

REGULATION MONTGOMERY COUNTY PUBLIC SCHOOLS

Related Entries:

Responsible Office: Superintendent of Schools

Home Schooling

I. PURPOSE

To implement the State Board of Education Regulation on home schooling

II. BACKGROUND

The Maryland State Department of Education (MSDE) Regulation (COMAR 13A.10.01), establishes procedures to be used by the superintendent of schools to determine if a student participating in a home schooling program, at minimum, is receiving regular, thorough instruction during the school year in the studies usually taught in the public schools to students of the same age. This regulation is in accordance with MSDE regulations.

III. DEFINITIONS

A. *Home Schooling* is teaching provided by the parent/guardian under the supervision of Montgomery County Public Schools (MCPS) or under the supervision of an approved nonpublic school or educational program operated by a bona fide church organization.

Nonpublic schools and church-sponsored programs must be registered with MSDE to supervise home schooling programs.

B. *Assurance of Consent for Home Schooling* is made by completing MCPS Form 270-34: *Assurance of Consent for Home Schooling*, by which parents/guardians indicate consent to the requirements of this regulation.

C. *Review* means a time for meeting with the home schooling parent/guardian at the conclusion of each scheduled semester, at a mutually agreeable time and place, for the superintendent of schools' designee to ensure that the student is receiving, at a minimum, regular, thorough instruction during the school year in the studies usually taught in the public schools to students of the same age. There are not more than three reviews in a school year.

- D. A report of the home schooling program review is completed on MCPS Form 270-35: *Review of Home Schooling Program*, by the superintendent of schools' designee and submitted to the Department of Student Services at the conclusion of each review, stipulating whether or not the student is receiving, at a minimum, regular, thorough instruction during the school year using relevant materials in the studies usually taught in the public schools to students of the same age.
- E. *Deficient* means that a review of the home schooling program indicates that the student is not receiving home schooling in conformity with the state regulation.
- F. *Not in Compliance* means that the superintendent of schools has determined there is not a satisfactory plan to correct a deficiency or a deficiency is not corrected.
- G. *Failure to Consent* means that the parent/guardian does not agree to the requirements of the state regulation.

IV. PROCEDURES

- A. Written Agreement
 - 1. Parents/guardians indicating an interest in home schooling their child will be sent a packet which will include the state regulation; MCPS Regulation JEG-RA, *Home Schooling*; and MCPS Form 270-34, *Assurance of Consent for Home Schooling*.
 - 2. The parent/guardian must complete and sign a separate Form 270-34, *Assurance of Consent for Home Schooling*, for each child. The completed form or forms must be submitted to the MCPS Department of Student Services at least 15 days prior to the beginning of home schooling.
 - 3. Each year thereafter, the parent/guardian must verify in writing the continuation of home schooling with either MCPS or the registered supervising program. The Department of Student Services will mail MCPS Form 270-36, *Annual Parent Notification of Intent to Home School*, to all parents/guardians whose home schooling program is supervised by MCPS.
 - 4. The parent/guardian must notify, in writing, the Department of Student Services or the registered supervising program if a change occurs in the home school status of a child during the school year.

B. Review Meeting

1. The superintendent of schools' designee will meet with the parent/guardian at the conclusion of each semester, at such times and places as are mutually agreeable, to review the portfolio of educational materials and discuss the instructional program.
2. To be judged in compliance, the portfolio must reflect the provision of regular, thorough instruction in English, mathematics, science, social studies, art, music, health, and physical education throughout the school year by the inclusion of dated relevant materials such as instructional materials; reading materials; and examples of the student's writings, worksheets, workbooks, creative materials, and tests in each subject area.
3. At the conclusion of the review, the superintendent of schools' designee will complete MCPS Form 270-35, *Review of Home Schooling Program*, to indicate to the superintendent of schools that the program is in compliance with the regulation, or is deficient in one or more areas.
 - a) Being in compliance indicates that all provisions of the state regulation regarding regular instruction in specified subjects and educational materials are being met (COMAR 13A.10.01C and 13A.10.01D).
 - b) Having deficiencies in the program indicates that the program is not in complete conformity with COMAR 13A.10.01C and COMAR 13A.10.01D. Specific deficiencies will be listed, and suggestions for improvement will be included on MCPS Form 270-35, *Review of Home Schooling Program*.
4. The parent/guardian has 30 days from receipt of MCPS Form 270-35, *Review of Home Schooling Program*, to indicate how a deficiency has been or is being corrected.
5. If there is not a satisfactory plan or the deficiency is not corrected, the program will be judged noncompliant and the student will be enrolled promptly by the parent/guardian in an approved public or nonpublic school.

C. Voluntary Participation in Standardized Testing

1. Parents indicating on MCPS Form 270-34, *Assurance of Consent for Home Schooling*, that their child will participate in standardized testing, will be

provided a listing of countywide test dates. Parents should then contact the local school principal for specific test site information.

2. Test scores will be returned directly to the parent/guardian from staff in the Office of Shared Accountability, with a copy to the MCPS student file.

D. Record Keeping

1. Records for students participating in home schooling will be maintained by the Department of Student Services and include the following materials:
 - a) MCPS Form 270-34, *Assurance of Consent for Home Schooling*
 - b) Standardized MCPS or state test scores as available
 - c) MCPS Form 270-35, *Review of Home Schooling Program*, for those students whose program is supervised by MCPS
 - d) MCPS Form 270-36, *Annual Parent Notification of Intent to Home School*, if applicable
 - e) All correspondence and other relevant documents
2. A central listing of all students receiving home schooling will be maintained by the Department of Student Services.

E. Discontinuation of Home Schooling

1. Parent or Guardian Initiated

A parent/guardian may decide to terminate home schooling at any time during a school year by submitting a letter to the Department of Student Services. The student must promptly be enrolled in an approved public or nonpublic school as defined in COMAR 13A.09.09.02B (4-9).

2. School System Initiated

If the superintendent of schools' designee determines there is not a satisfactory plan to correct a deficiency or if a deficiency is not corrected, a student will be enrolled promptly by a parent/guardian in an approved public school or a nonpublic school as defined in COMAR 13A.09.09.02B (4-9).

3. Placement in MCPS

The local school principal/designee, with assistance from Department of Student Services personnel if requested, will determine the appropriate grade placement for the new enrollee and, if the placement is in Grades 9 through 12, the number of credits to be granted, if any, toward graduation. Administration of standardized tests, examinations, and interviews with the student may be used to make the appropriate placement determination.

Regulation History: New Regulation, February, 1986; revised December 14, 1987; revised July 1, 1995; revised June 29, 2005; revised August 13, 2009.