

SCHOOL DISTRICT OF WAUPACA

SERIES 400 STUDENTS

CODE: 424

TRANSFER STUDENT ADMISSIONS FROM HOME BASED PRIVATE OR PRIVATE SCHOOL PROGRAM:

The School District of Waupaca recognizes Home Based education and Private education as legal options under Wisconsin Statutes 118.15(4) and 118.165(1)(2). The following provisions set for the procedures for entry into the Waupaca Schools from a Home Based or Private School.

1. Placement Criteria

- A. Students entering the school district from a home-based private educational program or private school shall be required to provide any available academic information and may be required to take appropriate academic tests to assist in making a placement.
- B. Factors used to determine grade placement shall include, but not be limited to, the following:
 - 1. number of months/years in home-based instruction
 - 2. score(s) on selected achievement test(s)
 - 3. chronological age
 - 4. social maturity
 - 5. teacher/counselor observation

NOTE: Students with disabilities shall be referred for evaluation and mandated procedures followed.

2. Placement Recommendation

A school administrator or designee shall meet with the parents of the child, or the student if age 18 or older, and discuss the placement recommendation with them. The placement recommendation will be in writing and a copy placed in the student's records.

3. Transcripts and Grades, and Credits

- a. Courses taken while in a home-based private school program will be recorded on the student's permanent record card and/or high school transcripts with a notation that they were taught as part of a home-based instructional program, but grades will not be listed for any of those courses. Grades and grade point average from home-based instruction will not be used for determining class rankings. However, the school principal may, at his/her discretion and based on the academic rigor as determined by the curriculum and any other records deemed necessary, determine which credits may be applied towards graduation requirements.
- b. Courses taken while in a private school program will be recorded on the student's permanent record card and/or high school transcripts with a notation that they were taught as part of a private school instructional program. Grades and grade point average from private school programs may be used for determining class rankings. The school principal may, at his/her discretion and based on the academic rigor as determined by the curriculum and any other records deemed necessary, determine which grades will be used for determining class ranking and which credits may be applied toward graduation requirements.

4. Probationary Period and Appeals

- a. Each student placed in the Waupaca School District from a home-based private or private school program will have a forty-five (45) school day probationary period during which time the student will be expected to achieve academically at a satisfactory level and demonstrate appropriate social and educational interaction with his/her peers. If at the end of this period, the school officials determine the placement needs to be revised, the principal shall make a placement revision recommendation within fifteen (15) school days of the end of the probationary period. The revision placement will utilize the procedure in regulation (2) Placement Recommendation.
- b. In the event that there is an appeal on behalf of the student regarding the placement of the child, a written appeal may be made to the Waupaca School Board within ten (10) days of the placement decision. The decision of the School Board will be final.

5. High School Diploma

- a. A Waupaca High School diploma shall not be given to students from a home-based school who have not met the graduation requirements and who have not attended Waupaca High School for a minimum of four (4) full semesters, one of which must be the final or eighth semester.
- b. A student transferring from a private school program is eligible for a diploma from Waupaca High School only if s/he has enrolled on or on or before the first day (as shown on the school calendar) of school of the senior year and is in attendance as a full-time student for both semesters of the senior year prior to graduation.

ADOPTED: 110894

REVISED: 121394, 111098

REVIEWED:

LEGAL REFERENCE:

CONTRACT REFERENCE:

CROSS REFERENCE:

The School District of Waupaca does not discriminate on the basis of sex, race, religion, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation, or physical, mental, emotional or learning disability.