

## Current Public Schools of Brookline Home Instruction Policy

### **SECTION I INSTRUCTION**

*I 1 d. Home Instruction:* (Voted 9/24/91, #91-353; 12/17/91, #91-441)

#### INTRODUCTORY PHILOSOPHY STATEMENT

The Brookline School Committee recognizes that parents are their children's first teachers. When children reach school age, parents continue to play a vital and crucial role in their children's formal education.

The School Committee recognizes that parents may wish, under certain conditions, to educate their children at home. The School Committee has the responsibility to monitor and test students, and hold parents accountable for meeting generally accepted local standards of education. This policy sets forth the conditions and requirements the School Committee has established for home instruction.

#### APPLICATION PROCEDURE

Parent(s) or guardian(s) will register their children in their neighborhood school. Registration will require the presentation of a birth certificate, evidence of prior school achievement, if any, as well as appropriate health records.

Parents or guardians will apply for home education through the Assistant Superintendent of Integrated Services, who will serve as the agent of the Superintendent. The Assistant Superintendent or designee, will inform the responsible adults of the application procedure, provide criteria for the development of home education plans, and require plan revision as necessary to reach the academic standards of the Public Schools of Brookline.

Home education plans should be completed and filed with the Assistant Superintendent for Integrated Services at least six weeks prior to their anticipated implementation. Such plans must be approved prior to removing the student from public school and implementing home education, or the School Committee may initiate a truancy proceeding or a care and protection action.

#### REQUIREMENTS

Approval of a plan will be given from the proposed date of inception to the end of the current school year. The responsible adults must apply and receive approval for continuation of an approved plan each year no later than June 1 of the current year. Individual plans must be submitted for each child in a family.

Application for home education must include written documentation of the educational/training background of all persons who will be responsible for the instruction of the child.

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The plan must demonstrate that the home education proposed will equal that provided in the public schools with respect to thoroughness, efficiency, and progress expected to be made. The home education plan must include the following information:

- 1.) the number of hours per day or per week to be spent in each subject area;
- 2.) the names of all persons who will be responsible for the instruction of the child in each subject area, and their qualifications;
- 3.) an outline of the course content for each subject area covered by the plan, such plan to be designed to achieve the instructional goals established by the Brookline School Department for the grade in question;
- 4.) a list of text books, materials and/or resources to be used for instruction in each subject area;
- 5.) a plan for the assessment of the child's progress in each instructional area.

The development of the home education plan is the sole responsibility of the parents or guardians. Access to those educational materials in general use in the Public Schools of Brookline will be provided to assist in plan development. The School Committee reserves the right to require revisions, modifications, additions, or deletions to any proposed plan.

Parents or guardians may be required to appear before the School Committee to present their home education plan. In the case of rejection of a plan, reasons for the decision shall be set forth in writing. Parents have the right to appeal the decision in a public hearing before the School Committee, should they so desire.

### HOME/SCHOOL COORDINATION.

During the first four weeks of implementation of a new home education plan, a school official will meet with the primary home instructor to discuss plan implementation. Thereafter, a school representative will schedule meetings with the parents or guardians not less than four times/year. The schedule for these meetings will be consistent with school reporting periods. Should there be questions about the student's progress in any area of instruction, the School Committee reserves the right to require more frequent meetings.

### STUDENT PROGRESS/ASSESSMENT

During the quarterly meetings, the parents or guardians will provide the school representative with dated work samples as evidence of pupil instruction and

progress in all subject areas except physical education. The School Department will maintain permanent student record folders which will contain work samples, assessments, and other records of the meetings. A record of time devoted to education will also be included as evidence of compliance with school attendance regulations.

The parents or guardians will present the child at school to participate in all system-wide assessments. Such assessments include those screening procedures required by Ch. 766, as well as all standardized group tests administered by the school department.

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Upon requests of the school department, the responsible adult will present the child at school to participate in diagnostic testing which will be administered either for the purpose of assessing the pupil's progress in specific subject areas, or to assist the school department in making recommendations to the parents in developing or refining the existing educational plan to meet the child's needs.

Parents or guardians are requested to maintain routine compliance with Massachusetts regulations governing student health.