

SCHOOL DISTRICT OF PITTSVILLE BOARD POLICY

STUDENTS

SCHOOL ADMISSION

PARTICIPATION OF NON-PUBLIC SCHOOL STUDENTS IN DISTRICT COURSES/PROGRAMS

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The School District of Pittsville recognizes a private school as “an institution with a private educational program that meets all of the criteria under s. 118.165(1) Wis. Stats., or is determined to be a private school by the state superintendent under 118.167.”

The School District of Pittsville 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.”

The following are guidelines related to the District and resident students in home-based private education programs:

Home-Based Private Education Program/Private School Transfers

Any student who has been in attendance in a home-based education program/private school for a period of ninety (90) days or more and who desires to enter or re-enter the Pittsville School System may be required to undergo an assessment to establish grade placement. In addition, the administration may request information from a student's parents/guardians or the school administrator of the former home-based private education program, private school, or public school district with regard to the home-based education program/private school curriculum and instructional hours, and any private school records or public school district records. This information may include, but is not limited to: grade transcripts, progress reports, portfolios of completed work, curriculum reviews, recommendations, and assessments administered by the former school.

If a placement assessment is administered to the home-based private education students/private school students, it will assess knowledge/skills in language arts (English), mathematics, and reading in grades one through five, with science and social studies being incorporated at all other grade levels.

The grade placement assessment shall be administered by a team of School District of Pittsville personnel as assigned by the Director of Pupil Services and/or Principal. Placement recommendations shall be at the grade level believed to be appropriate to the child's chronological age and assessment results as collaboratively determined by the administration, faculty, and parents.

High School Placement Pursuant to Transfer

If a student seeks placement at the high school level, records which show the courses the student has already taken will be requested by the high school principal or designee. Credit for such courses may be given when documentation of successful completion of the coursework is present. There may be instances when the student will be requested to take an examination(s) prior to credit being awarded for prior coursework. Students who are required to take such an examination(s) in determining whether credit will be given for prior coursework must take semester and/or final examinations and must earn 70% or higher on such exams in order to receive high school credit.

Credits earned will be recorded on the student's permanent record as "Pass." Home-based private education program grades will not be recorded on a Pittsville High School transcript. Grades and grade point averages from

home-based private education programs and non-accredited private school programs will not be used for determining class standing or awards.

Participation in District Programs

The District shall allow a student enrolled in a private school or home-based educational program to enroll in not more than two courses in the high school during a school semester provided the following conditions are met:

- a. The student is eligible for high school admission;
- b. The student resides in the School District of Pittsville; and
- c. There is sufficient space in the classroom.

Students desiring to take courses must apply, in writing, to the principal. Applications: a) must include the student's name, the name of the course or courses requested and the signature of the student and his/her parent or guardian; b) may be submitted beginning after the first Monday in February for the fall semester and may be submitted beginning October 1 for the spring semester; and, c) must be submitted no later than six weeks prior to the start of the course.

At the elementary school level, home-based private education program/private school students may take art, general music and/or physical education classes. At the middle school level, they may take art, general music, physical education, technical education, foreign language, and/or family and consumer education classes. At both the elementary and middle school levels the opportunity to take these classes is to be determined by the building principal. The determination will be based on space availability.

Students will be notified about their application status no later than one week prior to the start of the course. Approval to attend a class applies only to the semester, year or other session in which the course is offered. Students must re-apply for each additional semester, year or other session.

Students will earn the same credit for courses as public school students. In all cases, the placement decision regarding specific course prerequisites and grade level placement will be the responsibility of the District.

The District shall accommodate requests from students enrolled in home-based private education programs/private schools to enroll in a co-curricular activity in the District where space is available and the District would not incur any additional cost due to such accommodation. The rules of the Wisconsin Interscholastic Athletic Association (WIAA) and other co-curricular activity regulatory entities will be followed where applicable when making decisions regarding student enrollment in a co-curricular activity.

School officials will obtain for the District the necessary emergency medical information about private school and home-based students who are participating in District courses or activities. This information may include whom the District should contact in the event of a medical emergency and if the student has a medical condition that the District should be aware of.

Appeals

A decision denying a request for admission to a course or transfer into a particular grade level may be appealed to the District Administrator. If not resolved at that level, an appeal may be made to the School Board.

High School Diplomas, Scholarships and Awards

Awards and scholarships are available to home-based private education program/private school students who have attended Pittsville High School for a minimum of four (4) full semesters, one of which must be the final semester before graduation.

A Pittsville High School diploma will be granted to home-based private education program/private school students who have completed all Pittsville High School Graduation requirements when determined/approved by the High School Principal.

Other

Instructional materials may be loaned by the District to home-based private education program/private school students. Requests for loan of instructional materials to home-based private education/private school students will be considered on an individual basis and may include fees.

Students will be charged the same course fees that full-time public school students are charged, if any.

Home-based private education program/private school students may, upon written request, participate in the District's system-wide achievement testing. Testing is to occur at school at the same time as the student's peer group is tested. It is the parent's responsibility to request test dates and places from the Director of Curriculum and Instruction and to provide transportation for the student.

Parents/guardians of home-based private education program/private school students will be notified about the District's designated directory data in the same manner as public school students, which is through the newspaper at the beginning of the school year.

Home-based private education program/private school students who are attending Pittsville School District under this policy must agree to abide by all District policies, rules and regulations. Students transferring to a District school or who are allowed to participate in District programs and/or activities will receive a copy of the student handbook, which contains some of the applicable policies, rules and regulations. Students may be removed and/or prohibited from attendance if their behavior interferes with the quality of the program or the rights of others.

LEGAL REFERENCE:

Wisconsin Statutes, Sections 115.001(3g), 115.001(3r), 118.145(4), 118.15(4), 118.1655(1)

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