



Bay District Schools Division of
Teaching and Learning
Student Services

LETTER OF INTENT TO ESTABLISH A HOME EDUCATION PROGRAM

In compliance with Section 1002.41(1)(a), Florida Statute, a homeschooling parent must notify the superintendent of schools of the county in which the parent resides of the intent to establish and maintain a home education program. The notice shall be in writing, signed by the parent, and shall include the names, birthdates, and address of all children who shall be enrolled as students in the home education program. The notice shall be filed in the superintendent's office within 30 days of the establishment of the home education program. A written notice of termination of the home education program shall be filed in the superintendent's office within 30 days of said termination.

Completion of this form is optional. You may notify the superintendent in writing using another format.

Home School Program Start Date: _____

Child's Full Legal Name

Date of Birth

Last School Attended/Current Grade

FLVS Flex (circle): YES or NO

(Please PRINT)

Parent/Guardian Name: _____

Full Residence Address: _____

Full Mailing Address: _____

Phone number: Cell _____ Alternate _____ e-mail _____

I have reviewed the Bay District School Board Policy regarding Home Education, 8.901 and Compulsory Attendance, 7.104 on Bay District Schools website (**please initial**) _____

It is my legal responsibility to maintain a portfolio of records and materials. The portfolio shall consist of a log made contemporaneously with the instruction, which designates by title the reading materials used and sample writings, worksheets, workbooks and creative materials used or developed by the student. The portfolio shall be preserved by the parent for 2 years and shall be made available for inspection by the superintendent or designee, upon 15 days written notice.

I understand that the school district is not required to provide materials, curriculum, books, or in any way oversee a Home Education Program. Home education students may participate in certain athletic/extracurricular activities as provided in policy and procedure of the School Board.

I understand an annual educational evaluation must be completed (at the parent/guardian's cost) and a copy submitted to Student Services, Home Education Department via mail, in person or at homeschool@bay.k12.fl.us.

I understand that should I move out of Bay County, my student(s) will no longer be eligible for home school under Bay District Schools and will be withdrawn.

I understand that should I terminate this program for any reason, a written notice of termination shall be filed with the school district within (30) days of the termination date.

Parent/Guardian Signature _____ **Date:** _____