



EDEN PRAIRIE SCHOOLS

Inspiring each student every day

August 2020

Dear Homeschool Parent:

As a reminder, the school district ONLY requires the following to register your Child as homeschooled in this district:

The Compulsory Report Form (Full Report) should be sent to my office if your child is starting homeschool, Or is either age 12 OR starting 7th grade. (letter of Intent to Continue) should be sent to my office if your child is continuing homeschool into the 2019-2020 school year. Any changes to your child's homeschool status can be done via email or letter to the district, but must be submitted by September 15th, 2020.

Updated Immunization Form is required if your child is starting 7th grade OR entering homeschool at the required compulsory starting at the age of 7.

Nationally Norm-Referenced Test: You are still required under the MN statute 1.2A.22 subdivision 11 to give your child a nationally norm-referenced standardized test. The school district only requires the name of the test that will be administered, not the results of the test. In your September reports, please indicate the name of the test that you are intending to administer to your child. The school district cannot dictate which test you must use but must be in agreement with you on the appropriateness of the test.

Driver Education: The district is no longer required to issue a letter from the superintendent's office verifying homeschool status for the purposes of starting driver's education; rather the Department of Transportation has the authority to verify your homeschool status with the school district.

For textbook funds eligibility: please complete the MDE Homeschool form along with the Registration Forms and return to our office by September 15, 2019. If received after September 15, your request for reimbursement cannot be honored.

Other changes that occurred with the Omnibus Bill in 2011 are: Quarterly Report Card submission to the school district is no longer required for parents without a college degree. Visits from the school district are also no longer a requirement. If you do intend to enroll your child into a public school, you will be required to submit documentation of the coursework, your school calendar, and standardized assessments so that the grade placement and/or public-school diploma is desired. As a reminder you will have to provide the type of documentation in the rare case of a child protection matter brought to the county; so, it is best for your protection to maintain this documentation anyway.

If you have any questions regarding Minnesota's homeschool policy, contact Cindy Jackson with the Minnesota Department of Education (MDE) at 651-582-8572. Any questions regarding homeschool registration with Eden Prairie School District contact Monica Kennett at 952-975-7043.

For information regarding graduation standards or transferring credits to Eden Prairie High School, please call the Guidance Department at 952-975-8000.

Sincerely,

Ashley Schaefer Ed.D

Coordinator of Special Programs

Nonpublic Schools, including Homeschools, Unaccredited by a Minnesota-recognized Accrediting Agency Full Report

The person or nonpublic school in charge of providing instruction to a child must submit a full report to the superintendent of the school district where the child resides. Please **do not** mail to the Minnesota Department of Education. Complete the information using this form or a written or electronic format of your choice. You will submit a Letter of Intent to Continue to Provide Instruction by October 1 in subsequent years.

Per [Minnesota Statutes, section 120A.24, subdivision 1](#), information in the full report must be submitted:

- By October 1 of the first school year the child receives instruction after reaching the age of 7;
- Within 15 days of when a parent withdraws a child from public school after age 7 to provide instruction in a nonpublic school that is not accredited by a state-recognized accredited agency;
- Within 15 days of moving out of a district; and,
- By October 1 after a new resident district is established.

Instructors

Primary Instructor Contact Information

Full Legal Name (Last, First, Middle)	
Street Address (No P.O. Box)	
Home Phone (Including Area Code)	
Other Phone (Including Area Code)	
Email Address	

Secondary Instructor Contact Information

Full Legal Name (Last, First, Middle)	
Street Address (No P.O. Box)	
Home Phone (Including Area Code)	
Other Phone (Including Area Code)	
Email Address	

Evidence of Instructor Qualifications

A person who is providing instruction to a child must meet at least one of the following requirements per [Minnesota Statutes, section 120A.22, subdivision 10](#):

- The instructor holds a valid Minnesota teaching license in the field and for the grade level taught (attach a copy of the license).
- The instructor is directly supervised by a person holding a valid Minnesota license (attach a copy of the license).
- The instructor has successfully completed a teacher competency examination.
- The instructor holds a baccalaureate degree (attach a copy of diploma/degree).
- The instructor is the parent, guardian or other person having legal custody of a child who is assessed according to the procedures in [Minnesota Statutes, section 120A.22, subdivision 11](#).

