

# HOME SCHOOL ACTIVITY, POLICY & PROCEDURAL FORMS

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# ASAA GUIDELINES FOR SCHOOL ADMINISTRATORS WHEN IMPLEMENTING AS 14.30.365 IN ASAA MEMBER SCHOOLS

Alaska Statute, AS 14.30.365, also called the "Home School Law" goes into effect on July 1, 2013. This law will permit students who are enrolled in "alternative education programs" and accredited home schools as defined under AS 14.30.365, and who are otherwise eligible to participate in high school interscholastic activities, to request a "school of eligibility" within a public school district **or at a religious or private school**. The following suggestions and guidelines have been developed to aid school administrators in fully implementing the "letter and the spirit" of the law. For further clarification contact ASAA or your district level administration.

**It is important to fully understand the definitions of "alternative education program" and "accredited" under the statute so that there is no confusion as the implementation date approaches.**

**"Alternative Education Program":** The Association adopts the statutory definition, in AS 14.30.365 (c)(1), of "alternative education program" as a public secondary school that provides a nontraditional education program, including the Alaska Military Youth Academy; a public vocational, remedial or theme-based program; a home school program that is accredited, as defined in this section, a charter school authorized under AS 14.03.250-14.03.290; and a statewide correspondence school that enrolls students that reside outside of the district in which the student resides and provides less than 3 hours a week of scheduled face-to-face student interactions in the same location with a teacher who is certified under AS 14.20.020.

**"Accredited":** For purposes of determining whether a home school program is "accredited" such as to qualify as an alternative education program herein, the State Department of Education and Early Development (DEED) **has identified** agencies and organizations which accredit home school programs which have standards similar to Alaska's standards; the Association shall regard as "accredited" those home school programs which have been accredited by such agencies and organizations. **Note: See list of accreditation agencies at <http://asaa.org/home-school/>** A private home school which does not seek accreditation by such agencies or organizations may seek accreditation by completing a self-study through DEED, and will be deemed to be accredited if DEED determines that the home school meets the 14 standards for an accredited school.

**Important Note:** The statute will not affect the eligibility of high school students who are currently enrolled in ASAA member school districts' alternative programs such as charter schools, vocational schools, and district home school or correspondence programs.

## Background Information

The statute goes into effect on July 1, 2013 throughout the state.

ASAA worked closely with school districts in 2012 to make the necessary amendments to ASAA Bylaws and Policies to pave the way for full implementation with a minimum of problems in 2013-14.

It is recommended that school districts adopt policies and procedures based on the statute and ASAA Bylaws and Policies.

## Implementation

It is recommended that school districts, prior to the beginning of the school year, provide public notice of the eligibility rules and of the opportunity for alternative education program students to pre-register for high school participation at a "school of eligibility," so that the eligibility of these students can be verified prior to the first day of practice of a specific activity season.

ASAA requires schools to keep records of all students participating under this statute because they will be used to determine future school classification and ASAA dues, beginning in 2014-15.

ASAA has developed two checklists to assist parents/students and school administrators in understanding the statute and in determining student eligibility. They are found separately under the titles:

- **ASAA Eligibility Checklist for High School Students Enrolled in Alternative Ed. Programs**
- **ASAA Eligibility Checklist for School Administrators**

## **ASAA GUIDELINES FOR SCHOOL ADMINISTRATORS WHEN IMPLEMENTING AS 14.30.365 IN ASAA MEMBER SCHOOLS**

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All parties will find these helpful in facilitating the process of determining the eligibility of “alternative education program” students.

“Alternative education program” students must meet all ASAA and member school district eligibility requirements with the exception of regular attendance at the “school of eligibility.” Schools which permit “ineligible” students to participate will be subject to penalty under ASAA Bylaws.

### **ASAA Eligibility Requirements for “Alternative Education Program” Students**

Students must physically reside within the attendance area of your school, or if not, have received approval of your school’s governing body to establish your school as the “school of eligibility.”

Students must be enrolled in grades 9-12 in an “alternative education program” as defined in AS 14.30.365.

