



Book	Policy Manual
Section	Section 100 - Programs
Title	Home Education Program
Code	137
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137 - HOME EDUCATION PROGRAM

I. Authority

The North Allegheny School District recognizes the legal rights of parent(s)/guardian(s) to educate their children in their own home. North Allegheny School District requires parent(s)/guardian(s) who elect this option for educating their children of compulsory school age to adhere to all of the legal requirements.

[SC 1327, 1327.1](#)
[Title 22, Sec. 11.31\(a\)](#)
[Pol. 000](#)

II. Definitions

- A. Appropriate education - a program consisting of instruction in the required subjects for the time required by law and in which the student demonstrates sustained progress in the overall program.

[SC 1327.1](#)

- B. Athletic eligibility - For the purpose of this policy, eligibility pertains to minimum academic standards and attendance. In order to be eligible, the Supervisor of the Home Education Program shall provide written documentation that the Home-educated student is achieving an academic level of success and is participating in the Home Education Program on an equal basis to that of a student attending the District, all of which shall be in accordance with established Policies and Administrative Guidelines on Athletic Eligibility.

[Pol. 137, 243](#)

- C. Cocurricular - Activities that are directly related to curricular areas and/or result in the awarding of evaluative grades and credits. Examples of cocurricular activities include but are not limited to such things as band, chorus, orchestra, etc.

- D. Curriculum - as defined in this policy shall include all courses of study approved and adopted by the Board of School Directors of the North Allegheny School District.

[Title 22, Sec. 11.31\(a\)](#)

- E. Extra-Curricular - Activities that are not tied to curricular areas and do not result in the awarding of grades and credits. Examples of extra-curricular activities include but are not limited to sports, clubs, plays, etc.

- F. Hearing Examiner - employees of federal, state, and local administrative agencies who act as judges to resolve conflicts and shall not be an officer, employee, or agent of the Department of Education, the School District, or intermediate unit of residence of the child in the home education program.
- G. Home Education Program - a program conducted in compliance with law by the parent(s)/guardian(s) or person having legal custody of a child. A home education program shall not be considered a nonpublic school under the provisions of law.
- H. Home Educated Students - resident students of the North Allegheny School District who have met the criteria for home education.

[SC 1327.1](#)

- I. Supervisor - parent(s)/guardian(s) or person having legal custody of a child who is responsible for providing instruction, and must have a high school diploma or its equivalent.

III. Guidelines

A. Notarized Affidavit

Prior to the commencement of the home education program, and annually thereafter on or before August 1, the parent(s)/guardian(s) of the child or other person having legal custody of the child or children shall file a notarized affidavit with the Superintendent or designee, which contains certification that the supervisor of the home education program and all adults living in the home and persons having legal custody of a child of children in the home education program have not been convicted of criminal offenses enumerated in School Code, in accordance with law. The affidavit shall set forth:

[SC 1327.1](#)

- i. Name of the supervisor of the home education program who will be responsible for the provision of instruction and holds appropriate certification through the Pennsylvania Department of Education.
- ii. Name and age of each child who shall participate in the home education program.
- iii. Address and telephone number of the home education program site.
- iv. Subjects required by law which are offered in the English language, including an outline of proposed education objectives by subject area.
- v. Evidence that the child has been immunized and received the health and medical series required for students of the child's age or grade level.

Pol. [203](#), [209](#)

B. Instructional Program

- i. The instructional program for home education shall include such courses as required by law.

[Title 22, Sec. 11.31](#)

- ii. A child who is enrolled in a home education program shall be deemed to have met the requirements if the program provides a minimum of one hundred eighty (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.
- iii. At the elementary level, the following courses shall be taught: English, to include spelling, reading, and writing; mathematics; science; geography; history of the United States and Pennsylvania; civics; safety education; health and physiology; physical education; music; and art.
- iv. At the secondary level, the following courses shall be taught: English, to include language, literature, speech, and composition; science; geography; social studies, to include civics, world history, history of the United States and Pennsylvania; mathematics, to include general

mathematics, algebra, and geometry; art; music; physical education; health; and safety education.

