



Welcome to HomeLink!

Enclosed you will find the required Alternative Learning Experience enrollment paperwork for your child to attend HomeLink for the 2021-22 school year. These forms must be returned with the LSSD student registration forms to the HomeLink office in person, mailed or emailed to the registrar at your earliest convenience.

All enrollment forms must be received by **the HomeLink office by Friday, 8/25/2021 to allow time for processing**. Enrollment paperwork rec'd after this date will be processed in the order rec'd and the family will be notified when the student is eligible to attend classes.

HomeLink Alternative Learning Experience forms for new student:

- Parent Signature Page - one form per family
- Dual Enrollment Authorization Form
- Declaration of Intent form -- if Part-time enrollment
- Washington State Background Check - renewal required every 2 years [SafeSchools Volunteer Application](#) available on LSSD website

LSSD 2021-22 Enrollment Packet to include additional documentation:

- Approved Choice Transfer (if applicable)
- Copy of Birth Certificate
- Proof of Guardianship (if applicable)
- Proof of Residency

Students & parents are required to attend a meeting with an assigned Advisor to create a Written Student Learning Plan prior to attending any HomeLink classes.

If you have any questions, please call HomeLink at 425-335-1594 or email a staff member.

Angela Menon, HomeLink Principal
Jen McPhee, Secretary/Registrar
Becca Malean, Paraeducator

angela_menon@lkstevens.wednet.edu
jen_mcphee@lkstevens.wednet.edu
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HomeLink Website:
www.lkstevens.wednet.edu/HomeLink

HomeLink
8220 24th Street SE
Lake Stevens, WA 98258

HomeLink Parent Signature Page

- I have read the [HomeLink Handbook](#) and will refer to it when I have questions. I will share relevant information about expectations and policies with my child(ren).
- A Written Student Learning Plan will be created for each student with timelines for implementation and guidelines for evaluation of monthly student progress.** The initial Written Student Learning Plan must be in place prior to the first day of class. I will attend a Written Student Learning Plan Conference and subsequent conferences as scheduled for my student(s) during the school year.
- Attendance/Student Contact.** It is the expectation of HomeLink students that they attend all classes and arrive on time. If my student must be absent, **THEY** will contact their instructor within 24 hours for directions to prepare for class. Students who miss an excessive number of instructional days may be dropped from the program.
- Parent Participation.** I will give five hours of volunteer time (recommended) to the program, per semester. ****In light of COVID-19, volunteering will be suspended until restrictions are lifted.**
- Supervision.** K-5th grade students require a parent or designated adult on site at all times. I will be responsible for supervising my child while on site. If my middle school child qualifies for, and maintains the requirements for their Certificate of Independence, I will see that they are not on campus for extended periods of time (30 min prior to the start of class and 30 min following the end of class).
- Statement of Understanding.** I have read the summary and detailed descriptions of home-based instruction and Alternative Learning Experience provided and I understand the difference between home-based instruction and the ALE HomeLink program in which my child is enrolling.
- Washington State Highway Patrol Background Check.** I have completed the SafeVisitor Volunteer Application and all other adults responsible for my child on site will complete the form for a background check prior to supervising my child on campus. This must be repeated every two years and is available on the LSSD website.
- State Assessments. HomeLink students in grades 3-8 with FTE above .80 any time between September and January will participate in state assessments.** Participation in State-mandated standardized assessments such as the Smarter Balanced Assessment and WCAS occurs in Spring. Part-time and full-time students have access to state testing and may utilize these assessments to meet the state requirement for annual assessments.
- Agreement for follow up activities.** To further the mission of the home school-parent partnership, I will work with my student(s) to complete the minimum number of hours allocated for class enrollment, outside of school time. I will monitor my students grades and monthly progress in Skyward Family Access.
- Supplies and Materials.** I understand supplies and materials will be provided by teachers as needed to students enrolled in HomeLink courses. Office supplies and project materials are not provided for courses/subjects taught at home.
- I will clean up after my child(ren) to keep HomeLink clean and orderly.**

This form must be signed and returned to the HomeLink office **prior to the first day of classes for the 2021-22 school year**. If enrolling after the start of the school year this form must be returned prior to attending any classes. This form will be placed in your child(ren)'s permanent file(s). Only one form is required per family.