Students must be enrolled in at least the minimum number of classes according to ASAA and school district enrollment requirements.

Students must meet or exceed ASAA’s Semester Credit Rule for the immediately preceding semester, including the GPA requirement.

Students must not have transferred directly from a member school to start the 2013-14 school year (transfers will require a 90 school day period of ineligibility).

Students must not have been enrolled in high school for more than eight consecutive semesters since first enrolling in ninth grade; and students may not compete in a specific high school sport or activity for more than 4 seasons.

Students will not turn 19 years of age on or before August 1, 2013.

In accordance with ASAA Bylaws, students must be amateurs in each sport and activity in which they want to participate.

Students must not have been recruited by a person who coaches at the “school of eligibility” or by another school representative.

In accordance with ASAA Bylaws, students must have submitted to a sports physical exam within the prior twelve months and agree to provide a copy to the school.

If they are hockey players, students must be aware of the limitations on non-school participation during the high school under ASAA’s Dual Participation Supplemental Rule for hockey.

Students are aware of and agree to comply with ASAA’s “Play for Keeps” tobacco, alcohol and drug (TAD) education program.

Students are aware of and agree to comply with ASAA’s or the school district’s Concussion Awareness/Education/Management Program.

*It is recommended that the administrator explain to students that the statute does not guarantee that they will be chosen by coaches to fill spots on competitive teams.*

*If the member school decides to charge a participation fee for “alterative education program” students, ASAA encourages the adoption of a “fair share” policy.*

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# ASAA ELIGIBILITY CHECKLIST FOR SCHOOL ADMINISTRATORS

This document has been developed by ASAA to aid member school administrators who will have the responsibility of determining the eligibility status of “alternative education students” as defined in AS 14.30.365 (c)(1) (see page 3), who have identified your school as their requested “school of eligibility.”

**REGISTER:** Before being eligible to participate in high school interscholastic activities, an “alternative education student” must register with the ASAA member school at which he/she is requesting to participate. This will be called the “school of eligibility.” School districts are encouraged to adopt a policy which provides public notice and a period of pre-registration.

**DEMONSTRATE ELIGIBILITY:** An “alternative education student” must demonstrate eligibility by providing verifiable written evidence of meeting ASAA and school district student eligibility requirements.

**NOTE:** Please review the following checklist with the student and parents. Unchecked boxes will likely mean that the student has NOT demonstrated eligibility.

The student is officially enrolled in grades 9-12 in an “alternative education program” as defined on page 3 of this document.

If student is officially enrolled in an “accredited” home school, the “accreditation agency” has been recognized by the Alaska DEED as defined on page 3.

Name of accreditation agency. \_\_\_\_\_

The student’s residence is physically located within the attendance area of my school; or if not, the student has requested to participate at my school and has received approval of my school’s governing body to do so.

The student is currently enrolled in at least 5 semester units of credit, or the equivalent, each of which counts toward graduation through the student’s alternative education program. (exception for Seniors – see Enrollment on page 3).

The student passed at least 5 semester units of credit, or the equivalent, which count toward graduation, with at least an overall 2.0 GPA for the previous semester (exception for incoming Freshman and Seniors - see Previous Semester Credits on page 3).

The student is not seeking to transfer eligibility from another ASAA member school to my “school of eligibility.” Any request to transfer the student’s eligibility from another member high school will be subject to ASAA’s transfer rule, Bylaw Article 12, Section 9.

The student has not been enrolled in high school for more than eight consecutive semesters since first enrolling in 9th grade. (For definition of “consecutive” see page 3). Also, the student has not previously participated for four seasons in a sport or activity for which he/she is seeking eligibility.

The student will not turn 19 on or before August 1, 2013.

The student is an amateur in each sport and activity in which he/she wants to participate in accordance with ASAA Bylaw Article 8.

