

## Policy — 3113

### Students

#### Home Schooling/Non-Accredited Programs

The Board of Trustees recognizes the various educational programs available to students in nontraditional school settings. It further supports the rights of parents to make fundamental choices about the most appropriate educational programs for their children. That choice may include home schooling or schooling in other non-accredited programs.

The school district has no legal responsibility to accommodate students who are home schooled or schooled in non-accredited programs and will not direct resources to assist them except in the following circumstances:

- 1) Home schooling parents are encouraged to confer with building administrators and teachers about curriculum, progress, measurement and concerns that affect the educational programs of their children. Staff is directed to provide such professional assistance as is available without direct cost to the district and/or disruption of their regular duties.
- 2) Home schooled resident pupils may enroll in regular district programs and classes if there is space available in those classes. Should enrollments from regularly enrolled students cause class size to exceed the maximum number set by the District, any home schooled students in that class may be removed.

Home schooled students or students involved in non-accredited programs who want to enter or re-enter the District's schools will be placed at the grade level where their academic, social and physical progress is comparable to that of regularly enrolled public school students. That placement will be determined by testing, individually and/or using standardized instruments, and by an interview with the principal and counselor or psychologist. Placement of the child at a level where success can be anticipated is the sole criterion to be addressed.

Home schooled students or those involved in non-accredited programs who wish to earn a diploma from the McCall-Donnelly High School must meet the graduation requirements as established by the Board of Trustees. To that end, high school aged, home schooled students or those involved in non-accredited programs may use the following guidelines and procedure to earn high school credits toward a McCall-Donnelly High School diploma.

#### I. Credit Guidelines

- A. Eight credits maximum for a non-accredited home school or private school may be applied towards a McCall-Donnelly High School diploma. No more than four credits may be applied in any one area. One credit is equivalent to one semester of the selected course.

B. These credits will be accepted only for those courses taught at the ninth or tenth grade levels.

C. The credit will be recorded as a “pass” on the student’s transcript and will be transferable to other accredited institutions. Course description on the transcript will indicate home school.

## II. Criteria for Credit

A. Students seeking credit for non-accredited course work will be asked to provide specific information. This information shall include:

1. Copy of course curriculum and syllabus. Student may also be asked to provide text/texts if available.
2. Documentation of total number of hours spent on the course work.
3. Portfolio of student work which will include samples of student’s daily work, samples of student’s best work, tests, and other samples of student performance that indicate the student’s abilities in the course work.
4. Parent/Instructor’s written evaluation of student’s performance/achievement in the course for which he/she is seeking credit.
5. Student written self-evaluation of his/her performance and achievement in the class for which he/she is seeking credit.

B. In addition, the student and parent shall attend an interview/evaluation with a credit evaluation committee. The committee shall be composed of the principal or his designee, the McCall-Donnelly High School department head of the course area, and the McCall-Donnelly High School instructor of the course.

During the course of this interview, the student may be asked specific information about the course work and be asked to perform basic tasks associated with the course work. The parent may also be asked questions concerning the course work.

C. After reviewing all the material presented by the student and parent, and after the interview, the committee shall decide to grant or deny credit.

## III. Procedure

A. A student seeking credit for non-accredited course work will be required to meet with the High School Counselor who will advise the student of the credit policy.

B. The Counseling Center will provide the student with an “Application for Credit Packet” which will contain the following:

1. Copy of the credit policy,
2. Application Form,

3. Explanation of Items 1-5, Part A Criteria for Credit,
4. Specific information on materials for a portfolio.

C. The student must schedule a time for his/her written self-evaluation. This will be done through the Counseling Center.

D. The student will complete the written self-evaluation. At this time, the student will also submit Items 1-4 of Part A Criteria for Credit.

E. Materials from Items 1-5 Part A Criteria for Credit will be shared with committee members prior to the interview with the parent and student.

F. The Principal designee will schedule the interview with the parent and the student.

G. The Evaluation Committee will conduct its interview with the student and parent.

H. Notification of credit/non-credit will be given in written form within five calendar days of the interview. If the credit is denied, a written explanation will be provided to the student/parent.

I. If a credit is denied, the parent/student may appeal to the Board of Trustees within ten calendar days. The appeal must be made in writing to the District Superintendent. If a valid appeal is not filed, the decision stands.

#### IV. Timeline

A. The request for credit and the application for credit procedure must be completed prior to end of the first semester of the student's junior year.

B. The Application for Credit Packet must be completed within two weeks of the student's enrollment at McCall-Donnelly High School or within two weeks of receiving the application packet. A time extension for completion may be requested of the Principal.

Adoption:	First Reading:	June 2012	
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