Accreditation

Is the nonpublic school accredited by an accrediting agency recognized by the Minnesota Nonpublic Education Council? If yes, please complete the table below.

Yes

No

Name of Accrediting Agency	Dates of Accreditation Term

Students

Attach immunization records or notarized statement of conscientious objection for each student. Update immunization information when each student reaches 7th grade (age 12). (Add additional sheets, as needed.)

Student(s) Full Legal Name	Date of Birth (mm/dd/yyyy)	Grade Level	Address

Proposed Annual Nationally Normed Achievement Test Plan

Instructors and superintendent must mutually agree on the proposed annual nationally normed achievement test(s). Iowa Test of Basic Skills, Iowa Tests of Education Development and Stanford Achievement Tests are available from the [University of Minnesota Statewide Testing Program](#), 612-626-0006. High school students may also consider the [ACT](#) college admissions test.

Nationally Normed Achievement Test	Student Name and Grade	Name of Test Administrator	Test Location	DISTRICT USE	
				Superintendent AGREES to this plan for the student(s) in the years specified	Superintendent DOES NOT AGREE: contact instructor immediately
Iowa Test of Basic Skills (ITBS), Grades K-8				<input type="checkbox"/>	<input type="checkbox"/>
Iowa Tests of Educational Development (ITED), Grades 9-12				<input type="checkbox"/>	<input type="checkbox"/>
Stanford Achievement Test (SAT-10), Grades K-12				<input type="checkbox"/>	<input type="checkbox"/>
Other:				<input type="checkbox"/>	<input type="checkbox"/>

Maintaining and Submitting Documentation and Scores

Per [Minnesota Statutes, section 120A.24, subdivision 2](#), the person or nonpublic school in charge of providing instruction to a child must maintain documentation indicating that the subjects required in section [120A.22, subdivision 9](#), are being taught and proof that the tests under section [120A.22, subdivision 11](#), have been administered. This documentation must include class schedules, copies of materials used for instruction, and descriptions of methods used to assess student achievement.

The parent of a child who enrolls full time in public school after having been enrolled in a nonpublic school that is not accredited by a state-recognized accrediting agency must provide the enrolling public school or school district with the child's scores on any tests administered to the child under section [120A.22, subdivision 11](#), and other education-related documents the enrolling school or district requires to determine where the child is placed in school and what course requirements apply. This paragraph does not apply to a shared time student who does not seek a public school diploma.

The person or nonpublic school in charge of providing instruction to a child must make the documentation in this subdivision available to the county attorney when a case is commenced under section [120A.26, subdivision 5](#); chapter 260C; or when diverted under chapter 260A.

Signature

Instructor Signature: _____

Date: _____

Letter of Intent to Continue to Provide Instruction

Per [Minnesota Statutes, section 120A.24, subdivision 1\(b\)](#), the person or nonpublic school in charge of providing instruction to a child between the ages of seven and 16 through 17 for which an initial report was filed pursuant to this subdivision must submit, by October 1 of each school year, a letter of intent to continue to provide instruction under this section for all students under the person's or school's supervision and any changes to the child's name, birthday, address of the child and the annual tests intended to be administered.

Complete the information using this form or a written or electronic format of your choice. If you have moved, you must file a new [Nonpublic Schools, Including Homeschools, Unaccredited by a Minnesota-recognized Accrediting Agency Full Report](#). Information in the Letter of Intent must be submitted to [the school district](#) by October 1 of each year after a Full Report has been filed in the same district. Please do NOT mail the letter of intent to the Minnesota Department of Education.

Date of Letter of Intent to Continue to Provide Instruction (mm/dd/yyyy): _____

Date Full Report was filed with this School District (mm/dd/yyyy): _____

Full Legal Name of Instructor (Last, First, Middle): _____

This letter indicates my intent to continue to provide instruction in the current school year.

