

COMPETENT PRIVATE INSTRUCTION REPORT

Directions: Complete one form in duplicate (electronic copy) for each child for whom the compulsory education law is being met in other than regular enrollment in a public school or accredited nonpublic school. **NO REPORT IS NECESSARY** if the child is not of compulsory attendance age (6-16 with birth date prior to September 15) or if the child is enrolled in a home school assistance program in a public or a state accredited nonpublic school. Reporter should retain a copy of this report for personal records.

Return to school district secretary by _____ (school start date) or within 14 calendar days of removing the child from public or accredited nonpublic school.

A. MANDATORY INFORMATION. (This information is required by Iowa Code #299.4).

1. Name and birth date of child under private instruction. (Use one form for each child.)

_____ child's name _____ birth date

2. Name and address of person filing report:

_____ name
_____ address
_____ city/state/zip

circle one:
parent guardian custodian

3. School year and resident school district:

_____ (e.g., 20XX-XX) _____ resident school district

4. Number of days of instruction for the school year _____ (min. 148)

5. Name and address of person providing instruction to the child, and relationship to child.

_____ instructor _____ relationship to child
_____ address (parent, guardian, custodian
or licensed teacher)
_____ city/state/zip

6. Will instruction be provided or supervised by a person with a valid Iowa teacher's license/certificate appropriate for the age and grade level of the child?

_____ yes _____ no

If yes, print folder number of teacher: _____
folder no.

Name of Iowa licensed teacher: _____

Note: If properly licensed teacher provides or supervises instruction in accordance with 281 I.A.C. 31 of the rules of the Iowa Department of Education, no annual assessment is required. Otherwise a baseline test the first year and annual assessments thereafter are required of all students over 7 years of age who are in private instruction.

7. List subjects covered in instruction and approximate amount of time spent on each. Use extra sheet if necessary.

Circle one: daily weekly monthly quarterly by semester annually

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

8. Identify texts used including title and author or publisher and grade level series. Use extra sheet if necessary.

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

9. If the child is being placed under Competent Private Instruction for the first time, or for all children for whom no evidence was provided in a previous school year, attach evidence of the child's immunizations as required by Iowa law. Evidence includes a doctor's statement, a copy of a public health record, or the name and address of last school attended, or any other formal evidence of the dates and types of inoculations.

_____ attached previously provided to:

(where, when, and to whom was evidence provided)

Please attach lesson plans for the period of instruction for the academic school year as required by Iowa Code #299.4.

- B. OPTIONAL INFORMATION (Note: Although not required by law for reporting purposes under Iowa Code #299.4, failure to respond may result in loss of some privileges or available options to parents, guardians, or custodians.)

10. a. Indicate whether or not you desire dual enrollment in the public school for the child under Competent Private Instruction.

_____ yes _____ no

b. Indicate whether dual enrollment is desired for:

academics _____ extra-curricular activities _____ both _____

11. If the child is dual enrolled in the public school, please specify in which grade level you wish to include the child for the purposes of academic or extra-curricular activities.

_____ grade level

12. If the child is dual enrolled, of which activities do you wish to be notified (e.g., field trips, vocal or instrumental music opportunities, physical education class, drama, art, music, science lab, driver's ed, track, volleyball, academic decathlon, mock trial, etc.)?

13. Is the child currently identified as a child requiring special education:

_____ Yes _____ No

(If "yes", approval of the AEA Director of Special Education is required before the child can be placed under Competent Private Instruction.)

Signature of AEA Special Education Director or designee

14. If the answer to question 6 is no, please indicate the desired method of assessment:

_____ Standardized Testing _____ Portfolio Evaluation

A baseline test is required the first year of home schooling regardless of which type of assessment is chosen if the child is under the annual assessment requirement.

15. Please indicate which test you desire to use for Baseline (B) or Annual Assessment (AA) purposes:

| B | AA | |
|-------|-------|--|
| _____ | _____ | California Achievement Test (CAT) |
| _____ | _____ | Metropolitan Achievement Test (MAT) |
| _____ | _____ | Comprehensive Tests of Basic Skills (CTBS) |
| _____ | _____ | Stanford Achievement Test |
| _____ | _____ | Iowa Assessments |
| _____ | _____ | Stanford Achievement Test (Abbrev.) |

Grade level of test desired _____

_____ Fall Norms _____ Winter Norms _____ Spring Norms

16. If your answer to question 14 is portfolio evaluation, please provide name of portfolio evaluator, if known, and folder number.

| | |
|---------------------|---------------|
| _____ | _____ |
| Portfolio Evaluator | Folder Number |

_____ Please provide me with a list of trained portfolio evaluators.

17. Do you wish to have the school district or Area Education Agency notify you of the dates it will be conducting testing sessions, so your child can take a baseline or annual assessment test at the same time?

_____ Yes _____ No

18. If you answered yes to questions 10 or 17, please provide the name, address, and telephone number of the person who desires to be notified.

| | |
|------------------|----------------|
| _____ | _____ |
| Name | Address |
| | |
| _____ | _____ |
| Telephone Number | City/State/Zip |

It is the responsibility of the test administrator to submit the results of the child's baseline test, and if standardized testing form of assessment is chosen, the annual standardized test results to the parent, guardian, or custodian of the child; to the district of residence; and to the Iowa Department of Education annually by June 30. If portfolio assessment is chosen, the responsibility of the portfolio evaluator is to provide a narrative report assessing the child's progress to the child's parent, guardian, or legal custodian; to the district of residence; and to the Iowa Department of Education by June 30 annually. All reports to the Department should be sent to: Iowa Department of Education, Attn: Student Assessment Results, Grimes State Office Bldg., Des Moines, Iowa 50319-0146.