# ASAA ELIGIBILITY CHECKLIST FOR SCHOOL ADMINISTRATORS

- The parent and student affirm that he/she has not been recruited by a coach at my school, nor by any other school representative, to play on a team at my "school of eligibility." If the student is a hockey player, he/she understands that ASAA's Supplemental Rules limit playing on a non-school hockey team during the high school season.
- The student has had a sports physical exam within the prior 12 months, and agrees to provide a copy of such to my "school of eligibility."
- The student and parent are aware that participation in ASAA's "Play for Keeps," tobacco, alcohol and drug (TAD) education program is a requirement of eligibility.
- The student and parent are aware that participation in ASAA's Concussion Education/Awareness/Management Program for student-athletes is a requirement of eligibility.
- The student and parent understand that AS 14.30.365 does not guarantee the student a position on a school team.
- The student and parent understand that my "school of eligibility" may charge a fee, on a "fair share" basis, for participation in an interscholastic sport or activity as defined in AS 14.30.365.
- The student and parent understand that the student must remain eligible, according to ASAA rules and those of the governing body of my "school of eligibility," in order to participate in high school interscholastic activities. Schools which permit "ineligible" students to participate will be subject to penalties in accordance with ASAA Bylaws.

## DEFINITIONS:

**"Alternative Education Program":** The Association adopts the statutory definition, in AS 14.30.365 (c)(1), of "alternative education program" as a public secondary school that provides a nontraditional education program, including the Alaska Military Youth Academy; a public vocational, remedial or theme-based program; a home school program that is accredited, as defined In this section, a charter school authorized under AS 14.03.250-14.03.290; and a statewide correspondence school that enrolls students that reside outside of the district in which the student resides and provides less than 3 hours a week of scheduled face-to-face student interactions in the same location with a teacher who is certified under AS 14.20.020.

**"Accredited":** For purposes of determining whether a home school program is "accredited" such as to qualify as an alternative education program herein, the State Department of Education and Early Development (DEED) has identified agencies and organizations which accredit home school programs which have standards similar to Alaska's standards; the Association shall regard as "accredited" those home school programs which have been accredited by such agencies and organizations. Note: See list of accreditation agencies at <http://asaa.org/home-school/> A private home school which does not seek accreditation by such agencies or organizations may seek accreditation by completing a self-study through DEED, and will be deemed to be accredited if DEED determines that the home school meets the 14 standards for an accredited school.

The **"School of Eligibility"** shall be the public school that, (1) based on the residence of the parent or legal guardian, the student would be eligible to attend were the student not enrolled in an alternative education program; or (2) at which the student requests to participate, if (A) the student shows good cause, as determined by the governing body of the

# ASAA ELIGIBILITY CHECKLIST FOR SCHOOL ADMINISTRATORS

Public School the student would be eligible to attend were the student not enrolled in an alternative education program and (B) the governing body of the school in which the student seeks to participate in interscholastic activities approves.

*Or, a religious or other private school regulated under this chapter that, (1) the student would be eligible to attend were the student not enrolled in an alternative education program; and (2) at which the student requests to participate, if the administrator of the school approves.*

**“Enrollment”** - Seniors who are “on track” to graduate and who have passed all parts of the HSGQE, when required by statute, must be enrolled in at least four one credit courses, or semester units or the equivalent, each of which counts toward graduation.

**“Previous Semester Credits”** – All incoming, first year Freshmen, are eligible. All first semester Seniors must have passed at least five-one credit courses, or semester units or the equivalent, which count toward graduation, during the immediately preceding semester. All second semester Seniors who are on track to graduate, must have passed at least four-one credit courses, or semester units or the equivalent, which count toward graduation, during the immediately preceding semester.

**“Consecutive”** semesters include all semesters, including semesters in which the student is enrolled in any school or is enrolled in another school, after the student’s initial entry in 9th grade.

## STUDENT INFORMATION SHEET

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Student Name

Parents Name

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Student Signature

Parent Signature

---

Home Address

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Phone Number

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Email

Name of alternative education program (ie. IDEA)

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If a home school, it is accredited by

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# ASAA ELIGIBILITY CHECKLIST FOR HIGH SCHOOL STUDENTS ENROLLED IN ALTERNATIVE EDUCATION PROGRAMS AS DEFINED IN AS 14.30.365 (C) (1)

Before you participate in high school interscholastic activities, you must be eligible and you must register with the ASAA “school of eligibility” at which you are requesting to participate. Please review the following checklist with your parents. Unchecked boxes will likely mean that you are NOT eligible. For questions, see the principal or athletic director at your requested “school of eligibility.”

