



BISMARCK  
PUBLIC SCHOOLS

# Home Education Handbook

Revised June 2024

## Foreword

Home education has positioned itself as one of several means by which parents can fulfill their responsibility for educating their children. The ND legislature has enacted laws to ensure that the state's responsibilities and legitimate interests in this endeavor are also guaranteed and protected. Towards that end, the state has delegated certain responsibilities to local school districts to work with home educators to assure that all ND students are receiving a quality education.

The Bismarck Public School District has prepared this handbook to assist home educators. The handbook provides information, explains procedures, and answers some common questions home educators have regarding home education.

The Bismarck Public School District adheres to all the Home Education requirements set forth in NDCC 15.1-23.

### **What is home education?**

An educational program for a child supervised by the child's parent/legal guardian. Participation in this program legally fulfills the compulsory instruction requirements of state law. (N.D. Century Code 15.1-23-01)

#### **15.1-23-01. Definitions.**

1. "Home education" means a program of education supervised by a child's parent in accordance with the requirements of this chapter.
2. "Parent" includes a child's legal guardian.
3. "Supervise" means the selection of materials, determination of an educational philosophy, and oversight of the method, manner, and delivery of instruction.

#### **15.1-23-02. Documents – Statement of Intent to Home Educate**

Parent/legal guardian must submit a STATEMENT OF INTENT TO SUPERVISE HOME EDUCATION (SFN 16909) annually with the Home Education department of Bismarck Public Schools at least five days before beginning home education or within fourteen days of establishing a child's residence in the school district.

The Statement of Intent to Supervise Home Education must be accompanied by a copy of:

Proof of the child's identity i.e., birth certificate, passport

Proof of child's immunization

Proof of parent's qualification i.e., high school diploma, GED, college diploma/transcript

Additional documentation is required for students with disabilities (see section **15.2-23-13, 14, 15**).

#### **15.1-23.03 Parent Qualifications**

Only a child's parent/legal guardian can submit a STATEMENT OF INTENT TO SUPERVISE HOME EDUCATION (SFN 16909) and holds the responsibility for overseeing all aspects of the child's education.

A parent may supervise a program of home education if the parent holds a high school diploma or general education diploma (GED).

Parents who do not hold a high school diploma or general education diploma may home educate their child if they are monitored by a ND certified teacher for two years **15.1-23-06**. The school district shall assign and compensate an individual to monitor a child receiving home education unless the parent notifies the school district that the parent shall select and compensate an individual to monitor the child. The monitor must be licensed or approved to teach by the North Dakota education standards and practices board. **15.1-23-07**.

#### **15.1-23-04. Home education - Required subjects - Instructional time.**

A parent supervising Home Education shall include instruction in those subjects required by law to be taught to public school students. The instruction must have a duration of at least four hours each day for a minimum of one hundred seventy-five days each year.

**15.1-23-05. Home education - Academic records.**

A parent supervising Home Education shall maintain an annual record of courses taken by the child and the child's academic progress assessments, including any standardized achievement test results. If the child transfers to a public school district, the parent shall furnish the record, upon request, to the school district superintendent or other administrator.

**15.1-23-08, 09, 10, 11, 12: Standardized Assessment**

Standardized achievement tests must be given to each child receiving home education in grades four, six, eight, and ten (N.D. Century Code 15.1-23-09).

Towards meeting this requirement, Bismarck Public Schools provides, at no cost, the Measures of Academic Progress Assessment, and the ND State Assessment. Parents will be notified of specific testing instructions and dates. If the Statement of Intent indicates the parent is claiming exemption to testing, they will not receive this notification.

If the parent selects a qualified individual to administer a standardized assessment of their choosing, the cost is the responsibility of the child's parent. The test needs to be a nationally normed achievement test. Results must be filed with the Home Education department of Bismarck Public Schools.

If the child's basic overall composite score on a standardized achievement test is less than the thirtieth (30) percentile nationally, BPS will contact the parent to discuss next steps.

**15.1-23-13: Home education Disabilities**

A parent is required to file with the Home Education department at Bismarck Public Schools a Services Plan that demonstrates how the child's special education needs are being addressed by persons qualified to provide the service. The parent may develop the service plan privately or through the school district.

If a parent fails to file a services plan as required by this section, the parent is deemed to be in violation of the compulsory school attendance provisions and may no longer supervise the home education of the child.

A parent supervising home education for a child with a developmental disability shall file progress reports prepared in conjunction with their service providers on or before November 1, February 1 and May 1 **15.1.23-14 & 15.**

**15.1-23-16. Participation in extracurricular activities.**

A child receiving home education may participate in extracurricular activities through Bismarck Public Schools. The same standards for participation in extracurricular activities as those required of full-time students applies.

Notification of extracurricular activities participation must be stated on the Statement of Intent to Home Educate required by section 15.1-23-02. The child is subject to the transfer rules as provided in the constitution and bylaws of the North Dakota high school activities association.

**The Bismarck Public Schools (BPS) Home Education policies outline the framework for students who are home educated and their participation in classes and activities at BPS campuses. Below are key points from the policies FDA, FDA-AR and GDA.**

### **Enrollment in Bismarck Public Schools Classes**

Students can be both home educated and enrolled in classes at their resident BPS campus and at the Career Academy and Technology Center.

The Statement of Intent to Home Educate must specify the classes the child will attend at the home school.

Students can only take classes at their resident school or at the Career Academy and Technology Center (no enrollment at other BPS campuses).

### **Transferring from Home Education to Bismarck Public Schools Policy FDA and FDA-AR**

Parents of students transferring from home education to BPS must provide:

- A record of courses taken and course objectives.

- A record of the child's progress, including assessments and standardized test results.

Students without educational records will undergo an assessment to determine the appropriate course and grade placement.

### **Bismarck Public Schools Issued Diplomas Policy GDA**

BPS grants diplomas only to students who meet both North Dakota state requirements and BPS district requirements.

To qualify for a BPS high school diploma, students must complete at least five half-units or 2.5 semester credits at a BPS high school during the last semester before graduation.

### **Curriculum Materials**

Parents are responsible for selecting and purchasing curriculum materials for home education.

Some resources are available through the Library Media Office (LMO) at the Hughes Educational Center in Bismarck.

These policies provide a structured approach to integrating home education with the public school system while maintaining specific requirements for class participation and diploma eligibility.

**If your child is experiencing learning difficulties, please contact the Bismarck Public School Home Education department for additional information and support.**