

**POLICY 8.14**

**4-D** I recommend the Board adopt the proposed revised Policy 8.14, entitled "Home Education Program."

[Contacts: Beth Gillespie, 434-7458; or May Gamble, 434-8929.]

**Adoption**

**CONSENT ITEM**

- This Policy was approved as a first reading for development on March 24, 2003.
- This revision updates the existing Policy to reflect current procedures and inform parents of the requirements of the District's home education program.
- The revision was requested by the District's Home Education Office.
- The proposed Policy revision was reviewed and approved by the District's instructional specialist for home education; the director of Charter Schools and Home Education; an associate superintendent; a principal; a guidance specialist in Student Services; a school guidance coordinator; and a director at PBCC. It was also reviewed by two home education parents, one of whom is the local director for a statewide home education support group.

1 POLICY 8.14

2 THE FLORIDA HOME EDUCATION PROGRAM

- 3 1. **Definitions.**-- As stated in Fla. Stat. § 1002.01(1), a "home education program" is  
4 defined as the sequentially progressive instruction of a student directed by his or  
5 her parent in order to satisfy the attendance requirements of Fla. Stat. §§ 1002.41,  
6 1003.01(4), and 1003.21(1). The District's home education program includes  
7 students age-appropriate for kindergarten through age 18. As used herein,  
8 "parent" means "either or both parents of a student, any guardian of a student, any  
9 person in a parental relationship to a student, or any person exercising supervisory  
10 authority over a student in place of the parent," as defined in Fla. Stat. §  
11 1000.21(5).
- 12 2. **District Responsibilities.**-- The Superintendent shall establish procedures  
13 District's Home Education Office is the Superintendent's designee to receive and  
14 review correspondence notification from parents who are operating directing home  
15 education programs, maintain a files of home education students' names, apply the  
16 access and privacy provisions of Fla. Stat. § 1002.22 to any student records or  
17 reports created, maintained, or used by the Home Education Office, and review  
18 and evaluate the results of annual educational evaluations of home education  
19 students in the District.
- 20 3. **Initiating a Home Education Program.**-- Pursuant to Fla. Stat. § 1002.41(1)(a), a  
21 parent residing in Palm Beach County who desires to direct a home education  
22 program for his/her school-age child shall submit a Notice of Intent by U.S. mail,  
23 fax, or hand delivery to the Home Education Office of the School District within 30  
24 days of establishing a home education program.
- 25 a. The Notice of Intent shall be in writing, signed and dated by the parent and  
26 shall include the full name, address, and birthdate of each child who will be  
27 registered with the Home Education Office.
- 28 b. If the child is already enrolled in a public or private school, the withdrawal  
29 process should be completed prior to initiating the home education program.
- 30 c. Parents directing home education programs should be familiar with, and are  
31 responsible for complying with, Fla. Stat. § 1002.41, "Home Education  
32 Programs."
- 33 4. **Portfolio Requirement.**-- As required by Fla. Stat. § 1002.41(1)(b), the parent  
34 directing a home education program shall maintain a portfolio of records and  
35 materials, consisting of a log of educational activities, ensuring that the log is made  
36 contemporaneously with instruction, designates by title any reading materials

37 used, and includes samples of any writings, worksheets, workbooks, or creative  
38 materials used or developed by the student.

39 a. The portfolio shall be preserved by the parent for two (2) years and shall be  
40 made available for inspection by the Home Education Office upon 15 days'  
41 written notice.

42 b. Students with a prior pattern of public school nonattendance may be subject to  
43 regular monthly portfolio reviews in accordance with Fla. Stat. § 1003.26(1)(f)  
44 until the home education review committee reaches consensus that the  
45 student's home education program is in compliance with Fla. Stat. §  
46 1002.41(1)(b).

47 i. If the parent fails to provide a portfolio to the committee, the Home  
48 Education Office, as the Superintendent's designee, shall terminate the  
49 home education program as required by Fla. Stat. § 1003.26(1)(f)2, and  
50 the parent shall be required to enroll the child within three (3) days in an  
51 attendance option that satisfies regular school attendance in: a public  
52 school; a parochial, religious, denominational, or other private school; or  
53 private tutoring program that meets the requirements of Fla. Stat. §  
54 1002.43.

55 ii. Pursuant to § 1003.26(1)(f)2, a parent whose home education program  
56 is terminated under this paragraph shall not be eligible to reenroll the  
57 child in a home education program for 180 calendar days.

58 5. **Annual Evaluation.--** As required by Fla. Stat. § 1002.41(c), the parent must  
59 provide for an annual evaluation demonstrating that the student's educational  
60 progress is commensurate with his/her ability.

