

# Excerpt from Oversight Handbook

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## LEGAL REQUIREMENTS & RESPONSIBILITIES

There are several legal requirements placed on both the homeschooling family and the education ministry of the church by the state of Maryland. They are as follows:

### **SHABACH! Homeschool Responsibilities:**

As a state approved educational ministry the church is permitted to oversee home instruction as a substitute for the Department of Education. As such, we are required per COMAR 13A.10.05 to:

1. Have pre-enrollment conferences with parents or guardians.
2. Ensure that there are textbooks, lesson materials, and other instructional materials or equipment designed to be used independently by the pupil.
3. Have annual visits by supervisory personnel to the site where the pupil is receiving instruction.
4. Have conferences with parents or guardians at appropriate intervals during the period of enrollment.
5. Keep records of the academic achievement of students who receive instruction in any combination of grades K through 12 or the equivalents. Also inform the state of the students who leave the program and send records to the office of the other institution where the child transfers. (Per Education Article 2-304 of the Annotate Code of Maryland)

The purpose of the requirement is to ensure that regular thorough instruction is taking place, also to assist parents where it is possible in this endeavor. However it is still ultimately the parents who maintain legal responsibility for the education of their children.

### **The Parent or Guardian Responsibilities** (per COMAR 13A.10.01B(2) and .05a):

1. Sign a Notice of Intent form prescribed by the State Department of Education which shall be submitted to the local superintendent at least 15 days before the beginning of the home instruction program
2. Submit to regular reviews set up by a representative of the education committee for the purpose of determining that regular thorough instructions taking place.
3. Include instruction in English, Mathematics, Science, Social Studies, Art, Music, Health and Physical Education. Also include language, electives and community service projects for high school students.
4. Home instruction shall take place on a regular basis during the school year program and be of sufficient duration to implement the instruction program.
5. A parent or guardian who chooses to teach a child at home shall maintain a portfolio of materials which: (1) Demonstrates the parent or guardian is providing regular thorough instruction during the school year in the specified areas. Includes relevant materials such as instructional material, reading materials and examples of the child's writing, worksheets, workbooks, creative materials, and test.
6. To attend a pre-enrollment conference.