

**MERCER COUNTY SCHOOLS**  
**Policy Comment(s) / Suggestion(s)**

**Policy: J-03**

**Instruction In Home or Other Approved Places**

**Individual / Organization:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Comment(s) / Suggestion(s)**

**Please write your comments below in the sections that apply to the policy.**

**Use additional paper if necessary.**

**1.0 Purpose**

**Agree (reason)**

**Disagree (reason)**

This policy is being amended to update the policy with state code requirements.		
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**2.0 Definitions**

**Agree (reason)**

**Disagree (reason)**

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**3.0 Procedures**

**Agree (reason)**

**Disagree (reason)**

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**General Comments**

**Agree (reason)**

**Disagree (reason)**

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Return comments **NO LATER THAN August 3, 2021** to:

Dr. Kristal Filipek - Director, Human Resources

Mercer County Schools

1403 Honaker Avenue

Princeton, WV 24740

## **INSTRUCTION IN HOME OR OTHER APPROVED PLACES**

### **1.0 Purpose**

Compulsory school attendance shall begin with the school year in which the sixth birthday is reached prior to the first day of September of such year ~~and~~ **or** upon enrolling in a publicly supported kindergarten program and continue to the seventeenth birthday. Mercer County Schools recognizes there is an exemption from the foregoing requirement of compulsory public school attendance as stated in West Virginia Code §18-8-1 and in this policy.

### **2.0 Definitions**

2.1 Home instruction- an education program selected and administered by a parent, guardian, or named individual meeting the criteria of West Virginia Code §18-8-1, Exemption C.

### **3.0 Procedures**

3.1 Notice of Intent to provide home instruction under West Virginia Code §18-8-1, Exemption C must be submitted to Mercer County Schools on or before the date that home instruction begins and contain:

- 3.1.1 Student's Name;
- 3.1.2 Student's Address;
- 3.1.3 Student's Date of Birth;
- 3.1.4 Assurance that the student will receive instruction in reading, Language, mathematics and social studies, and science;
- 3.1.5 Verification the person(s) providing home school instruction has obtained a high school diploma, or its equivalent, or a post-secondary degree or certificate from a regionally accredited institution of higher education that has been authorized to confer a post-secondary degree or certificate in West Virginia by the West Virginia Community and Technical College System or the West Virginia Higher Education Policy Commission.

3.2 Mercer County Board of Education cannot grant an exemption to the compulsory attendance requirement to a student that has not properly submitted the information described in 3.1.

3.3 The individual providing home school instruction shall annually assess the academic progress of the student using one of the following methods:

- 3.3.1 Nationally-normed standardized test.  
The student receiving home instruction takes a nationally-normed standardized achievement test published or normed not more

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than ten years from the date of administration and administered under the conditions as set forth by the published instructions of the selected test and by a person qualified in accordance with the test's published guidelines in the subjects of reading, language, mathematics, science and social studies. The student is considered to have made acceptable progress when the mean of the student's test results in the required subject areas for any single year is within or above the fourth stanine or, if below the fourth stanine, shows improvement from the previous year's results;

### **3.3.2 West Virginia General Summative Assessment.**

The student participates in the testing program currently in use in the state's public schools. The test shall be administered to the student at a public school in the county of residence. Determination of acceptable progress shall be based on current guidelines of the state testing program;

### **3.3.3 Student portfolio.**

A portfolio of samples of the student's work is reviewed by a certified teacher who determines whether the student's academic progress for the year is in accordance with the student's abilities. The teacher shall provide a written narrative about the student's progress in the areas of reading, language, mathematics, science and social studies and shall note any areas which, in the professional opinion of the reviewer, show need for improvement or remediation. If the narrative indicates that the student's academic progress for the year is in accordance with the student's abilities, the student is considered to have made acceptable progress; or

### **3.3.4 Other appropriate assessment measure.**

The student completes an alternative academic assessment of proficiency that is mutually agreed upon by the parent or legal guardian and the county superintendent.

3.4 The parent/guardian of a home schooled student shall submit to Mercer County Schools the results of the student's academic assessment described in 2.3 by June 30<sup>th</sup> in the year the student completes the following grade levels: 3, 5, 8, and 11. Notwithstanding, a student's academic assessment must be submitted every three (3) years once the student reaches seven (7) years of age.