- I DO NOT have changes to the information provided in the Full Report or communicated in a previous Letter of Intent to Continue to Provide Instruction.
- I DO have changes to information provided in the Full Report, and have updated the information as follows:
 - I have added students or student contact information has changed. *(Update 'New Students or Updated Student Information' on page 2 and 'Proposed Testing Plan' on page 3. Attach immunization records or notarized conscientious objection statement.)*
 - The proposed annual nationally normed achievement-testing plan for one or more students has changed. *(Complete 'Proposed Testing Plan' on page 3.)*
 - Student is now in 7th grade and/or age 12. *(Provide student's name and date of birth below. Attach updated immunization records or notarized conscientious objection statement.)*
 - I have discontinued instructing student(s) previously reported. *(Update 'Student(s) No Longer Being Instructed' in the table below.)*
 - My primary instructor qualifications changed. *(Attach explanation and documentation as required in the Full Report.)*
 - My primary or secondary instructor contact information changed. *(Update 'Instructor Contact Information' below.)*
 - We are no longer accredited by an agency recognized by the [Minnesota Nonpublic Education Council](#).

We are newly accredited by an agency recognized by the [Minnesota Nonpublic Education Council](#). (Update 'Accrediting Agency Information' below.)

New Student(s) or Updated Student Information

Student(s) Full Legal Name	Date of Birth (mm/dd/yyyy)	Grade Level	Address

Student(s) No Longer Being Instructed

Student(s) Full Legal Name	Date of Birth (mm/dd/yyyy)	Grade Level	Address

Instructor Contact Information

Instructor Role	Full Legal Name (Last, First, Middle)	Street Address	Phone Number (including area code)	Email Address
Primary Instructor				
Secondary Instructor (if applicable)				

Accrediting Agency Information

Name of Accrediting Agency	Dates of Accreditation Term

Proposed Annual Nationally Normed Achievement Test Plan

Instructors and superintendent must mutually agree on the proposed annual nationally normed achievement test(s). Iowa Test of Basic Skills, Iowa Tests of Education Development and Stanford Achievement Tests are available from the [University of Minnesota Statewide Testing Program](#), (612) 626-0006. High school students may also consider the [ACT](#) college admissions test.

Nationally Normed Achievement Test	Student Name and Grade	Name of Test Administrator	Test Location	DISTRICT USE	DISTRICT USE
				Superintendent AGREES to this plan for the student(s) in the years specified	Superintendent DOES NOT AGREE: contact instructor immediately
Iowa Test of Basic Skills (ITBS), Grades K-8				<input type="checkbox"/>	<input type="checkbox"/>
Iowa Tests of Educational Development (ITED), Grades 9-12				<input type="checkbox"/>	<input type="checkbox"/>
Stanford Achievement Test (SAT-10), Grades K-12				<input type="checkbox"/>	<input type="checkbox"/>
Other:				<input type="checkbox"/>	<input type="checkbox"/>

Maintaining and Submitting Documentation and Scores

Per [Minnesota Statute, section 120A.24, subdivision 2](#), the person or nonpublic school in charge of providing instruction to a child must maintain documentation indicating that the subjects required in section [120A.22, subdivision 9](#), are being taught and proof that the tests under section [120A.22, subdivision 11](#), have been administered. This documentation must include class schedules, copies of materials used for instruction, and descriptions of methods used to assess student achievement.

The parent of a child who enrolls full time in public school after having been enrolled in a nonpublic school that is not accredited by a state-recognized accrediting agency must provide the enrolling public school or school district with the child's scores on any tests administered to the child under section [120A.22, subdivision 11](#), and other education-related documents the enrolling school or district requires to determine where the child is placed in school and what course requirements apply. This paragraph does not apply to a shared time student who does not seek a public school diploma.

The person or nonpublic school in charge of providing instruction to a child must make the documentation in this subdivision available to the county attorney when a case is commenced under section [120A.26, subdivision 5](#); chapter 260C; or when diverted under chapter 260A.

