

Memo: gb #8-301 Update on Homeschooling
Date: October 24, 2018

Homeschooling Data as of October 24, 2018:

150 students are currently approved for homeschooling.

8 returning students for school year 18-19 have their approval pending awaiting evidence of progress.

These 8 students, representing 5 families, are represented by Attorney Donnelly.

Educational Plan Homeschooling approval process:

Applicants:

Ages 6 to 16 are expected to apply because school is compulsory in Massachusetts.

Kindergarten/children under age 7 need not apply.

Students age 16 and older need not apply.

Applications are processed as received and are required annually. See **Attachment A**.

First year applications are automatically approved.

Subsequent applications are approved after the progress report has been successfully submitted.

Applications are reviewed during the summer months.

The procedure used in Child Study to process applications is outlined in Attachment B.

Homeschooling Communication Timeline for SY 18-19:

In addition to the website communication and individualized responses to applications, the following meetings are planned by the Worcester Public Schools for homeschooling families:

November 14, 2018: Second Annual Homeschool Meeting for "Meaningful Consultation" (Child Find Activity related to identifying and supporting children with special needs) the 114 homeschooling families currently enrolled received an invitation via certified mail. Please see **Attachment C**.

Tuesday, February 12 (Snow date, Wednesday, February 13): All homeschooling families will receive an invitation via certified mail in January inviting them to an informational session at South High, 6:00 to

7:00 p.m., to: 1. review the annual submission of a statement of progress using the 5 possible formats and 2. Review the timeline for re-applying to receive approval for the 19-20 school year. We will publicize at that meeting and in communication related to the meeting that families who submit their statements of progress and reapply for the SY 19-20 by Friday, May 17, 2019 will have a response mailed and received by Friday, August 1.

Applications are accepted throughout the year, reviewed and a response mailed by designated Child Study staff.

Homeschooling Statement:

The W.P.S. Homeschooling statement regarding procedures appears on the district website (<http://worcesterschools.org/child-study/homeschooling>) and was developed by Attorney Paige Tobin in alignment with case law including the 1987 SJC decision, Care and Protection of Charles. Additionally, the link from the district's Homeschooling page to the Worcester Public Schools Homeschooling Information presentation (<http://worcesterschool.org/sites/default/files/Services%20and%20Programs/Child%20Study/wpshomeschool.pdf>) lists, defines and gives examples of 5 different ways families may indicate/submit evidence of progress: 1. dated work samples; 2. report cards; 3. standardized assessments; 4. scope and sequence or 5. narrative report. Only one format is required and, while a district may require a specific format, W.P.S.'s gives the option for families to choose the format they wish to submit. Please see **Attachment D**.

Attachment A

HOMESCHOOLING APPLICATION
COVER SHEET

Date Received: _____

Date Reviewed: _____

Approval Date: _____

OR

Letter sent to Parents to request additional information _____

Sent to Superintendent for Approval Signature _____

Approval Letter sent to Parents _____

Attachment B

HOMESCHOOLING PROCEDURES

1. When a call is received for a Home Schooling Application, a Homeschooling Request Sheet is created (for tracking purposes). Application is then sent out via U.S. mail or email.
2. When the Home Schooling Application is received it is stamped with child study "received" stamp.
3. In the Home Schooling Database the received date of the application is noted and a file is created. If file already exists new application and date is noted in existing file.
4. A copy of the application is given to the Manager of the Social Emotional Learning Department for approval.
5. After review of the application the Manager of the Social Emotional Learning Department will instruct that a Homeschooling Approval Letter be sent to parent(s) or a letter stating additional information (proof of progress, etc.) is needed.
6. When application is approved the original application is sent to the Superintendent's Office for the Superintendent's signature.
7. A signed letter of approval is sent to the parent(s), the school, and the Superintendent's Office.
8. A copy of the application with the approval letter is filed in the homeschooling file.

ATTACHMENT C

WORCESTER PUBLIC SCHOOLS

DR. JOHN E. DURKIN ADMINISTRATION BUILDING
20 IRVING STREET
WORCESTER, MASSACHUSETTS 01609-2493

DATE *October 19, 2018*

RE: MEANINGFUL CONSULTATION MEETING, November 14, 2018

This letter is being sent for the purpose of providing timely and meaningful consultation regarding your home schooled child/children who live within the geographic boundaries of Worcester and who may, or may not, have diverse learning needs.

A meeting will take place on Wednesday, November 14, 2018 at 6 p.m. in the auditorium of South High Community School, 170 Apricot Street, Worcester MA.