[SC 1327.1](#)

C. Loan of Instructional Materials

- i. At the request of the supervisor, the District shall lend to home education programs copies of the planned courses, textbooks, and curriculum materials appropriate to the student's age and grade level at no cost. Teacher lesson plans, tests, and other materials will not be provided. Teacher Editions will not be provided; however, the supervisor may contact the publisher directly and purchase the Teacher Edition.
- ii. Books and relevant materials will be loaned for a period of one school year. The District will request full reimbursement for any texts or materials not returned.

D. Student Portfolio and Evaluation

[SC 1327.1](#)

- i. For each student participating in a home education program, the supervisor shall:
 - a. Maintain a portfolio of records and materials in accordance with applicable law.
 - b. Provide an annual written evaluation of the student's educational progress in accordance with the provisions of applicable law.

[SC 1327.1, Pol. 217](#)

E. Graduation Requirements

- i. The following minimum courses in grades nine through twelve are established as a requirement for graduation in a home education program: four (4) years of English, three (3) years of mathematics, three (3) years of science, three (3) years of social studies, and two (2) years of arts and humanities.

[SC 1327.1](#)

- ii. Students who complete all of the graduation requirements of the home education program shall receive a high school diploma issued by the supervisor or an approved diploma-granting organization. The District is under no obligation to award a diploma or acknowledge completion of a student's education in a home education program.

F. Students with a Disability

- i. A home education program meets compulsory attendance requirements for a student with a disability only when the program addresses the specific needs of the student and is approved by a teacher with a valid Pennsylvania certificate to teach special education, a licensed clinical psychologist, or a certified school psychologist. Written notice of such approval must be submitted with the required affidavit.

[SC 1327.1](#)

- ii. The supervisor may request that the District or intermediate unit of residence provide services that address the specific needs of a student with a disability.

[SC 1327](#)

- iii. When the provision of services is agreed to by both the supervisor and the District or intermediate unit, all services shall be provided in the District schools.

[SC 1327](#)

G. Appropriate Education/Compliance Determination

- i. A home education evaluator shall certify that an appropriate education is occurring in the home education program. The supervisor shall submit the certification to the Superintendent or designee by June 30th of each year. If the supervisor fails to submit the certification, the Superintendent or designee shall send a letter to the supervisor notifying that the supervisor has ten (10) days to submit the certification.

[SC 1327.1](#)

- ii. If the Superintendent or designee has a reasonable belief that the home education program at any time during the school year is not appropriate or that education may not be occurring in the home education program, the Superintendent or designee may submit a letter to the supervisor requiring an evaluation be conducted and that an evaluator's certification stating that an appropriate education is occurring to be submitted to the District by the supervisor within thirty (30) days. The letter shall include the basis for the Superintendent's or designee's reasonable belief.

[SC 1327.1](#)

- iii. If the Superintendent has a reasonable belief that the home education program is out of compliance, the Superintendent shall submit a letter to the supervisor requiring a certification to be submitted within thirty (30) days indicating the program is in compliance. The letter shall include the basis for the Superintendent's reasonable belief.
- iv. As required by law, all letters shall be sent by certified mail, return receipt requested, and the time for submission of the requested documentation begins upon receipt of the letter.

[SC 1327.1](#)

H. Hearing and Appeal

- i. If the supervisor fails to submit a certification as required, the Board shall provide a hearing by a qualified and impartial hearing examiner within thirty (30) days.

[SC 1327.1](#)

- ii. If the hearing examiner finds that an appropriate education is not taking place in the home education program, the home education program will be determined out of compliance, and the student will be promptly enrolled in a District school, a nonpublic school, or a licensed private academic school.

