



Office of Curriculum, Instruction and Assessment

Emilys Peña, Assistant Superintendent
110 Pleasant Street, 2nd Floor
Malden, MA 02148

Phone: 781-397-6008 Ext. 2205
Email: epena@maldenps.org

HOME EDUCATION PROPOSAL MALDEN PUBLIC SCHOOLS, MALDEN MASSACHUSETTS

Directions: Complete this form and attach any supporting documents. Forward the form at least 20 days prior to the planned start of a home education program to:

Malden Public Schools
c/o Emily Jodoin, District Specialized Services Coordinator
110 Pleasant Street, Malden, MA 02148
Email: ejodoin@maldenps.org

A. Parents / Guardians' name (s), address, phone number & email:

Name: _____

Address: _____

Phone number: _____

Email: _____

B. Name(s) of the student(s) who will be taught at the above-designated home and current comparable public school grade level(s).

Name _____ Grade _____ DOB _____

Name _____ Grade _____ DOB _____

Name _____ Grade _____ DOB _____

C. Period of time for which approval is sought: _____ through _____
Month/Year Month/Year

- D. **Instructors**: Attach a statement providing the following information about any person(s) who will serve as the teacher(s) in this program:
- Name,
 - teaching responsibility,
 - college degrees (if any),
 - college major and minor (as applicable),
 - past teaching experience (if any) teaching certification (if any), or
 - any other evidence to describe their teaching competence for the task to be undertaken.
- E. **Subjects to be taught**: Attach a description of each subject to be taught, including:
- the scope,
 - major goals, and objectives for the student and
 - the major materials and methods to be used in each area.
- F. **Schedule of instruction**: Attach a description of the schedule you plan for instruction during the period for which approval is requested. Include the number of hours and days planned.
- Students in Grades K-8 must have 900 hours of instruction
 - Students in Grades 9-12 must have 990 hours per year.
- G. **Evaluation**: Attach a statement describing the tests or measurements that you plan to use to evaluate your child's educational growth during this period. If this home education plan is approved, the school department will expect to review a traditionally used KTEA (Kaufman Test of Educational Achievement) as its end-of-year means of evaluating the progress of its home-schooled students. If another method of evaluation of the student's work is desired, parents must discuss this with this office. Our home school contact, Emily Jodoin, will assist you in this process and can be reached at ejodoin@maldenps.org or 781-397-6100 and ask for Ms. Joidoin.
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- H. **Special Education/Kindergarten Screening:** Students who are home-schooled are eligible for special education services. Please indicate if you suspect that your child(ren) may/may not need special education services. If your child(ren) is entering kindergarten, please indicate that you would like them to participate in the kindergarten screening.

If you have any questions or concerns, please contact the Office of Student Services (781-397-7245) and we will set up a meeting to discuss a referral for an evaluation. If your student has been identified as having a disability, please contact the Team Chair of the last school your child attended in the Malden Public Schools or if you are new to the district, we will assign a Team Chair to meet with you.

- I. **Response by School Authorities:** Ordinarily, you will receive a response to your proposed plan within 14 days from receipt of your application.

Date of Application
Application

Signature of Person Completing

Date of Approval
Administrator

Signature of Designated School

Hearing: As parents/guardians/caregivers you have the right to a hearing before the school authorities, if you wish, to allow you an opportunity to explain your plan further and answer questions about it. You may be represented by counsel. If you wish to take this option, please state your wish below by providing two possible times when this would be convenient for you.

Yes, a hearing is requested. The following two possible dates and times are suggested:

1. Date: _____ Time: _____
2. Date: _____ Time: _____



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