

HOME SCHOOLING - PARTICIPATION IN SCHOOL PROGRAMS

I. GENERAL

The Kittery School Committee acknowledges the provisions for equivalent instruction under Maine law. It is the Committee's intent to cooperate in the home instruction of any child who resides in the school district to the degree that the level of cooperation does not interfere with the responsibilities to the students enrolled in the Kittery School systems' regular programs. The Kittery School Committee has established this policy to be followed by the school administration in determining the degree of availability of school system resources and services to be allowed in support of an equivalent instruction program.

II. PROVISION OF INFORMATION

At the request of the student or the student's parent/guardian, this school system shall make available to home-schooled students, information regarding access to school activities. This information must include:

Requirements regarding initial health and developmental screening for motor skills, vision, hearing, immunization; and

Criteria for participation of home-schooled students in curricular, co-curricular, and extra-curricular activities

III. PARTICIPATION IN REGULAR CLASSES

Home-schooled students may enroll in specific classes provided the following:

Attendance is regular and behavior is in compliance with classroom rules and norms. Failure to comply may result in withholding of credit or termination of the student's participation

The student completes all assignments and tests as are required of other students in the class

The class is deemed to be age/grade appropriate

Prerequisite course requirements are met

Transportation, other than regularly scheduled school bus is provided by the parent/guardian

Credit is granted only after the successful completion of the course

Enrollment will be by the full semester only

IV. SPECIAL EDUCATION SERVICES

Students will be considered eligible for special education services provided the following:

The Kittery School Department Pupil Evaluation Team has determined that special education service is necessary

An Individual Education Plan (IEP) has been developed for the student that clearly identifies the services needed, the frequency of the service, and the service provider(s)

The parent has signed the consent for services form

The parent agrees to transport the student to/from the school to receive the service

V. PARTICIPATION IN CO-CURRICULAR ACTIVITIES

Students may participate in co-curricular activities such as field trips, assemblies, science, social studies, or math fairs or other academically related activities provided the following:

Prior written permission has been given by the parent

Prior written permission has been given by the principal

The student has agreed to abide by the same code of conduct and observe the same attendance requirements as the regularly enrolled students participating in the activity

The principal may assess a fair and equitable cost on a pro-rated basis commensurate with the cost assessed other students.

VI. PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES

Students may participate in extra-curricular activities in the Kittery Schools provided the following:

Students must meet the same academic, physical examination, age, and eligibility requirements and standards as regularly enrolled students (documentation of such must be provided when requested by the principal).

Transfer students from equivalent instruction programs must meet the same eligibility requirements as regularly enrolled transfer students

Students must maintain the same code of behavior as is required of other regularly enrolled school participants

Students must travel to and from team events with the team

The student may not be enrolled in another school

VII. USE OF FACILITIES AND EQUIPMENT

Students may use school facilities and equipment on the same basis as regularly enrolled students provided:

The use does not disrupt regular student, staff or special program use

The use had been approved by the building principal prior to use

The use will not create additional expense to the School Department

The use is directly related to the home instruction educational program

The use does not include removing furniture or equipment from the school premises

The use of potentially hazardous areas such as shops, laboratories and gymnasiums, is supervised by a qualified employee of the school unit, approved, and assigned by the Superintendent or his/her designated representative.

VIII. USE OF SCHOOL TEXT AND LIBRARY BOOKS

Students may be permitted to use school texts and library books provided:

The text is appropriate to the students age and grade chronology

The text is signed out to the student for a period of not longer than one year

Library books are signed out according to library loan policy

The student and parent agree to pay the School Department for all lost, damaged and/or non-returned texts and/or library books

IX. MAINE EDUCATIONAL ASSESSMENT

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If a parent of a student in an equivalent instruction program requests to have the student participate in the Maine Educational Assessment (MEA), such request must be granted. Participation in such examinations must be in compliance with all rules and procedures governing testing conditions in the Kittery School system.

X. ACADEMIC CREDIT

A student receiving home-school instruction will receive credit subject to the following:

Attending and satisfactorily completing course offered through the Kittery School system

Presenting for evaluation a detailed portfolio of all home-schooling work completed for which credit is being requested

This portfolio should consist of curriculum guides, all student work, evaluative criteria, goals and objectives, documentation of related activities, experiences, trips, projects etc., and an assessment of the success of the program. Although portfolios may vary from course to course, it is meant to be a detailed compilation of a students work.

This portfolio will be reviewed by a committee consisting of the guidance counselor, a teacher assigned by the principal, principal, and a representative of a home-schooling program. This committee will determine if credit should be granted. The committee may direct that the student undergo a test or tests to assist in making a determination relative to the awarding of credit, particularly in those cases where the portfolio is deemed insufficient or incomplete.

If the decision is not satisfactory to the parent/student, the normal appeal process is to the Superintendent of Schools, the School Committee, and the Commissioner of Education.

XI. HIGH SCHOOL CREDITS AND DIPLOMA ELIGIBILITY

High school students who have been home-schooled are eligible to receive a diploma and participate in graduation exercise provided they meet specific residency requirements and course completion criteria. These criteria are stipulated in Kittery School Committee Policy IKF.

Adopted: July 5, 1994

Revised: March 4, 1997