[SC 1327.1](#)

- iii. If a home education program has been determined to be out of compliance, the supervisor or spouse of the supervisor of the home education program is prohibited by law from supervising a home education program for that child or children for a period of twelve (12) months from the date of such determination.
- iv. The supervisor or Superintendent may appeal the decision of the hearing examiner to the Secretary of Education, Commonwealth Court, or Court of Common Pleas. The home education program may continue during the appeals process.

[SC 1327.1](#)

I. Transfer

- i. If a home educated student is relocating to another Pennsylvania school district, the supervisor must request from the Superintendent or designee a letter of transfer for the home education program. The request must be made by registered mail thirty (30) days prior to relocation.

[SC 1327.1](#)

- ii. The Superintendent or designee shall issue the letter of transfer within thirty (30) days after receipt of the supervisor's registered mail request.

[SC 1327.1](#)

- iii. The supervisor shall file the letter of transfer with the Superintendent of the new district of residence.

[SC 1327.1](#)

- iv. If a home education program is out of compliance, the Superintendent or designee shall inform the home education supervisor and Superintendent of the new district of residence of this status and the reason for denial of the transfer letter.

[SC 1327.1](#)

- v. If a home education program is in hearing procedures, the Superintendent or designee shall inform the supervisor, hearing examiner, and the Superintendent of the new district of residence of this status and the reason for denial of the transfer letter.

[SC 1327.1](#)

- vi. If the Superintendent is informed of pending proceedings related to a home education program relocating from a previous district to this district, , the student shall continue the home education program until the appeal process is finalized.

[SC 1327.1](#)

J. Participation in Curricular Activities

- i. Students attending home education programs are eligible to enroll in district academic courses in accordance with law and Board policy, and may participate in academic courses equaling up to one-quarter (1/4) of the school day for full-time district students.
- ii. Upon request, individual buildings will make available to home schooled students and their parents information pertaining to curricular activities.
- iii. Home educated students will be permitted to participate in all curricular activities (e.g., courses of instruction) of North Allegheny School District providing that the parent(s)/guardian(s) (or student, when appropriate) request pre-approval for participation the semester before the course or class is to be offered. Also, the addition of this student must not significantly impact the financial obligation of the District (by adding another teacher or section). Home schooled students participating in North Allegheny courses must be dually enrolled in the Home Education Program and in the North Allegheny School District.
- iv. Pre-approval for home educated students to participate in curricular areas will be made by the appropriate Building Administrator.
- v. Appeals may be made to the appropriate Assistant Superintendent and his/her decision will be final.
- vi. Home educated students are expected to follow all District and school rules and regulations while attending classes.
- vii. In all situations, the student will be expected to fulfill the same course and attendance requirements as other students and will be graded accordingly. No audit of courses will be permitted.
- viii. When appropriate, grades will be recorded permanently as with other students. The district shall provide the student's home education program supervisor with a grade for each cocurricular activity and academic course completed by a student enrolled in a home education program in accordance with Board policy and administrative regulations. The home education program supervisor shall be responsible for maintaining the material in the student's portfolio of records.
- ix. A person who has been expelled from any public school shall not be eligible for placement within the District to the fullest extent permitted by law, nor shall he or she be eligible for participation in any District curricular, co-curricular, or extra-curricular program or interscholastic sports, notwithstanding his or her participation in a bona fide home education program.

- x. It is the parent(s) /guardian(s) responsibility to transport their child to and from curricular, co-curricular, and extra-curricular events unless specified otherwise in this policy.

