

## SCHOOL DISTRICT OF BAYFIELD

### GUIDELINES FOR PLACEMENT OF TRANSFER STUDENTS FROM HOME BASED/PRIVATE EDUCATION PROGRAMS

*For the purpose of this policy, Home Based/Private Education Programs are defined in s. 115.001(3)(g) Wis. Stats., and are intended to comply with provisions s. 118.15(4) and s. 118.165(1) and (2), Wis. Stats. This policy applies to students who enter or re-enter the School District of Bayfield after having participated in a Home Based/Private Education Program in accordance with Wisconsin Law. The Bayfield School District recognizes a home-based private educational program as “a program of educational instruction provided to a child by a child’s parent or guardian or by a person designated by the parent or guardian.” An instructional program provided to more than one family unit does not constitute a home-based private/private school educational program.*

Any student who has been in attendance in a Home Based/Private Education Program and who wishes to enroll in the Bayfield School District may receive credit for work done in his/her home based program if approved by the appropriate building administrator. The student will provide the building administrator with the following documentation;

- a. A copy of their PI 1206 form on file with the Wisconsin Department of Public Instruction.
- b. A copy of their school calendar(s) verifying that a minimum of 875 hours of instruction took place for each school term (s. 118.165(1) Wis. Stat.).
- c. A copy of the sequential curriculum that was taught in the six mandated subject areas.
- d. A copy of the records of student performance for each home based course taken which includes a portfolio of work done, examples of tests taken and test scores.

For a student who wishes to enroll in high school, a determination will be made as to how much high school credit will be awarded and the grade level the student will be placed at, after the above documentation has been evaluated by the building administrator. In the absence of the required documentation listed in c. and d. above, the student will be required to undergo assessments to establish mastery of the various subjects so that the appropriate credit can be awarded. Students will earn the same credit for courses as public school students.

For an application for entry into elementary and middle school, after an evaluation of the above documentation, the appropriate building administrator will place the student at the proper grade level. In addition, the district may administer standardized, academic, diagnostic, ability level or other assessments deemed necessary. Such assessments will insure that all transferring students are placed according to age, at a level commensurate with their ability, and where the best opportunity for successful learning can occur. The assessments may include one or more of the following:

1. Kaufman Test of Educational Achievement (second edition)
2. Woodcock Johnson Achievement Test (third edition)
3. Wide Range Achievement Test (fourth edition)

Students placed under this policy shall be subject to a probationary period of 30 school days after placement, to determine whether original placement was in the best interests of the student. If a revised placement is deemed necessary to the best interests of the student, the placement will be modified within 15 days after the probationary period ends.

If student placement is made at the sophomore year (10<sup>th</sup> grade) or higher, a maximum of eight (8) credits will be allowed toward high school graduation for each of the years below the grade level of placement. Courses taken while enrolled in a Home-Based Private Educational Program will be recorded as home education and given credit only, on the student's permanent record. Grades will be recorded as pass/fail only and will not be used for grade point average and class rank or class standing.

Awards and scholarships determined by school district personnel are not available to students from home-based schools that have not attended a high school for a minimum of four (4) full semesters which includes the senior year.

Legal Ref: Section 118.165

Cross Ref: 375 School Clubs/Organizations  
377 Interscholastic Athletics  
420 School Admissions  
435 Rule (1) Guidelines for School Sponsored Extended Trips  
Article I/Section 3 WIAA – Rules of Eligibility

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