Parent Signature: _____ Date: _____

Student Name(s):

Statement of Understanding

Home-based Instruction and enrollment in an ALE are different educational models. Home-based instruction includes the following:

- Instruction is developed and supervised by the parent or guardian as authorized under RCW 28A.200 and 28A.225.010.
- The parent has filed an annual Declaration of Intent with the district.
- Students are neither enrolled nor eligible for graduation through a public high school unless they meet all district and state graduation requirements.
- Students are not subject to the rules and regulations governing public school, including course, graduation, and assessment requirements.
- The public school is under no obligation to provide instruction or instructional materials, or to supervise the student's education.

Alternative Learning Experience (ALE) includes the following: - Is a public education enrollment option authorized under WAC 392-550.

- Subject to all state and federal rules and regulations governing public education.
- Curriculum and instructional materials meet district standards and are free from sectarian control or influence.
- Learning experiences are:
 - o Supervised, monitored, assessed, and evaluated by a certificated teacher.
 - o May be planned in collaboration with the student, parent and teacher.
 - o Provided via a Written Student Learning Plan (WSLP).
 - o Provided in whole, or part, outside the regular classroom.

Part-time Enrollment of Home-Based Instruction Students

Home-based instruction students may enroll in public school programs, including ALE programs, on a part-time basis and retain their home-based instruction status. In the case of part-time enrollment in ALE, the student will need to comply with the requirements of the ALE written student learning plan, but not be required to participate in state assessments or meet state graduation requirements.

Narrative Description of the Differences Between Home-Based Instruction and Public School Alternative Learning Experiences

Home-based instruction is authorized under Revised Code of Washington (RCW) 28A.225.010 and RCW 28A.200. When a parent or guardian has filed a 'declaration of intent to provide home-based instruction' with the district and is meeting the requirements for home-based instruction stated in RCW 28A.225, the student is eligible to receive home-based instruction. Students receiving only home-based instruction are not enrolled in public education, and they do not have to comply with the rules and regulations regarding public schools. Since the student is not registered or enrolled in the public school system, the school district is under no obligation to provide instruction or instructional materials for these students. Home-based instruction students are not required to participate in any district or state testing and/or assessments. Additionally, home-based instruction students are not eligible for graduation through a public high school unless they meet all of the graduation requirements established by the state, district, and the local high school. This includes earning the Certificate of Academic Achievement.

Part-time enrollment

Home-based instruction students may have access to ancillary services and may enroll in a public school course, such as an alternative learning experience course, on a part-time basis where space is available. Part-time enrollment is defined as being less than full-time enrollment. In these cases, the student is responsible for maintaining acceptable attendance and meeting all course and school requirements. For an alternative learning experience, this will mean meeting the requirements of the written student learning plan. The student continues to be considered a home-based instruction student when enrolled **part-time** in a public school setting. Therefore, except for the individual class requirements, school and district attendance rules, and school behavior policies, the limitations and restrictions noted in the paragraph above are in force.

Full-time enrollment

A student enrolling **full-time** in a public school alternative learning experience program is **not** receiving home-based instruction, even if the parent or guardian has filed a 'declaration of intent to provide home-based instruction' with the school district. The student is considered a public school student and is subject to all the rules and regulations governing the actions of all public school students. This includes, but is not limited to, attendance, meeting course requirements, graduation requirements, and assessment requirements. Full-time students are eligible for graduation from a public high school upon meeting all of the school, district, and state requirements.



Dual Enrollment Authorization

2021-22

According to Washington Administrative Code RCW 28A.150.350, A Full time enrolled Private School student can enroll in a public school course **only if the course is NOT** available in the Private school. They are also allowed to receive ancillary services and SpEd services via their public school.

What this means: Students who attend a private school may not enroll in a course at HomeLink or anywhere else in a Public School District if it is available at their private school.

Student Name _____

Parent/Guardian _____

Plans to enroll in Private School YES ____ NO ____

If you answered NO, stop here and return the form to the HomeLink office.