Print Name of Person Submitting this Letter: _____

Signature: _____

Date (mm/dd/yyyy): _____

Alternative Form to Determine Eligibility for Federal Education Funding 2018-19

(School does not participate in the federal meal program)

Please Print

Parent Name: _____ Address: _____

City: _____ ZIP: _____ Phone: _____

School: _____

Children: Write the names of children attending this school. If you need more space, continue on the back of this form.

Name: _____ Grade: _____ Is he/she a Foster child? Yes No

Name: _____ Grade: _____ Is he/she a Foster child? Yes No

Name: _____ Grade: _____ Is he/she a Foster child? Yes No

Name: _____ Grade: _____ Is he/she a Foster child? Yes No

Total Household Income – Maximum

1. Circle your household size (all adults and children living with you) in the first column.
2. Circle your maximum household income (from the corresponding income column).

Household Size	\$ Per Year	\$ Per Month	\$ Twice Per Month	\$ Per 2 Weeks	\$ Per Week	Our Income is More
1	\$22,460	\$1,873	\$ 937	\$ 865	\$ 433	Yes
2	\$30,452	\$2,539	\$1,270	\$1,173	\$ 587	Yes
3	\$38,444	\$3,205	\$1,603	\$1,480	\$ 741	Yes
4	\$46,436	\$3,871	\$1,936	\$1,787	\$ 894	Yes
5	\$54,428	\$4,537	\$2,269	\$2,095	\$1,048	Yes
6	\$62,420	\$5,203	\$2,602	\$2,402	\$1,202	Yes
7	\$70,412	\$5,869	\$2,935	\$2,710	\$1,356	Yes
8	\$78,404	\$6,535	\$3,268	\$3,017	\$1,509	Yes
For each additional household member, add:	\$ 7,992	\$ 666	\$ 333	\$ 308	\$ 154	

3. Are you receiving assistance from:

a. Minnesota Family Investment Plan (MFIP) Yes No

b. Supplemental Nutrition Assistance Program (SNAP) Yes No

Verification: Federal Program auditors may request documentation of this information at any time during the school year.

Parent Signature: _____ Date: _____

Thank you for your help!



Student Immunization Form

Student's Name: _____

Date of Birth: _____

Student Number: _____

For School Use Only:

- Complete; Booster required in _____
- In Process; 8 mos. expires _____
- Medical Exemption for _____
- Conscientious Objection for _____
- Parent/Guardian Consent _____

Submit your child's current immunization record at time of registration.

OPTIONS TO SUBMIT IMMUNIZATION RECORDS:

1. Ask your clinic to fax immunization records to Central Registration at 952-975-7026
2. Ask your clinic to provide you with a copy of the immunization record and attach it to this form OR
3. Complete this form with dates of immunization.

Minnesota law requires children enrolled in school to be immunized against certain diseases or file a legal medical or conscientious exemption.

Parent/Guardian: You may attach a copy of the child's immunization history to this form OR enter the MONTH, DAY, and YEAR for all vaccines your child received. Enter MED to indicate vaccines that are medically contraindicated including a history of disease, or laboratory evidence of immunity and CO for vaccines that are contrary to parent or guardian's conscientiously held beliefs.

Sign or obtain appropriate signatures on reverse. Complete section 1A or 1B to certify immunization status and section 2A to document medical exemptions (including a history of varicella disease) and 2B to document a conscientious exemption.

Additionally, if a parent or guardian would like to give permission to the school to share their child's immunization record with Minnesota's immunization information system, they may sign section 3 (optional).

For updated copies of your child's vaccination history, talk to your doctor or call the Minnesota Immunization Information Connection (MIIC) at 651-201-5503 or 800-657-3970.

School Personnel: Be sure to initial and date any new information that you add to this form after the parent/guardian submits it. Also, record combination vaccines (e.g., DTaP+HepB+IPV, Hib+HepB) in each applicable space.