K. Cocurricular Activities

- i. Home educated students will be permitted to participate in cocurricular activities of the North Allegheny School District provided that the parent(s)/guardian(s) (or student when appropriate) request pre-approval for participation the semester before the course or class is to be offered. Also, the addition of the students must not result in the hiring of additional sponsorship.
- ii. A home education student may participate in cocurricular activities and academic courses only at the school building the student would be assigned to if the student was enrolled in the district. Pre-approval for home educated students to participate in cocurricular areas will be made by the Building Administrator.
- iii. Prior to trying out or auditioning for a cocurricular activity or enrolling in an academic course, a home education student shall submit required documents and written verification of eligibility or completion of prerequisites to the building principal or designee. Verification may include, but not be limited to, attendance records, portfolio records documenting completion of curriculum or other documents demonstrating completion of eligibility criteria.
- iv. Appeals may be made to the appropriate Assistant Superintendent and his/her decision will be final.
- v. Home educated students will be permitted to participate in Pennsylvania Music Education Association (PMEA) music events, provided they meet the requirements of PMEA participation.
- vi. Home educated students are expected to follow all District and school rules and regulations while attending activities.
- vii. In all situations, the student will be expected to fulfill the same activity and attendance requirements as other students. Home education students must participate in the full class period for an academic course, unless an exception has been granted in accordance with Board policy and school rules. The student may receive a grade and credit (if appropriate).
- viii. As with other students, home education students' grades will be permanently recorded.
- ix. A person who has been expelled from any public school shall not be eligible for placement within the District to the fullest extent permitted by law, nor shall he or she be eligible for participation in any District curricular, cocurricular, or extra-curricular program or interscholastic sports, notwithstanding his or her participation in a bona fide home education program.
- x. It is the parent(s) /guardian(s) responsibility to transport their child to and from curricular, cocurricular, and extra-curricular events unless specified otherwise in this policy.
- xi. If a class for credit held during the school day by the School District is required for participation in activities that take place outside of the class, home education students shall not be eligible to participate in such activities.

[Pol. 137](#)

L. Extra-Curricular Activities

- i. Delegation of Responsibility.
 - 1. The Superintendent or designee shall post information regarding the availability of the district's extracurricular activities and interscholastic athletics programs, as well as a copy of this Board policy, on the district's publicly available website and provide participation information upon request by student enrolled in home education programs or their parents/guardians.
 - 2. The building principal or designee shall distribute eligibility criteria regarding student participation in extracurricular activities and interscholastic athletics, and information on the dates and times of physical examinations or medical tests provided to students by the district. Such information shall be distributed through the district's publicly available website.

3. The building principal or designee shall receive and review verification from the parent/guardian or home education program supervisor that a student has met and continues to meet the established eligibility criteria for an extracurricular activity or interscholastic athletic program.
- ii. Participation - students attending home education programs shall be given an equal opportunity to compete for positions and participate in District extracurricular activities and interscholastic athletic programs:

Pol. 243

- a. Home education students will be permitted to participate in any extra-curricular activities that carry athletic eligibility requirements per PIAA and/or WPIAL regulations if they have participated in a bona fide home education program for at least 12 months/one full term and/or two full semesters.
 - b. Home education students will be permitted to participate in District supported club sports. Participation in these clubs is dependent upon athletic eligibility as imposed by North Allegheny School District.
 - c. The building principal or designee shall ensure that home education students have access to information regarding the District's extracurricular activities and interscholastic athletic programs. A home education student may participate in extracurricular activities and interscholastic athletic programs only at the school building the student would be assigned to if the student was enrolled in the district.
 - d. A person who has been expelled from any public school shall not be eligible for placement within the District to the fullest extent permitted by law, nor shall he or she be eligible for participation in any District curricular, cocurricular, or extra-curricular program or interscholastic sports, notwithstanding his or her participation in a bona fide home education program.
- iii. Pre-approval - The parent(s)/guardian(s), or student when appropriate, must request pre-approval to participate one month before the commencement of the activity. Pre-approval for home education students participation in extra-curricular areas will be made by the Building Administrator in conjunction with the Sponsor.
- a. The addition of the student (due to the numbers) must not necessitate the hiring of an additional sponsor, director, coach, or the like.
 - b. The activity/interscholastic athletic programs must be offered at the school building the student would be assigned to if s/he was enrolled in the School District.
 - c. Appeals for extra-curricular sports may be made to the Athletic Director and appealed to the Assistant Superintendent whose decision shall be final. Appeals for all other extra-curricular activities may be made to the Principal and appealed to the Assistant Superintendent whose decision shall be final.
- iv. Eligibility - Prior to trying out or joining an activity, a home education student shall submit required documents and written verification of eligibility to the building principal or designee. To be considered in attendance in accordance with Board policy, the home education student must participate in a full, normally scheduled academic program, in accordance with the planned home education program and submitted documentation. The student must:
- a. Be a resident of the School District.
 - b. Meet the required eligibility criteria.