If you answered YES, list the HomeLink classes your child is enrolled in and provide the form to the Private school in which your child is also enrolled. Obtain the required signature below and return to the HomeLink office.

Name of Private School Attending _____

Courses enrolled in at HomeLink _____

Private School Administrator:

I attest that the course(s) listed above are not offered at our school.

Administrator Signature

Date

RCW 28A.150.350

Part time students—Defined—Enrollment authorized—Reimbursement for costs—Funding authority recognition—Rules, regulations.

(1) For purposes of this section, the following definitions shall apply:

(a) "Private school student" shall mean any student enrolled full time in a private school;

(b) "School" shall mean any primary, secondary or vocational school;

(c) "School funding authority" shall mean any nonfederal governmental authority which provides moneys to common schools;

(d) "Part time student" shall mean and include: Any student enrolled in a course of instruction in a private school and taking courses at and/or receiving ancillary services offered by any public school **not available in such private school**; or any student who is not enrolled in a private school and is receiving home-based instruction under RCW **28A.225.010** which instruction includes taking courses at or receiving ancillary services from the local school district or both; or any student involved in any work training program and taking courses in any public school, which work training program is approved by the school board of the district in which such school is located.

(2) The board of directors of any school district is authorized and, in the same manner as for other public school students, shall permit the enrollment of and provide ancillary services for part time students: PROVIDED, That this section shall only apply to part time students who would be otherwise eligible for full time enrollment in the school district.

(3) The superintendent of public instruction shall recognize the costs to each school district occasioned by enrollment of and/or ancillary services provided for part time students authorized by subsection (2) of this section and shall include such costs in the distribution of funds to school districts pursuant to RCW **28A.150.260**. Each school district shall be reimbursed for the costs or a portion thereof, occasioned by attendance of and/or ancillary services provided for part time students on a part time basis, by the superintendent of public instruction, according to law.

(4) Each school funding authority shall recognize the costs occasioned to each school district by enrollment of and ancillary services provided for part time students authorized by subsection (2) of this section, and shall include said costs in funding the activities of said school districts.

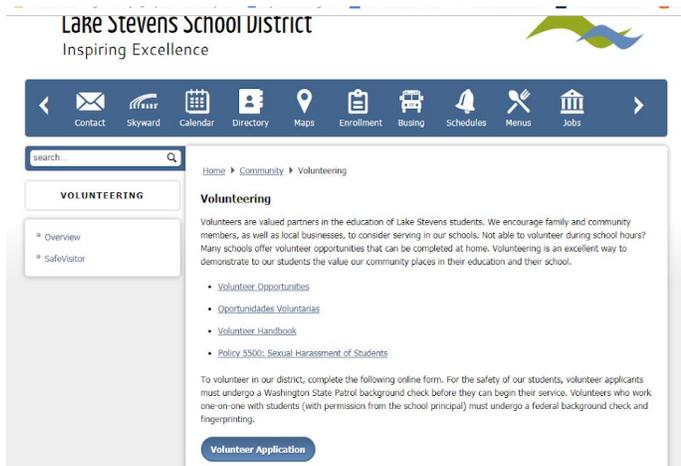
(5) The superintendent of public instruction is authorized to adopt rules and regulations to carry out the purposes of RCW **28A.150.260** and **28A.150.350**.

HomeLink Parent/Visitor Background Check

Renewal Required every 2 Years



On the main Lake Stevens School District website, <https://www.lkstevens.wednet.edu> Click on **Community Tab** and choose **Volunteering** on the drop down menu



Click on **Volunteer Application** to go directly to the Application. Click on the links to review Volunteer opportunities, Handbook and Policy 5500.



Safevisitor Solutions registration requires Information Collection & Background Check Authorization. Click Next Step to start the process. **Please indicate you're volunteering at HomeLink.**

A background check will be conducted after you submit your online application. You will then receive an email with your approval status. Volunteer applications are valid for two years from the approval date. *If you do not have valid photo identification, or if you have limited access to email and the Internet, please let us know. For more information, email volunteering@lkstevens.wednet.edu or call 425-335-1667.