Type of vaccine	DO NOT USE (✓) or (x)	1st Dose MO/Day/Yr	2nd Dose MO/Day/Yr	3rd Dose MO/Day/Yr	4th Dose MO/Day/Yr	5th Dose MO/Day/Yr
Required (The shaded boxes indicate dose that are not routinely given; however, if your child has received them, please write the date in the shaded box.)						
Diphtheria, Tetanus, and Pertussis (DTaP, DTP, DT) • for children age 6 years and younger • final dose on or after age 4 years						5th dose not required if 4th dose was given on or after the 4th birthday
Tetanus and Diphtheria (Td) • for children age 7 years and older • 3 doses of Td required for children not up to date with DTaP, DTP, or DT series above						
Tetanus, Diphtheria and Pertussis (Tdap) • for children in 7th - 12th grade						
Polio (IPV, OPV) • final dose on or after age 4 years					4th dose not required if 3rd dose was given on or after the 4th birthday	
Measles, Mumps, and Rubella (MMR) • minimum age: on or after 1st birthday						
Hepatitis B (hep B)						
Varicella (chickenpox) • minimum age: on or after 1st birthday • vaccine or disease history required						
Meningococcal (MCV, MPSV) • for children in 7th - 12th grade • booster given at age 16 years						
Recommended						
Human Papillomavirus (HPV)						
Hepatitis A (hep A)						
Influenza (annually for children 6 months and older)						

Additional Exemptions:

- Children 7 years of age and older: A history of 3 doses of DTaP/DTP/DT/Td/Tdap and 3 doses of polio vaccine meets the minimum requirements of the law.
- Students in grades 7-12: A Tdap at age 11 years or later is required for students in grades 7-12. If a child received Tdap at age 7-10 years another dose is not needed at age 11-12 years. However, if it was only a Td, a Tdap dose at age 11-12 years is required.
- Students 11-15 years of age: a 3rd dose of hepatitis B vaccine is not required for students who provide documentation of the alternative 2-dose schedule.
- Students 18 years of age or older: Do not need polio vaccine.



Student Immunization Form

Student's Name: _____

Instructions, please complete:

Box 1 to certify the child's immunization status

Box 2 to file an exemption (medical or conscientious)

Box 3 to provide consent to share immunization information (optional)

1. Certify Immunization Status. Complete A or B to indicate child's immunization status

A. Received all required immunizations:

I certify that this student has received all immunizations required by law.

B. Will complete required immunizations within the next 8 months:

I certify that this student has received at least one dose of vaccine for diphtheria, tetanus, and pertussis (if age-appropriate), polio, hepatitis B, varicella, measles, mumps, and rubella and will complete his/her diphtheria, tetanus, pertussis, hepatitis B, and/ or polio vaccine series within the next 8 months.

The dates on which the remaining doses are to be given are:

Signature of Parent/Guardian or Physician/Public Clinic	Date	Signature of Physician/Public Clinic	Date
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2. Exemptions to School Immunization Law. Complete A and/or B to indicate type of exemption

A. Medical exemption:

No student is required to receive an immunization if they have a medical contraindication, history of disease, or laboratory evidence of immunity. For a student to receive a medical exemption, a physician, nurse practitioner, or physician assistant must sign this statement:

I certify the immunization(s) listed below are contraindicated for medical reasons, laboratory evidence of immunity, or that adequate immunity exists due to a history of disease that was laboratory confirmed (for varicella disease see * below). List exempted immunizations:

B. Conscientious exemption:

No student is required to have an immunization that is contrary to the conscientiously held beliefs of his/her parent or guardian. However, not following vaccine recommendations may endanger the health or life of the student or others they come in contact with. In a disease outbreak schools may exclude children who are not vaccinated in order to protect them and others. To receive an exemption to vaccination, a parent or legal guardian must complete and sign the following statement and have it notarized:

I certify by notarization that it is contrary to my conscientiously held beliefs for my child to receive the following vaccine(s):

Signature of physician/nurse practitioner/physician assistant	Date	Signature of parent/legal guardian	Date
*History of varicella disease only. In the case of varicella disease, it was medically diagnosed or adequately described to me by the parent to indicate past varicella infection in _____ (year).		Subscribed and sworn to before me this _____ day of _____ 20____	
Signature of physician/nurse practitioner/physician assistant (if disease occurred before September 2010, a parent can sign.)		Signature of notary	

3. Parental/Guardian Consent to Share Immunization Information (optional)

You child's school is asking your permission to share your child's immunization documentation with MIIC, Minnesota's immunization information system, to help better protect students from disease and allow easier access for you to retrieve your child's immunization record. You are not required to sign this consent; it is voluntary. In addition, all the information you provide is legally classified as private data and can only be released to those legally authorized to receive it under Minnesota law.

