

**Notice of Intent for Home Schooling**

Under Exemption B, Subsection B

**2017-2018**

Name of:

Parent(s)/Guardian(s): \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Name of School Age Child(ren)

\_\_\_\_\_ Grade: \_\_\_\_\_ DOB \_\_\_\_\_

\_\_\_\_\_ Grade: \_\_\_\_\_ DOB \_\_\_\_\_

\_\_\_\_\_ Grade: \_\_\_\_\_ DOB \_\_\_\_\_

\_\_\_\_\_ Grade: \_\_\_\_\_ DOB \_\_\_\_\_

\_\_\_\_\_ Grade: \_\_\_\_\_ DOB \_\_\_\_\_

\_\_\_\_\_ Grade: \_\_\_\_\_ DOB \_\_\_\_\_

Name of School Which Child(ren) Attended Prior to Home Schooling \_\_\_\_\_

School Year Home Instruction Begins \_\_\_\_\_

Date Home Instruction Will Begin \_\_\_\_\_

Describe Qualifications of Instructor \_\_\_\_\_

Indicate Harrison County School Textbooks/Curriculum Name \_\_\_\_\_

**Please send Notices of Intent to James V Kirby, Attendance Director, PO Box 1370, Clarksburg WV 26302-1370. Reminder: A NOI does not have to be submitted yearly. Please submit only if there is a change of information or textbook requests. Notice of Intent may be returned at the time an assessment is submitted or prior to the beginning of school if an assessment is not due. Should you have questions or need additional information please contact the attendance office at 1-304-326-7302.**

**Harrison County Textbook lists will be sent by mail when they become available.**

**Please attach copy of High School Diploma or GED Equivalent and Other Formal Education as applies.**

I hereby assure the Harrison County Board of Education and the State of West Virginia that I will comply with the requirements as set forth in Chapter 18, Article 8, Section 1, Exemption B, Subsection B. I will submit an academic assessment of the child(ren) by June 30<sup>th</sup> of the school year being assessed if required by law.

Parent or Guardian \_\_\_\_\_ Date \_\_\_\_\_

Parent or Guardian \_\_\_\_\_ Date \_\_\_\_\_

Dear Homeschool Parent,

The WV Legislature enacted changes to W. Va. Code §18-8-1 related to homeschooling during the 2016 Regular Legislative Session (HB 4175).

- Homeschool parents will now provide to the county superintendent a one-time Notice of Intent (NOI) to homeschool. The notice, for any child of compulsory school age to be instructed, must contain:
  - Name of child, address, age of child
  - Assurance that the child shall receive instruction in reading, language, mathematics, science and social studies and that the child shall be assessed annually.
- The NOI will remain in effect until the parent notifies the county superintendent upon termination of home instruction for a child who is of compulsory school attendance age OR upon establishing residence in a new county. At which time the parent shall notify the previous county superintendent and submit a new NOI to the superintendent of the new county of residence.
- In addition to the NOI, the parent must provide evidence of the proper education credential. If that credential is already on file with the county, it is not necessary to provide that information again.
- Homeschool parents must obtain an annual assessment for your child/children and you must maintain a record of that assessment for three years.
- Results of the required academic assessment must be submitted to the county superintendent for any child in grades 3, 5, 8, or 11. Those results must be submitted by June 30 of the year in which the assessment was administered.

Please note that the change in the reporting of the required assessment does impact requests for Driver Eligibility Certificates. In order for the county to provide that form for your child, you will need to provide a copy of the current year assessment for the child for whom the form is requested. We must have those results in order to verify satisfactory academic progress. We will not use an eighth grade assessment to verify academic progress for a high school student.

**Please send the Notice of Intent to James V Kirby, Attendance Director, PO Box 1370, Clarksburg WV 26302-1370. Reminder: A NOI does not have to be submitted yearly. Please submit only if there is a change of information or textbook requests. Notice of Intent may be returned at the time an assessment is submitted or prior to the beginning of school if an assessment is not due. Should you have questions or need additional information please contact the attendance office at 1-304-326-7302.**

## HOME INSTRUCTION

WV Code 18-8-1, Exemption B, subsection b. specifies that the home school must provide:

### Notice of Intent

A onetime notice of intent must be given to the county superintendent intent to provide home instruction and the name, address, and age, of any child of compulsory school age to be instructed.