The agenda for the meeting includes, but is not limited to, the following topics:

- The Child Find process and how parents will be informed of the process;
- The determination of the proportionate share of federal funds available to serve children with disabilities;
- How the consultation process will take place, including how the process will operate throughout the 2018- 2019 school year to ensure that children with disabilities identified through the Child Find process can meaningfully participate in special education and related services;
- How, where, and by whom special education and related services will be provided and how and when decisions regarding services will be made.

This meeting will provide an opportunity for you to ask questions, express your views and to have those views considered by Worcester Public Schools. In order to ensure that this meeting is meaningful and relevant to your child/children, we are asking you to indicate if you will be in attendance at the meeting.

Please RSVP by calling Kay C. Seale, Manager of Special Education & Intervention Services for Worcester Public Schools at 508-799-3093. If you are unable to attend this meeting but are still interested in this process, you should contact Ms. Seale at the aforementioned telephone number.

Thank you and we look forward to collaborating with you.

Very truly yours,



Kay C. Seale
Manager of Special Education & Intervention
Services
Worcester Public Schools
20 Irving Street
Worcester, MA 01609



Gregory Bares
Manager of Grant Resources
Worcester Public Schools
20 Irving Street, Room 210
Worcester, MA 01609

Attachment D

The Worcester Public Schools respects the right of parents to provide their children with a home education program. The Worcester Public Schools adheres to Massachusetts' compulsory attendance laws, which provide that children must attend school or receive approval in advance by the superintendent for a home education program. Our home education approval process is consistent with state laws and district policy. Worcester understands and acknowledges the standards set forth in case law, including the 1987 SJC decision, *Care and Protection of Charles*. The decision sets forth legal standards for approval of home education programs of children of compulsory school age in Massachusetts. The Worcester Public School policy and procedures are entirely consistent with this case, in requesting that parents specifically address the following questions as part of the home education application process:

1. What is the proposed curriculum and number of hours of instruction per subject?
2. What is the competency of the individuals who will be instructing the student?
3. What textbooks, workbooks, and instructional materials will be used?
4. What procedures will be used to assess student progress and maintain a student record?

Regarding the fourth requirement, Worcester Public Schools accepts a home education proposal which includes one of the following methods of assessment: **periodic progress reports, dated work samples** or, **standardized testing**. As an alternative to home testing and, at the request of parents/guardians, the District has offered the opportunity for home-taught children to participate in the annual standardized achievement battery which is typically administered at various times throughout the school year. Parents/guardians are not required to have their children participate in the school-offered standardized achievement assessments. Parents/guardians can state on the homeschool application an alternative method of demonstrating student progress (via dated work samples or periodic progress reports).

The Worcester Public Schools Homeschooling Information presentation contains samples of different methods that can be used as evidence of student progress. We will partner with you to determine an appropriate method to be used for your child.

If you have any questions, please contact Maura Mahoney, Manager of Social Emotional Learning at 508-799-3175.

Please Note: WPS ensures that leaders of private schools and representatives or parents of parentally-placed private school children with disabilities and representatives of home school students have opportunities to engage in "timely and meaningful" consultation. The district provides information about how students can access publicly funded evaluations and special education services.

WPS Special Education Department will provide a Request for Special Education Evaluation Form to parents or guardians who believe that their child may have a disability. The district will schedule an appointment to conduct an evaluation to determine eligibility for special education.

NEW APPLICATION _____

RENEWAL APPLICATION _____

WORCESTER PUBLIC SCHOOLS

**APPLICATION TO HOME SCHOOL
Grades One through Six**

Student Name: _____
LAST FIRST MI

Address: _____ Worcester, MA
No. STREET ZIP

D.O.B.: _____ Student ID: _____ Grade: _____

Name of School _____ School Year
Attending/Attended: _____ Applying For: _____

Name of Parent/Legal _____ Phone: _____
Guardian

Address: _____ Worcester, MA
No. STREET ZIP

**HOMESCHOOLING CURRICULUM
(G.L. of MA CHAPTER 71, SECTION 1,2,3)**

Recommended number of hours of instruction per week/month/year

TIME GUIDE FOR ELEMENTARY LEVEL

(minutes per week)

	Gr. 1	Gr. 2	Gr. 3	Gr. 4	Gr. 5	Gr. 6
Language Arts	300	300	300	300	300	300
English						
Spelling						
Handwriting						
Reading	300	300	300	300	300	300
Mathematics	250	250	300	300	300	300
Science	100	100	100	100	100	100
Soc.Studies/Geog/History	100	100	100	200	200	200
ART	50	50	75	75	75	75
Health/Physical Education	50	50	100	100	100	100
Music	50	50	75	75	75	75
Recess	0	0	0	0	0	0
	900	900	1050	1150	1150	1150

List the name(s) of Instructor(s) of child/children:

List names of textbooks, workbooks and other instructional aids to be used:

What lesson plans and teaching manuals will be used by instructor(s)?

