

PROCEDURES, FORMS AND GUIDELINES
FOR THE IMPLEMENTATION OF
HOME EDUCATION

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INTRODUCTION

The procedures, forms and guidelines contained in this publication have been prepared to assist the implementation of Home Education. References have been taken from North Dakota Century Code (NDCC), 15.1-23-01 through 15.1-23-19 and the Department of Public Instruction Administrative Rules for Home Based Instruction.

HOME EDUCATION STEPS

1. File the Statement of Intent to Home Education with the Jamestown Public School District Office, 207 2nd Ave. SE, Jamestown, ND. The parent who is doing the education is required to attach a copy of their high school or college diploma or GED.
2. **Once a Statement of Intent is filed there is a 14 days waiting to begin course education.** If you are an 8th grader doing Home Education for your freshman year, you will need to wait to begin after students completed the last day of 8th grade to begin. **Statement of Intent to Home Education will need to be completed yearly.**
3. Parents are responsible for determining the curriculum for home education. Parents are also responsible for purchasing all materials.
4. If for High School credit the parent will need to provide proper documentation to the High School Principal which will include:
 - a. An outline of the course material covered in each subject
 - b. A list of the course objectives
 - c. A written description on how the course objectives were met.
 - d. Total hours completed and credit earned
 - e. Include a letter and percentage grade
 - f. Parent's signature and date on transcript

JAMESTOWN PUBLIC SCHOOL POLICIES

EDUCATION OF HOME SCHOOLED STUDENTS

The Jamestown Public School District acknowledges the right of a parent to provide their own child's education in a home-based setting. The Superintendent will accept as correct the information on the statement of intent filed with the District in accordance with North Dakota law.

Resident homeschooled students are eligible to transfer into Jamestown Public School District schools and/or participate in individual district classes and/or extracurricular activities on the same basis as students already enrolled.

Transfers

Homeschooled students transferring into district schools will be required to produce documentation containing a list of courses taken, grades earned, and the results of standardized achievement tests unless the student is exempt from such testing under law. Placement will be determined in accordance with district placement standards.

Students without records or whose records do not indicate proper placement shall be subject to placement testing.

Students believed to have a disability impairing learning shall be tested and placed in accordance with law and applicable policy.

Diplomas

Jamestown Public School District shall not award diplomas to homeschooled students. Students must enroll full-time in the regular Jamestown Public School District educational program and complete all the necessary requirements to be eligible for a diploma.

Students Educated in Home Schools

Grade placement and eligibility for credits toward high school graduation of a child transferring credits from a home-education program to the Jamestown Public School District will be made by the High School Principal in accordance with the State Home Education Law, Chapter 15.1-23-17, through the following process:

1. For students otherwise enrolled primarily in Jamestown Public Schools, approval for home education credit to be counted toward meeting District graduation requirements must be obtained prior to commencing home education courses.
2. The Principal will establish reasonable deadlines for parents to submit documentation for consideration of home education credits.
3. The Principal will establish guidelines for the following items which must be submitted by the parents when requesting Jamestown Public Schools high school credit for home education courses:
 - A description of the course material covered or to be covered in the home education course.
 - A description of the course objectives
 - A description of how the objectives were or will be met.
4. In determining whether to award credit toward high school graduation for a home education course, the Principal will evaluate the home education student's current achievement and competency for each home education course and weigh those results against the achievement and competency of students in the comparable course offered in Jamestown Public Schools.
5. The Principal will determine grade placement at the high school level based on credits approved and credits earned.

STATUTORY REQUIREMENTS

CHAPTER 15.1-23

Home Education