- I am officially enrolled in grades 9-12 in an “alternative education program” as defined on page 3 of this document.  
  
If I am officially enrolled in an “accredited” home school, my school is accredited by the following agency as defined on page 3. \_\_\_\_\_
- My residence is physically located within the attendance area of my requested “school of eligibility;” or I have requested to participate at another school and have received approval of that school’s governing body to do so.
- I am currently enrolled in courses totaling at least 5 semester units of credit or the equivalent, each of which counts toward graduation through my alternative education program. (exception for Seniors – see Enrollment on page 3).
- I passed 5 semester units of credit or the equivalent, which count toward graduation, with at least an overall 2.0 GPA, during last semester’s grading period (for exceptions for incoming Freshman and Seniors, see Previous Semester Credits on page 3).
- I understand that once I have established my “school of eligibility,” any subsequent request to transfer my eligibility to another high school will be subject to ASAA’s transfer rule, Bylaw Article 12, Section 9.
- I have not been enrolled in high school for more than eight consecutive semesters since first enrolling in 9th grade. (For definition of “consecutive” see page 3). Also, I have not previously participated for four seasons in a sport or activity for which I am seeking eligibility.
- I will not turn 19 on or before August 1, 2013.
- I am an amateur in each sport and activity in which I want to participate in accordance with ASAA Bylaw Article 8.
- I have not been recruited by a school coach or other school representative to play on a team at my “school of eligibility.” If I’m a hockey player, I understand that ASAA’s Supplemental Rules limit playing on a non-school hockey team during the high school season.



# ASAA ELIGIBILITY CHECKLIST FOR HIGH SCHOOL STUDENTS ENROLLED IN ALTERNATIVE EDUCATION PROGRAMS AS DEFINED IN AS 14.30.365 (C) (1)

- I have had a sports physical exam within the prior 12 months, and I agree to provide a copy of this to my chosen "school of eligibility."
- I am aware of and agree to participate in ASAA's "Play for Keeps," tobacco, alcohol and drug (TAD) education program as a requirement of eligibility.
- My parents/guardians and I are aware of ASAA's Concussion Education/Awareness/Management Program for student-athletes and will comply with its requirements.
- My parents/guardians and I understand that AS 14.30.365 does not guarantee that I will be selected to fill a spot on a team.
- I understand that "schools of eligibility" may charge a fee, on a "fair share" basis, for my participation in an interscholastic sport or activity.
- I understand that in order to participate in high school interscholastic activities, I must remain eligible according to ASAA rules and those of the governing body of my "school of eligibility" which may be more strict than ASAA's.

\_\_\_\_\_  
Student Name Parent Name

\_\_\_\_\_  
Student Signature Parent Signature

\_\_\_\_\_  
Student Date Parent/Guardian Date

\_\_\_\_\_  
School of Eligibility School District

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## DEFINITIONS:

**"Alternative Education Program":** The Association adopts the statutory definition, in AS 14.30.365 (c)(1), of "alternative education program" as a public secondary school that provides a nontraditional education program, including the Alaska Military Youth Academy; a public vocational, remedial or theme-based program; a home school program that is accredited, as defined in this section, a charter school authorized under AS 14.03.250-14.03.290; and a statewide correspondence school that enrolls students that reside outside of the district in which the student resides and provides less than 3 hours a week of scheduled face-to-face student interactions in the same location with a teacher who is certified under AS 14.20.020.

**"Accredited":** For purposes of determining whether a home school program is "accredited" such as to qualify as an alternative education program herein, the State Department of Education and Early Development (DEED) has identified agencies and organizations which accredit home school programs which have standards similar to Alaska's standards; the Association shall regard as "accredited" those home school programs which have been accredited by such agencies and organizations. Note: See list of accreditation agencies at <http://asaa.org/home-school/> A private home school which does not seek accreditation by such agencies or organizations may seek accreditation by completing a self-study through DEED, and will be deemed to be accredited if DEED determines that the home school meets the 14 standards for an accredited school.