### Qualifications

The person or persons providing home instruction shall submit satisfactory evidence of a high school diploma or equivalent, or a post-secondary degree or certificate from a regionally accredited institution or from an institution of higher education that has been authorized to confer a post-secondary degree or certificate in West Virginia by the West Virginia Council for Community and Technical College Education or by the West Virginia Higher Education Policy Commission.

### Assessment Requirements

**NOTE: Failure of a student to complete the Assessment Requirements as outlined below generally would be adequate, compelling reason to seek closure of the school.**

The child receiving home instruction takes a nationally normed standardized achievement test published or normed not more 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 child is considered to have made acceptable progress when the mean of the child'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;

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

(iii) A portfolio of samples of the child's work is reviewed by a certified teacher who determines whether the child's academic progress for the year is in accordance with the child's abilities. The teacher shall provide a written narrative about the child'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 child's academic progress for the year is in accordance with the child's abilities, the child is considered to have made acceptable progress; or

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

(D) A parent or legal guardian shall maintain copies of each student's Academic Assessment for three years.

(E) The parent or legal guardian shall submit to the county superintendent or designee the results of the academic assessment of the child at grade levels three, five, eight and eleven, as applicable, by June 30 of the year in which the assessment was administered.

The county superintendent or a designee shall offer such assistance, including textbooks, other teaching materials and available resources, all subject to availability, as may assist the person or persons providing home instruction. Any child receiving home instruction may upon approval of the county board exercise the option to attend any class offered by the county board as the person or persons providing home instruction may consider appropriate subject to normal registration and attendance requirements.

**ANYONE INTERESTED IN TESTING AT A PUBLIC SCHOOL SHOULD  
CONTACT THE SCHOOL WITHIN THEIR DISTRICT AROUND MID-JANUARY  
TO REGISTER AND ASCERTAIN DATES AND TIMES FOR TESTING.**

### Remedial Program

When the annual assessment fails to show acceptable progress, the person or persons providing home instruction shall initiate a remedial program to foster acceptable progress. The county board upon request shall notify the parents or legal guardian of the child, in writing, of the services available to assist in the assessment of the child's eligibility for special education services. Identification of a disability does not preclude the continuation of home schooling. In the event that the child does not achieve acceptable progress for a second consecutive year, the person or persons providing instruction shall submit to the county superintendent additional evidence that appropriate instruction is being provided.

## Requirements for Entering Public School

All person or persons providing home instruction who wish to enroll a student into the public schools will be required to maintain a portfolio or provide sufficient documentation related to work completed by the child during the home schooling period. This portfolio/documentation will be used by the professional staff at the school in conjunction with other appropriate assessment instruments to determine the proper placement for the child. **All placement decisions made by the school's professional staff in compliance with Harrison County School Board policies will be final.**

### I. Elementary and Middle Schools

The professional staff of the school the child is entering will be responsible for reviewing the student's portfolio or other relevant documentation as well as the required assessment instruments to determine the most suitable placement for the child in the appropriate grade or class.

### II. High Schools

Each high school will form a committee made up of the department heads, a school counselor, and a school administrator to determine what placement the student will receive. This committee will evaluate the student's portfolio and/or other related documentation (e.g. standardized tests, course testing, placement tests provided for courses, psychological testing batteries, etc.) provided by the parent to determine the credits to be given and class placement based upon requirements outlined for graduation (See File: IHF). Among the items to be used are:

1. Grades from a nationally accredited school or curriculum.
2. Scores received from nationally normed standardized tests.
3. Student portfolio/documentation of all course work completed (e.g. courses in reading/language arts, mathematics, the sciences, history, geography, economics, civics, political science, foreign languages, music, art) or other related documentation reflecting goals set forth in the state and national instructional guidelines.
4. Interview of the student and his/her home school teacher related to the student's work demonstrated in the portfolio/documentation, special interests, honors received, or other issues that will give the school some understanding of the student's growth and development.