3.5 If a student moves from one West Virginia county to another, the individual providing home school instruction shall notify the previous county superintendent. The individual shall also submit a new Notice of Intent containing the same information described in Section 2.1 to the new superintendent.

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3.6 A child who completes his/her education with home instruction will not receive a graduation diploma from Mercer County Schools.

3.7 No warranty certificate will be issued for work completed with home instruction. Only compliance with West Virginia Code §18-8-1, Exemption C will be verified.

3.8 Secondary students may participate in interscholastic athletic events and other extra-curricular activities of secondary schools by meeting the following criteria:

3.8.1 Demonstrating satisfactory evidence of academic progress for one year in compliance with the provisions of that subsection: Provided, That the student's average test results are within or above the fourth stanine in all subject areas;

3.8.1.a. Eligibility is established with satisfactory evidence of academic progress for the semester in which the student enrolls.

3.8.1.b. Eligibility is maintained by submitting satisfactory evidence of academic progress at the end of each school year, with the student's average test results within or above the fourth stanine in all subject areas.

3.8.2 Is enrolled in at least one virtual instructional course or one face-to-face course per semester, consistent with the applicable virtual instruction policy of the county board in which the home-schooled student lives and the State Board;

3.8.2.a Enrollment for participation in fall sports shall occur on or before June 1<sup>st</sup> of the previous school year. Enrollment for participation in spring sports shall occur on or before December 1<sup>st</sup> of the current school year.

3.8.2.b. The student must maintain a 2.0 average for virtual or face-to-face coursework in order to maintain eligibility.

3.8.3 Has not reached the age of 19 by August 1 of the current school year;

3.8.4 Is an amateur who receives no compensation, but participates solely for the educational, physical, mental and social benefits of the activity;

3.8.5 Agrees to comply with all disciplinary rules of the West Virginia Secondary School Activities Commission and the county board in which the home-schooled student lives; and

3.8.6 Agrees to obey all rules of the West Virginia Secondary School Activities

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Commission governing awards, all-star games, parental consents, physical examinations, and vaccinations applicable to all high school athletes.

3.8.7 Eligibility is limited to participation in interscholastic athletic events and other extracurricular activities at the public secondary school serving the attendance zone in which the student lives: Provided, that home-schooled students who leave a member school during the school year are subject to the same transfer protocols that apply to member-to-member transfers. Reasonable fees may be charged to the student to cover the costs of participation in interscholastic athletic events and other extracurricular activities.

### 4.0 Administration

~~4.1 — All person or persons previously providing home instruction who wish to enroll a student into the Mercer County public schools will be required to submit a portfolio and/or provide sufficient documentation related to work completed by the child during the home schooling period. This portfolio documentation (e.g. standardized tests, course testing, placements tests provided for courses, etc.) will be used by a committee made up of a school administrator, guidance counselor and teacher at the school to determine the proper grade/class placement for the child.~~

~~4.2 — A child entering public school and placed in grades kindergarten through eight will not be assigned a letter grade for any work completed during the home school period. The child's permanent record will reflect the time during which home schooling occurred. The student may join their age appropriate cohort, or the county may utilize a combination of methods to determine appropriate placement.~~

~~4.3 — A child entering public school and placed in grades nine through twelve will not be assigned a letter grade in a course appropriate for determining class ranking, but will receive an acceptance or denial designation indicating "credit" to be given and used toward graduation or "no credit" that will not be included as part of student's transcript. Only those courses that have received the "credit" status will count toward graduation and listed on the student's official transcript. The "credit" or "no credit" status will be determined by a school administrator, guidance counselor and teacher of the school. Students who have been home schooled for a period of time in grades 9 through 12, and did not receive a grade, will not be given a class rank for graduation. The final acceptance of high school credits while homeschooling will be at the discretion of the county.~~

**4.1 A student who is from another state, or who is eligible to enroll in a public school in this state, shall be enrolled in the same grade in a public school in West Virginia as the student was enrolled at the school or program from which the student transferred. A transcript or other credential provided by a public school program, private school program, homeschool program, or HOPE Scholarship program shall be accepted by a public school in this state as a record of a student's previous academic performance for the purposes of placement and credit assignment.**

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**4.2 Courses and grades will be transcribed as a program not accredited through the West Virginia Board of Education, Policy 2330.**

Authority: W.VA. Code §18-8-1, **§18-8-1a.c**  
Source: Board of Education Minutes  
Date: 7/22/97; 7/14/20