The **"School of Eligibility"** shall be the public school that, (1) based on the residence of the parent or legal guardian, the student would be eligible to attend were the student not enrolled in an alternative education program; or (2) at which the student requests to participate, if (A) the student shows good cause, as determined by the governing body of the Public School the student would be eligible to attend were the student not enrolled in an alternative education program and (B) the governing body of the school in which the student seeks to participate in interscholastic activities approves.

*Or, a religious or other private school regulated under this chapter that, (1) the student would be eligible to attend were the student not enrolled in an alternative education program; and (2) at which the student requests to participate, if the administrator of the school approves.*

**"Enrollment"** - Seniors who are "on track" to graduate and who have passed all parts of the HSGQE, when required by statute, must be enrolled in at least four one credit courses, or semester units or the equivalent, each of which counts toward graduation.

**"Previous Semester Credits"** – All incoming, first year Freshmen, are eligible. All first semester Seniors must have passed at least five-one credit courses, or semester units or the equivalent, which count toward graduation, during the immediately preceding semester. All second semester Seniors who are on track to graduate, must have passed at least four-one credit courses, or semester units or the equivalent, which count toward graduation, during the immediately preceding semester.

**"Consecutive"** semesters include all semesters, including semesters in which the student is enrolled in any school or is enrolled in another school, after the student's initial entry in 9th grade.

# LIST OF ACCREDITATION AGENCIES RECOGNIZED BY THE ALASKA DEPARTMENT OF EDUCATION AND EARLY DEVELOPMENT (DEED)

This list is intended to provide information to families who are schooling their students under the "alternative education program" definition of AS 14.30.365, "accredited home school." The Alaska Department of Education and Early Development (DEED) has listed regional accreditation agencies that it will "recognize" as per the language in the statute. While the list was complete on March 11, 2013, other accreditation agencies might be considered in the future so the list could be expanded. DEED suggests that if parents find that their home school is accredited by a different agency, they should contact DEED for a review it to see if it meets the State's standards.

## 1. New England Association of Schools and Colleges (NEASC)

<<http://www.neasc.org/>><http://www.neasc.org/> < <<http://www.neasc.org/>> <http://www.neasc.org/>>

## 2. Middle States Association of Colleges and Schools (MSA-CESS)

<<http://www.msaccess.org/RelId/33637/ISvars/default/Home.htm>><http://www.msa-cess.org/RelId/33637/ISvars/default/Home.htm> < <<http://www.msa-cess.org/RelId/33637/ISvars/default/Home.htm>><http://www.msa-cess.org/RelId/33637/ISvars/default/Home.htm>>

## 3. Western Association of Schools and Colleges (WASC)

<<http://www.acswasc.org/affiliations.htm>><http://www.acswasc.org/affiliations.htm> <<http://www.acswasc.org/affiliations.htm>><http://www.acswasc.org/affiliations.htm>>

*The following 3 regions have associated themselves with Advanc-Ed and their standards and administration are now processed through that entity: Advanc-Ed* <<http://www.advanc-ed.org/>>

## 4. North Central Association, Commission of Accreditation and School Improvement

<<http://www.ncacasi.org/>><http://www.ncacasi.org/> < <<http://www.ncacasi.org/>> <http://www.ncacasi.org/>>

## 5. Southern Association of Colleges and Schools

<<http://www.sacs.org/>><http://www.sacs.org/> < <<http://www.sacs.org/>> <http://www.sacs.org/>>

## 6. Northwest Association of Schools and Colleges

<<http://www.northwestaccreditation.org/northwest-partnerships>><http://www.northwestaccreditation.org/northwest-partnerships> < <<http://www.northwestaccreditation.org/northwest-partnerships>><http://www.northwestaccreditation.org/northwest-partnerships>>

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- Additional passengers increase the risk of a fatal crash for 16- and 17-year old drivers
- You can learn more at [DrivingSkillsForLife.com](http://DrivingSkillsForLife.com)

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