

DOUGLAS PUBLIC SCHOOLS

**NOTICE OF INTENT TO PURSUE
A PROGRAM OF HOME EDUCATION**

ACADEMIC YEAR _____

Instructions: Please complete this form, attach any additional information and forward it to the Superintendent of Schools, 21 Davis Street, Douglas, MA 01516 prior to the starting date of the home education program. With initial approval from the Principal, expect a response from the Superintendent prior to the first day of school or within fifteen days during the school year. If this process is initiated during the school year, the student must remain in school until the parents have an approved home education plan.

Parent Name: _____

Address: _____

Telephone: Daytime _____ Evening _____

Email: _____

Students:	DOB	Grade
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

ON A SEPARATE SHEET, or by inclusion of pertinent materials:

- A. Describe the instructional program (curriculum) the student will be using, including subject and instructional aids to be used.
- B. Academic background, life experience and/or qualifications of those who will be instructing the student(s), as they relate to the instructional program described in Section A.
- C. How you will meet the number of instructional hours required by the Department of Elementary and Secondary Education: 900 hours for elementary and middle school students, 990 hours for high school students. This information can be in the form of a narrative or daily, weekly, or monthly schedule.
- D. End of year reporting that describes the progress made by the home-schooled student(s) during the course of the year. This information must be turned into the Douglas Public Schools by June 30th for processing.

Check the method of assessment to be used for end of year reporting:

- Transcripts from a certified on-line home schooling program.
- Daily logs, journals, progress reports, portfolios, or dated work samples.
- An independent report made by someone acceptable to both the Superintendent and parent(s) or guardian(s).
- Standardized test results
- Any other method agreed to by both Superintendent and home educator(s).

Your signature confirms the following:

I have attached a description of the curriculum and/or subjects to be taught.

I have attached a description of the academic background, life experience, and/or qualifications of those who will be instructing the child(ren).

I will submit the following assessment at year end: _____

Our home school program will meet the required number of hours for student instruction: 900 hours for elementary and middle school level and 990 hours for high school level

Signature of Parent or Guardian

Date Submitted

The signature of the school Principal indicates initial approval of this plan.

Signature of Building Principal

Date Submitted

The signature of the school Superintendent indicates final approval of this plan. A parent/administrative conference may be scheduled at the request of either party.

Signature of Superintendent

Date Submitted

Failure of home educator to abide in good faith by the procedure outlined above may result in the School Committee taking action under Massachusetts General Law Chapter 76, Sections 2 and/or 4, upon the recommendation of the Superintendent.

REF: M.G.L. Chapter 76, Sections 1,2, and 4 Charles Decision