Method of annual assessment of student progress: Standardized achievement battery (e.g. TerraNova/CAT6 Tests, Second Edition, Stanford 10, or The Iowa Tests of Basic Skills)

THIS APPLICATION IS VALID FOR ONE (1) SCHOOL YEAR ONLY. EACH YEAR A NEW APPLICATION MUST BE SUBMITTED BY THE PARENT/GUARDIAN AND APPROVED BY THE APPROPRIATE SCHOOL AUTHORITIES.

PARENT/GUARDIAN'S SIGNATURE

DATE

APPROVED

NOT APPROVED

20 - 2
0

QUADRANT MANAGER'S SIGNATURE

DATE

SUPERINTENDENT'S SIGNATURE

DATE

Please return this form to:	<p>Worcester Public Schools Child Study Department 20 Irving Street Worcester, MA 01609 Tel: 508-799-3175 - Fax: 508-799-3178</p>
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The Worcester Public Schools is an Equal Opportunity/Affirmative Action Employer/Educational Institution and does not discriminate regardless of race, color, gender, age, religion, national origin, gender identity, marital status, sexual orientation, disability or homelessness. The Worcester Public Schools provides equal access to employment and the full range of general, occupational and vocational education programs. For more information relating to Equal Opportunity/Affirmative Action contact the Human Resource Manager, 20 Irving Street, Worcester, MA 01609, 508-799-3020.

Please call the main office at the school if you would like this document translated into a language other than English.
Por favor, contate a secretaria central da escola caso deseje que este documento seja traduzido para o português.
Por favor, llame a la oficina central de la escuela si usted desea que este documento sea traducido al espanol.
Ju lutem telefononi zyren qendrore te shkolles ne se deshironi ta kini kete dokument te perkthyer ne nje gjuhe tjeter pervec Anglishtes
Xin gọi điện thoại cho văn phòng nhà trường nếu quý vị muốn tài liệu này được dịch ra một ngôn ngữ khác hơn tiếng Anh

NEW APPLICATION _____
RENEWAL APPLICATION _____

WORCESTER PUBLIC SCHOOLS
APPLICATION TO HOME SCHOOL
Grades 7 through 12

Student Name: _____
LAST FIRST MI

Address: _____ Worcester, MA
No. STREET ZIP

D.O.B.: _____ Student ID: _____ Grade: _____

Name of School Attending/Attended: _____ School Year Applying For: _____

Name of Parent/Legal Guardian _____ Phone: _____

Address: _____ Worcester, MA
No. STREET ZIP

HOMESCHOOLING CURRICULUM
(G.L. of MA CHAPTER 71, SECTION 1,2,3)

<u>SUBJECT</u>	<u>HOURS PER WEEK</u>
Reading	_____
Writing	_____
English Language and Grammar	_____
Geography	_____
Science, Technology/Engineering	_____
Mathematics	_____
Music	_____
History and Constitution of the United States	_____
Health Education	_____
Physical Education	_____
Other: _____	_____
_____	_____
_____	_____

List the name(s) of Instructor(s) of child/children:

List names of textbooks, workbooks and other instructional aids to be used:

(OVER)

What lesson plans and teaching manuals will be used by instructor(s)?

Method of annual assessment of student progress: Standardized achievement battery (e.g. TerraNova/CAT6 Tests, Second Edition, Stanford 10, or The Iowa Tests of Basic Skills)

THIS APPLICATION IS VALID FOR ONE (1) SCHOOL YEAR ONLY. EACH YEAR A NEW APPLICATION MUST BE SUBMITTED BY THE PARENT/GUARDIAN AND APPROVED BY THE APPROPRIATE SCHOOL AUTHORITIES.

PARENT/GUARDIAN SIGNATURE

DATE

APPROVED

NOT APPROVED

20 - 2
0

QUADRANT MANAGER'S SIGNATURE

DATE

SUPERINTENDENT'S SIGNATURE

DATE

NOTE: High school students with approved homeschooling plans who desire to continue their education by transferring to the Worcester Public Schools may be eligible for transfer credit. Each student's course of study will be individually evaluated to determine whether transfer credit is appropriate. Please contact your high school's Guidance Office for additional information.

Homeschooled students are not eligible for a diploma from the Worcester Public Schools upon completion of 12th grade.

Please return this form to:	<p>Worcester Public Schools Child Study Department 20 Irving Street Worcester, MA 01609 Tel: 508-799-3175 - Fax: 508-799-3178</p>
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