I agree to allow school personnel to share my student's immunization documentation with Minnesota's immunization information system.

Signature of parent or legal guardian	Date
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EDEN PRAIRIE SCHOOLS

Shared -Time Students

To be filled out and returned if student intends to take classes or receive services from public schools.

Student Information:

_____/_____/_____
Last Name, First Name, Middle Name Birthdate Grade Level

House Number Street Name Apt/Unit # City State Zip Code

Head of the Household Name:

Last Name, First Name, Middle Initial Relationship to Student Home Phone

School Servicing Student:

Services/Classes Student Will be Receiving/Attending:

*Additional phone numbers where parent/guardian can be reached in case of emergency

Last Name, First Name, Middle Initial Relationship to Student Phone



EDEN PRAIRIE SCHOOLS
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Request Form for District Pupil Health Services

For School Year Ending June 2021

The State of Minnesota has authorized local public-school districts to allow pupils attending a nonpublic school (including home schools), established and operating within the school district boundaries, access to the existing district Pupil Health Services program. These services must be requested by, or on behalf of the pupil **no later than September 15, 2020.**

Last Name, First Name, Middle Initial (Pupil) Grade Level

Name of School

Please Indicate, by placing an "X" in the appropriate box below, whether or not you request these items this school year.

I do request that the district's Pupil Health Services program be made available to the above pupil this school year.

I do not wish to request Pupil Health Services this school year.



EDEN PRAIRIE SCHOOLS

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Request Form for District Secondary Guidance/ Counseling Services

For School Year Ending June 2021

The State of Minnesota has authorized local public-school districts to allow pupils attending a nonpublic school (including home schools), established and operating within the school district boundaries, access to the existing district Secondary Pupil Guidance and Counseling Services. These services must be requested by, on behalf of the pupil, **no later than September 15, 2020.**

Last Name, First Name, Middle Initial (Pupil) Grade Level

Name of School

Please Indicate, by placing and "X" in the appropriate box below, whether or not you request these items this school year

I do request that the district's
Secondary Pupil Guidance and
Counseling be made available to the
above pupil this school year.

I do not wish to request Secondary
Pupil Guidance and Counseling
Services this school year

Signature of Pupil, Parent/Guardian

Date



MINNESOTA DEPARTMENT OF PUBLIC SAFETY
DRIVER AND VEHICLE SERVICES
445 Minnesota St., Saint Paul, MN 55101
Phone: (651) 201-7626 TTY: (651) 282-6555
dvs.dps.mn.gov

Home School Driver's Education Affidavit

Print the completed form and either mail it to Driver and Vehicle Services, 445 Minnesota Street, Suite 176, St. Paul, Minnesota 55101-5176 or fax it to (651) 296-5316.

This affidavit cannot be accepted more than 30 days before your child's 15th birthday.

I certify that my child is currently receiving full-time instruction in a home school within the meaning of Minnesota Statutes, sections 120A.22 and 120A.24, and is working toward a home school diploma, and has completed a minimum of 30 hours of driver training classroom instruction using materials approved by the commissioner of public safety pursuant to Minnesota Statutes, section 171.05.

Student's Full Legal Name: _____
First Middle Last

Student's Date of Birth: _____

Name of approved classroom materials used: _____

Parent's Name: _____

Street Address: _____

City: _____ State: _____ Zip code: _____

Phone Number: _____

Name of School District: _____

School District Phone Number: _____

I consent to the verification of the above-mentioned student's home school status with the above-mentioned resident school district by telephone or other electronic means. I acknowledge that making false statements in this document is unlawful and is subject to sanctions pursuant to Minnesota Statutes, sections 171.17, 171.22 and other relevant laws.

Parent's Signature _____

Date: _____

For office use only:
Date processed: _____
Approved by: _____