

Midd-West School District Home School Information Booklet



This booklet is intended to provide basic information about starting a home education program through the Midd-West School District. It is our hope that the information included here will help you as you educate your child(ren). If you have any questions about the content please do not hesitate to call our office.

Please note that home education programs are governed by 24 P.S. §13-1327.1 and §1327(d). Review these provisions of the law to address additional questions that arise.

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In 1988, the Pennsylvania General Assembly passed Act 169.

This law amended the Pennsylvania School Code to allow parents or guardians to homeschool their children as an option to compulsory school attendance. This law specifies the requirements and responsibilities of the parents and the school district where the family lives. The laws related to home school were updated in both 2005 and 2014.

The Pennsylvania Department of Education (PDE) website tried to provide information and laws that govern school districts and parents seeking a home education program. This information is available on-line at [http://www.education.pa.gov/K-12/Home Education and Private Tutoring/Pages](http://www.education.pa.gov/K-12/Home%20Education%20and%20Private%20Tutoring/Pages) or can be made available by hard copy on request.

Starting a Home Education Program

- 1) Review all educational options available for students of your child's age and grade, including public school, private school, charter school, cyber charter school, private tutoring and home education. The PDE website gives detailed information and Frequently Asked Questions (and answers) on home education.
- 2) If you have chosen home education as the best option for your child, and you have a high school diploma, you may become the "supervisor" of the home education program. Prepare the proper affidavit for your child; You may get an affidavit from your school district office, or use the form on the website listed above under Documents. Fill out the affidavit and have it notarized. Midd-West School District does have notary services available free of charge by appointment.
- 3) Determine the curriculum you wish to use. Curriculum may include books and other materials from the public school, private schools, publishers, other homeschoolers, as well as on-line and home-made materials. Choose the subjects you plan to teach and develop an outline of proposed education objectives by subject area and attach it to the affidavit.

School districts are required to loan homeschool supervisors planned courses, textbooks and other curriculum materials appropriate to the student's age and grade level upon request.

- 4) Go to the child's doctor and get a copy of his or her immunization record or a note signed by the doctor showing that the child has received the proper immunizations for his or her age and grade. Also get a copy of the medical services record or a note signed by the doctor confirming that the child has received the proper services (medical exam, growth screen, vision screen, etc.) for his or her age and grade per 24 P.S. §14-1402 (http://www.pde.state.pa.us/home_education/cwp/view.asp?a=148&Q=56276#HS). Attach the records or notes from the doctor to the affidavit.
- 5) Take the affidavit, education objectives, and medical records or doctor's notes to the Superintendent's office in the school district where you live. The Superintendent's Office or Administrative Building for the Midd-West School District is located at 568 East Main Street,

Middleburg, PA 17842. You may also mail all documentation to the same address C/O Joe Stroup, Director of Curriculum and Instruction.

- 6) Approval from the school district is not necessary to begin your home education program if the affidavit and proper attachments have been submitted to the Superintendent's office.

During the School Year:

- 1) Find an evaluator. An evaluator may not be the supervisor or spouse of the supervisor. This is often best accomplished well in advance of the end of the year. The evaluator may provide helpful tips that will allow the evaluation process to go more smoothly for both parties. A list of qualifications for evaluators can be found on the PDE website. The Midd-West School District may be able to provide names of individuals who serve as evaluators within or near the school district.
- 2) Keep a log of the number of days you teach, subjects taught, and the number of hours. Home education programs are required to have 180 days of instruction and/or 900 hours of instruction for elementary students and/or 990 hours for secondary students.
- 3) Keep a portfolio of work samples your child produces such as reports, poems, math problems, artwork, films, etc., including both hand-written and typed materials, as well as materials in other media. The evaluator will use this as evidence as to whether an appropriate education has taken place. As of 2014, school districts are no longer required to collect and review the portfolio. This task has fallen to the Evaluator in the revised regulations.
- 4) If your child is in (or progressing through as part of a two grade transition) grades 3, 5, or 8, arrange for your child to take a standardized achievement test. Your child may participate in the PSSA Test given in school at those grade levels or one of the nationally normed standardized tests approved on the PDE website. You or your spouse may not give the test. An evaluator will be an excellent resource in helping you to make such achievement testing decisions.

End of the School Year

- 1) Meet with your evaluator. This person will review your log, portfolio and test results and will also interview the student. He or she will write an evaluation of the student's educational process and shall certify whether an appropriate education is occurring in the home education program and give this report to you.
- 2) Submit your evaluator's report to the Superintendent's office by June 30th.

Frequently Asked Questions

When do I need to file an affidavit?

You must file an affidavit for each child you will be homeschooling when he or she is between the ages of 8 to 17. (24 P. S. 13-1326 - compulsory school age). You must file an affidavit when you begin the home education program and annually thereafter by August 1. If your child turns eight before or during the first two weeks of the annual school term, or within the first two weeks of the second semester, if the school district in which you reside promotes students semi-annually, the affidavit needs to be filed by the child's birth date. If the child turns 8 during the school term, the affidavit should be filed prior to the beginning of the next school year. (24 P.S. 13-1304 -admission of beginners). If the child has attended any school in grade 1 or above, you must file an affidavit whenever you begin homeschooling, regardless of the child's age. (24 P.S. 24 13-1326)

May I begin homeschooling anytime during the school year?

Yes. The law allows a supervisor to file an affidavit at any time during the school year and annually thereafter by August 1 as long as the home education program continues.

Do I have to file a portfolio the year my child turns age 17?

Home education is a way of fulfilling the requirements for compulsory attendance, and students must attend school until the day of their 17th birthday. Therefore, the supervisor of the home education program must provide a portfolio and evaluator's report for at least the period of time the student is age 16 up to and including the day before the student's seventeenth birthday to ensure that there is no question as to whether the student has fulfilled compulsory education requirements.

Where can I get an affidavit form?

Affidavit forms may be found attached to the PDE Basic Education Circular (BEC 24 P.S 13-1327.1). Also, your school district may have a form, or you may create your own affidavit, following the requirements in the home education law. (24 P.S.13-1327.1(b1)). In the case of students identified as needing special education under the federal Individuals with Disabilities Education Improvement Act (IDEIA), you will also need to refer to 24 P.S. 13-1327(d) which lists an additional requirement for the affidavit.

What should I attach to the affidavit?

Attachments to the affidavit must include an outline of the proposed educational objectives arranged by subject matter, evidence that the child has been immunized in accordance with the provisions of law and evidence that the child has received the health and medical services required for students of the child's age or grade level (Article 14 of the Pennsylvania School Code). Evidence of receipt of health and medical services consists of records or official results of services or written confirmation, from

the child's doctor, that the child has received all of the health and medical services required for a child of his or her age. Evidence of immunizations consists of written artifacts from your healthcare provider.