48 (Limit on District Obligations)  
Minn. Stat. § 123B.49 (Extracurricular Activities; Insurance)  
Minn. Stat. § 123B.86 (Equal Treatment)  
Minn. Stat. § 123B.92 (Transportation Aid Entitlement)  
Minn. Stat. § 124D.03 (Enrollment Options Program)  
Minn. Rules Ch. 3540 (Textbooks; Individualized Instruction Materials, Standardized Tests)

Cross References:

Policy 510 (Nonresident Enrollment)  
Policy 628 (Student Activities Program)

Policy  
adopted: 7/20/09  
revised: 12/15/15  
revised: 12/12/16  
revised: 6/12/17

INDEPENDENT SCHOOL DISTRICT 273  
Edina, Minnesota

Appendix I to Policy 611  
**Homeschooling Procedures**

I. Conditions for Home Schooling

- A. The superintendent or designee will report the number of resident students who are attending nonpublic schools, including home schools, to the Minnesota Department of Education.
- B. Minn. Stat. § 120A.22 defines home school instruction. Home schooling may not be provided by anyone operating in their capacity as an employee of the district. State guidelines relating to instructor qualifications, reporting requirements, enforcement and prosecution will be strictly followed.
- C. Home school Instructors must meet at least one of six of the following requirements stipulated by the statute:
  - 1. Hold a valid Minnesota teaching license in the field and for the grade level taught.
  - 2. Be directly supervised by a person holding a valid Minnesota teaching license.
  - 3. Successfully complete a teacher competency examination.
  - 4. Provide instruction in a school that is accredited by a state-recognized accrediting agency.
  - 5. Hold a baccalaureate degree.
  - 6. Be the parent of the child.

II. Reports to the Director of Equity and Enrollment

The person responsible for providing instruction to a child between the ages of 7 and 17 must submit the following information to the Director of Equity and Enrollment:

- A. By October 1 of each school year:
  - 1. The name, birth date, and address of each child receiving instruction.
  - 2. The name of each instructor and evidence of compliance with one of the statutory requirements
  - 3. An annual instructional calendar.
  - 4. Immunization statements as required by M.S. 121A.15, Subds. 1-9.
- B. For each child whose instructor meets none of the requirements for being a qualified instructor other than being the parent, a quarterly report card on the achievement of the child in each required subject area.

### III. Compliance

- A. The Director of Equity and Enrollment, or the director's designee, may make an annual on-site visit, at a mutually agreed upon time, to an unaccredited nonpublic school, home, or other institution where children are receiving instruction. The purpose of these visits will be limited to monitoring compliance with the requirements relating to curriculum, instructors, instruction time, and material. If there is evidence of a violation of requirements, the director or designee may make additional visits during the school year. In lieu of the visit, a parent who is providing instruction may present to the director documentation that required subjects are being taught. Documentation will include class schedules, copies of curriculum materials, and descriptions of assessment tools.
- B. In the event that statutory guidelines are not being followed, the director will notify the parent(s), in writing, of violations in the compulsory attendance requirements. The parent(s) must correct the violations within 15 days of receipt of written notification.

If the parent(s) fails to correct the violations, the director will request fact-finding and mediation services from the commissioner of education. If the violations are not corrected through the fact-finding and mediation process, the director will notify the county attorney. The director will notify the parent(s) by certified mail of the director's intent to notify the county attorney of the alleged violations.

- C. By October 15 of each school year, the director will make an annual report to the commissioner of education.

Established: 12/12/16
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Appendix II to Policy 611  
**Shared-Time Program Application**

Student's Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Home School Registered: \_\_\_Yes \_\_\_No \_\_\_

Resident Address: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

School Year: \_\_\_\_\_ Date of Submission: \_\_\_\_\_

Family Need/Rationale for Shared-Time Program(s):

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**Shared-Time Program(s) Request**

Preferred School: \_\_\_\_\_

<b>Subject(s)</b>



## Optional Cooperative Agreement Request

<b>Activity(s)</b>

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**District Administrative Approval:**

Approved                       Denied

Approved with the following modifications:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**District Administrative Decision-Makers:**

\_\_\_\_\_  
Director of Equity & Enrollment

\_\_\_\_\_  
Building Principal

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date