Each course coming from home schooling will not be assigned a letter grade appropriate for determining class ranking, but will receive an acceptance or denial designation indicated "credit" to be given and used toward graduation or "no credit" that will not be included as part of the student's transcript. Only those courses that have received the "credit" status will count toward graduation and listed on the student's official transcript.

No class standing will be assigned as a result of work done outside the school setting. The student's transcript will be marked to indicate which courses were taken during the time he/she was home schooled and which were taken while in public schools. Public school courses will receive a letter grade designation and be used to determine a student's rank in their class.

### Assistance Available To Home Schools from the Public Schools

The county superintendent or a designee shall offer such assistance, including textbooks, other teaching materials and available resources, all subject to availability, as may assist the person or persons providing home instruction. Any child receiving home instruction may upon approval of the county board exercise the option to attend any class offered by the county board as the person or persons providing home instruction may consider appropriate subject to normal registration and attendance requirements.

**NOTES:      A student must have the required immunizations before attending classes or participating in testing offered by the county board of education.**

Reference:    West Virginia Code 18-8-1 and 18-8-1a  
                  West Virginia Board of Education Policy #2510

Adopted:     September 1, 1987

Reviewed:    August 2, 1994, June 4, 1996, May 5, 2004, March 22, 2016.

Harrison County Board of Education

**Senate Bill No. 447**

Passed March 14, 2015

AN ACT to amend the Code of West Virginia, 1931, as amended, by adding thereto a new section, designated §18-8-12, relating to allowing administrator of secondary education program at public, private or home school to issue diploma or other appropriate credential; establishing legal sufficiency of diploma or credential; prohibiting discrimination by state agency or institution of higher learning; and reserving to state agency and institution of higher learning authority to inquire about program content for certain purposes.

*Be it enacted by the Legislature of West Virginia:*

That the Code of West Virginia, 1931, as amended, be amended by adding thereto a new section, designated §18-8-12, to read as follows:

**ARTICLE 8. COMPULSORY SCHOOL ATTENDANCE.**

**§18-8-12. Issuance of a diploma or other appropriate credential by public, private or home school administrator.**

A person who administers a program of secondary education at a public, private or home school that meets the requirements of this chapter may issue a diploma or other appropriate credential to a person who has completed the program of secondary education. Such diploma or credential is legally sufficient to demonstrate that the person meets the definition of having a high school diploma or its equivalent. No state agency or institution of higher learning in this state may reject or otherwise treat a person differently solely on the grounds of the source of such a diploma or credential. Nothing in this section prevents any agency or institution of higher learning from inquiring into the substance or content of the program to assess the content thereof for the purposes of determining whether a person meets other specific requirements.

## HOMESCHOOLING CURRICULUM SHEET

This document is a compiled list of options for the curriculum of homeschooled students. This is not a complete list as there are other options being created on an ongoing basis. This sheet is developed to be a help to homeschooling parents in the selection of the curriculum for their child.

**County Curriculum**—Text books and workbooks are provided by the county school system at no charge. Teacher's manuals or lesson plans are not provided.

---

**The following curriculums are purchased by the parents from that curriculum's provider. This is not a complete list that is available. A search of the internet is recommended for other curriculums ideas.**

- **Bob Jones Homeschool**
- **Sonlight**
- **Saxon**
- **Tapestry**
- **Morning Star**
- **Alpha-Omega**
- **Keystone**
- **Kolbe**
- **My Fathers World**
- **Core Knowledge**
- **Keegan**
- **School Zone**
- **Rosetta Stone**
- **Encore**
- **A Beka**

---

Another resource that is available is the West Virginia Home Educators Association. This association is available on the internet, phone or mail. The following is the contact information for that association.

*West Virginia Home Educators Association*

*P.O. Box 4241*

*Clarksburg, WV 26301*

*www.WVHEA.org*

*1-800-736-9843*