Pol. 122, 123, 243

- c. Maintain appropriate insurance coverage, consistent with the coverage requirements for District students.

Pol. 123, 243

- d. Comply with Board policies and school rules and administrative regulations regarding extracurricular activities, interscholastic athletics, and student conduct.

Pol. [122](#), [123](#), [218](#), [243](#)

- e. Comply with policies, rules and regulations, or their equivalent, of the activity's governing organization.

[SC 511](#)

[Pol. 243](#)

- f. Meet attendance and reporting requirements established for all participants of the activity or program.

Pol. [204](#), [243](#)

- g. Meet the requirements for physical examinations and physical fitness and any height and/or weight restrictions.

[SC 1327.1](#)

Pol. [123](#), [243](#)

- h. Comply with all requirements and directives of the District staff, coaches, activity advisors, and administrators involved with the extracurricular activity or interscholastic athletic program.

[Pol. 137](#)

v. Transportation

a.

- b. The Board shall not provide individual transportation for students enrolled in home education programs who participate in the district's extracurricular activities or interscholastic athletic programs. When the District provides transportation to and from an away competition, game, event or exhibition and requires District students to use District transportation, home education students shall be required to use the transportation provided by the District.

M. The Board approves participation in a career and technical education program by a student enrolled in a home education program who meets all the requirements stated in law and Board policy.

1. Students attending home education programs shall be eligible to apply for placement and participate in a career and technical education program at A.W. Beattie Career and Technical Center, in accordance with the Articles of Agreement and A.W. Beattie admission policy and procedures, on the same basis as other district-enrolled students.
2. Students must comply with applicable policies and school rules and administrative regulations of A.W. Beattie Career and Technical Center.
3. Students must meet attendance and reporting requirements established for all participants of the career and technical education program. Home education students must participate in the required courses for the program on the same basis as students enrolled in the district, unless an exception has been granted in accordance with applicable Board policy and school or program rules.

N. Entering or Reentering the District's Instructional Program

- i. Should a student desire to enter or return to the North Allegheny School District, the District reserves the right to administer competence based tests to determine the level at which the student will enter. This will help to ensure that the student has the necessary skills to successfully complete the District's curriculum and/or proper class/course placement.
- ii. An evaluating team consisting of teachers, counselors, the principal, and when necessary, the school psychologist, shall determine the student's instructional level and appropriate grade placement. Student placement will be made by the principal, based on the evaluation team's recommendation.
- iii. Upon entering or reentering a school in the North Allegheny School District following participation in a home education program, students will not receive grades for home education courses and such courses will not be included in class rank calculations at the secondary level. Official records and high school transcripts will indicate Home School

Education Program for the school years that students participated in a home education program.

- iv. The North Allegheny School District diploma is awarded to students who have enrolled in the District and successfully completed the required distribution and number of credits for graduation. Home education students who wish to receive a diploma from the North Allegheny School District must enroll in the District on a full-time basis for at least their 11th and 12th grade years, earn at least 50% of the required credits at the high school and demonstrate mastery of the PA Core Standards on the Keystone Exams in order to meet the North Allegheny School District graduation requirements.
- v. A person who has been expelled from any public school shall not be eligible for placement within the District to the fullest extent permitted by law, nor shall he or she be eligible for participation in any District curricular, cocurricular, or extra-curricular program or interscholastic sports, notwithstanding his or her participation in a bona fide home education program.

O. Miscellaneous

- i. Home education students participation in field trips is permitted if the request is received by the Building Administrator one month in advance of the trip, and that the addition of the student does not require additional resources or cost.

Replaces Policy:
3123