

## **IHBG**

### **HOME SCHOOLING**

The Massachusetts General Laws require the School Committee to determine that a Home Education program meets with the minimum standards established for public schools in the Commonwealth prior to approving such a program. When a parent or guardian of a student below the age of sixteen (16) wants to establish a home-based educational program for his/her child, the following procedures shall be followed in accordance with the law:

#### **Prior to removing the child from public school:**

Parents or Guardians planning to undertake a home education program for their children must inform the Milton Public Schools by submitting a homeschool plan in writing prior to commencing a home education program. Home education plans will be approved annually.

1. The parent/guardian must submit written notification of establishment of the home-based program to the appropriate administrator 14 days before the program is established and and resubmit notification on an annual basis as long as the child or children are being educated in a home-based environment. Milton requests that the home education plans be submitted prior to **August 1<sup>st</sup>** of each school year.
2. The parent/guardian must certify in writing, on a form provided by the district, the name, age place of residence, and number of hours of attendance of each child in the program.

The parent/guardian must provide the following information as part of the home education plan.

1. The proposed curriculum and the number of hours of instruction in each of the proposed subjects;
2. The competency of the parents to teach the children;
3. The textbooks, workbooks and other instructional aids to be used by the children and the lesson plans and teaching manuals to be used by the parents/guardians; and
4. Periodic standardized testing of the children or other evidence of progress to ensure educational progress and the attainment of minimum standards.

Home educated students do not participate in state testing programs such as MCAS and are not eligible to receive a Milton Public School Diploma.

Milton Public Schools is not responsible to supply textbooks or instructional materials to home schooling students.

A student being educated in a home-based program within the Milton Public Schools may have access to public school activities of an extra-curricular nature, only upon prior approval of the Superintendent or designee.

Home-schooled students may not participate in specific classes or courses offered during the school day that are not open to the public and that are intended for enrolled Milton Public School students only.

The home-schooled student who accesses Milton Public School athletics or extra-curricular activities after receiving approval from the Superintendent is subject to the following provisions that are consistent with MIAA guidelines:

- Signed Milton Public School handbook release form must be on file with the home school plan, acknowledging compliance with all Milton Public Schools' rules and policies including MIAA guidelines
- A home-schooled student who is determined to be eligible for High School athletics shall submit quarterly progress reports for review by the High School Principal on or before the dates established by the high school for report card distribution. Progress reports shall be submitted in a format that indicates clearly whether the home-schooled student has passed or failed each course identified under the approved home-school plan
- The home-schooled student is subject to all Milton High School eligibility standards as outlined in the student handbook and MIAA guidelines

LEGAL REFS: M.G.L. 69:1D; 76:1

CROSS REF: LBC

Original Adoption: April 4, 2006

Reapproved: February 27, 2019

Revised and Reapproved: March 27, 2019

**APPLICATION FOR HOME INSTRUCTION**  
**Notice of Intent to Pursue a Program of Home Education**  
**Academic Year \_\_\_\_\_**

Directions:

- Please read the School Committee policy on Home Education.
- Complete this form; attach any supportive documents; and forward it to the Superintendent of schools at least fourteen (14) days prior to the planned start of a home education program. Milton requests that the home education plans be submitted prior to **August 1<sup>st</sup>** of each school year. **This form must be submitted and approved by the Superintendent prior to removal of the student from school.**

1. Parents name(s) and address: \_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_

2. Name(s) of student(s) who will be taught at above designated home and current comparable public school grade level(s):

Name _____	Grade _____	DOB _____
Name _____	Grade _____	DOB _____

3. Teachers: Attach a statement describing the academic background, life experience and/or qualifications of those who will be instructing the child(ren), as they relate to the home instructional program.

4. Subjects to be taught: Attach a description of each subject to be taught including the curriculum, scope, major goals and objectives for the child, the major materials and methods to be used in each area.

5. Scheduling of instruction: Attach a description of the schedule you plan for instruction during the period for which approval is requested. Include the number of hours and days planned for each subject taught. Please note: Massachusetts State Law requires a minimum of 900 hours for elementary and 990 for secondary per year of instructional time.

6. Materials and Methods: Attach a listing and description of the texts, workbooks, instructional aides and/or other materials used and methods and programs to be used. A sample of these materials would be extremely helpful (but not required) and will be returned to you. Milton Public Schools is not responsible to supply textbooks or instructional materials to home schooling students.

7. Evaluation: Check the method of assessment to be used, followed by a brief description. Only one form of assessment can be “required”, but we are interested in your child’s learning and this information would give us a better understanding of his/her progress.

- ☐ Daily logs, journals, progress reports, portfolios or dated work samples
- ☐ An independent report made by an individual acceptable to the Superintendent (or designee) and parent(s)/guardian(s)
- ☐ Standardized test results (testing to be paid for by parent(s)/guardian(s))

8. Response by Superintendent of Schools: Ordinarily, you will receive a response to your proposal plan within fourteen (14) days from receipt of your application.

9. Meeting: As parents, you have the right to a meeting before the Superintendent of Schools or the Superintendent’s Designee, if you wish, to allow you an opportunity to explain your plan further and answer questions about it. If you wish to take this option, please so state your wish below by providing two possible times when this would be convenient for you.

Yes, a meeting is requested. The following two possible dates and times are suggested by parents/guardians:

_____	_____
Date	Time
_____	_____
Date	Time

\_\_\_\_\_  
Date of Application

\_\_\_\_\_  
Signature of Person Completing Application

REC'D: NESDEC