61 a. The annual evaluation must be submitted by each anniversary date of the  
62 student's registration with the Home Education Office and must comply with  
63 the requirements of § 1002.41(c)1, 2, 3, 4, or 5. One acceptable method of  
64 satisfying § 1002.41(c)5 is providing an official transcript from an accredited  
65 correspondence/distance learning institution.

66 b. The Home Education Office, as the Superintendent's designee, shall review  
67 the results of the annual evaluation and notify the parents of home education  
68 students regarding their probationary status if the students' progress is not at a  
69 level commensurate with their abilities. The ~~Superintendent~~ Home Education  
70 Office shall review and re-evaluate probationary students' evaluations at the  
71 end of one year to determine if remediation has been achieved. Removal of  
72 probationary status and continuation of a home education program are

73 contingent upon the student's demonstrating educational progress  
74 commensurate with his/her ability at the end of the probationary period.

75 6. **Eligibility for Public Participation.**-- Registered home education students are  
76 eligible to participate in certain public education programs as follows:

77 a. An individual home education student shall be eligible to participate in: the  
78 interscholastic extracurricular activities at a public school assigned by the  
79 District, provided the conditions of Section 232.425(3)(e) Fla. Stat. §  
80 1006.15(3)(c), Florida Statutes, are met; the Bright Futures Scholarship  
81 Program in accordance with §§ 1009.53-1009.539; and dual enrollment  
82 programs in accordance with §§ 1007.27(4) and 1007.271(10). Home  
83 education students are eligible for: admission to community colleges in  
84 accordance with § 1007.263 and admission to state universities in accordance  
85 with § 1007.261.

86 b. Home education students may receive testing and evaluation services at  
87 diagnostic and resource centers in accordance with § 1006.03. Home  
88 education students may access some instruction at their zoned public school if  
89 the class is available and related to an interscholastic extracurricular activity in  
90 which the home education student participates at the zoned school and/or if  
91 the class is related to the student's Individual Education Plan (IEP) for  
92 exceptional student education.

93 7. **Instructional Materials.**-- The parent of a home education student shall be  
94 responsible for obtaining and paying for instructional materials; the District does not  
95 provide books, curricula, or materials for home education students. However, book  
96 series no longer in use in the District may be available, from the District's textbook  
97 depository, for lending or free disposition to the public pursuant to Fla. Stat. §  
98 1006.41.

99 8. **Support Groups; Neutrality.**-- Solely for the convenience of parents directing  
100 home education programs, the Home Education Office is authorized to provide a  
101 list of home education support groups, which may be able to provide assistance  
102 with curriculum, instruction, annual evaluations, and other educational matters of  
103 interest to those directing a home education program. However, provision of such  
104 list shall not imply any direct or indirect endorsement or sponsorship of any group  
105 on the list, and the District shall not be responsible for any act or omission of any  
106 such independent support group.

107 9. **Termination of the Home Education Program.**-- If the student's home education  
108 program is discontinued, a written notice of termination shall be filed by the parent

109 with the Home Education Office, as the designee of the Superintendent, within 30  
110 days after such termination, as required by Fla. Stat. § 1002.41(1)(a).

111 **10. Enrollment in Public School.--** If a home education student enrolls full-time in a  
112 public school within the District, grade placement and transferable credits shall be  
113 determined by the school administrator(s) in accordance with School Board policies  
114 such as 8.022, 8.20, and the Student Progression Plan. The student's home  
115 education curriculum, portfolio, and evaluations may be reviewed at the school  
116 prior to placement or credit decisions.

117 **11. Diploma.--** The District is not authorized to provide a regular high school diploma  
118 to home education students. However, such students may take the General  
119 Education Development (GED) test at an adult education center and be awarded a  
120 GED diploma by the State of Florida if the student achieves a passing score.  
121 Alternatively, the student may be eligible to receive a diploma from an accredited  
122 correspondence or distance learning program if the student has completed the high  
123 school course of study required by such institution. Parents may access a list of  
124 regionally accredited institutions, without any implication of the endorsement by the  
125 District, from the Home Education Office.

126 STATUTORY AUTHORITY: §§ 1002.41(2), (3); 1002.41; Sections 228.041(1),  
127 228.041(34), Florida Statutes Fla. Stat.

128 LAWS IMPLEMENTED: §§ Sections 228.041(1), 1002.01(1); 1002.41; Section  
129 232.02(4) 1003.01, Section 232.425 1006.15, Florida Statutes  
130 Fla. Stat.

131 HISTORY: 5/7/86; 5/7/97; \_\_\_/\_\_\_/03

Legal Signoff:

The Legal Department has reviewed proposed Policy 8.14 and finds it legally sufficient for development by the Board.

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Attorney

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Date