



**Sumner School District**  
*...a great place to learn!*

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1202 Wood Avenue  
Sumner, WA 98390  
(253) 891-6000  
Fax (253) 891-6101

Dear Family:

If you are interested in home-schooling, please complete and return the attached paper work. A Declaration of Intent to Provide Home-Based Instruction must be filed annually by September 15, or within two weeks of the beginning of any public school quarter, trimester or semester. Return completed home-school forms to Sumner School District.

Home-school students seeking credit through Running Start must enroll through the local public high school and have obtained junior or senior standing (RCW 28A.600.310). The home-school student so enrolled does not have to attend classes in the public high school in order to participate in Running Start.

Forms included in this packet:

- ✓ Declaration of Intent to Provide Home-Based Instruction
- ✓ Granting Credit for Home-School
- ✓ Home-School Instruction Running Start Student Assurances
- ✓ Home-School Running Start Student Registration Form

The following information is on our Web site [www.sumnersd.org](http://www.sumnersd.org):

- ✓ Sumner School District Graduation Regulations and Procedures
- ✓ Graduation Requirements – found in the high school course catalog
- ✓ Sumner School District Calendar & Events

Tickets for the Western Washington Fair will be available for pick up at our District office located at 1202 Wood Avenue in Sumner. If you prefer to have your tickets mailed, please provide a self- addressed stamped envelope. Fair tickets generally arrive the first week of September. The Western Washington Fair Board allows one adult ticket per family and one student ticket for each student on the Declaration of Intent to Provide Home-Based Instruction form.

Additional home-school information can be found on the Office of Superintendent of Public Instruction Web site <http://www.k12.wa.us>.

If you have any questions, please contact Bev Van Winkle at 253.891.6050.

Sincerely,  
Susie Lynch  
Teaching and Learning

**Sumner School District  
Home-Schooling  
Parent Information**

**Timelines:** The Home-schooling Declaration of Intent form must be filed with the Sumner School District Teaching and Learning Office, by September 15, or within two (2) weeks of the beginning of any public school quarter, trimester or semester.

**Record keeping:** You should maintain certain types of information as you home-school your student(s):

The law requires that evidence of assessment become a part of the student's permanent file. This assessment could take place in one of the following ways.

- An approved standardized test administered by a qualified individual (refer to the attached list of state board approved tests).
- An annual assessment of the student's academic progress written by a certificated person currently working in the field of education.
- If your child is in a grade level affected by the Sumner School District assessment program, they can come to the school at the times scheduled for testing. If you would like your child to participate, contact the principal of the nearest school servicing your child's grade level by January 31.
- Please note - The District does not maintain an inventory of standardized test materials for home-school use.

A listing of the subjects you teach during the time you home-school your student should be maintained. Accompanying this should be information describing the progress of the student through the materials and grade levels.

For all students' grades 6-12, information regarding the courses studied should be kept. To be considered for credit toward a Sumner School District diploma, course documentation consisting of the following must be submitted:

- course description,
- course goals and objectives,
- course outline of the program,
- learning activities and student log of instructional learning time showing 150 hours for one (1) credit, (WAC 180.51.050)
- description of how student performance is assessed,
- documentation of student progress and final grade (grade will be converted to Pass/Fail on the high school transcript).

**Note:** Home-based instruction courses taken during the time a student is enrolled full time in Sumner School District will not be accepted as credit toward graduation.

If you wish to access ancillary services, you must file the Declaration of Intent Form. Ancillary services shall include, but not be limited to, counseling, psychological services, testing, remedial instruction, speech and hearing therapy, health care services, tutorial services such as home or hospital instruction for the physically disabled, and sports activities. If your child qualifies for special education services you have the right to have these services provided. If you wish to receive services for your child, please contact your neighborhood school or the Sumner School District Special Services Department to schedule a meeting.

## Declaration of Intent to Provide Home-Based Instruction\*

Sumner School District  
ESD 113/Pierce County

A parent who intends to cause his/her child or children to receive home-based instruction in lieu of attendance or enrollment in a public school, approved private school, or an extension program of an approved private school must file an annual declaration of intent to do so in the format prescribed below:

I do hereby declare that I am the parent, guardian, or legal custodian of the child(ren) listed below; that said child(ren) is (are) between the ages of 8 and 18 and as such are subject to the requirements found in chapter 28A.225 RCW Compulsory Attendance; I intend to cause said child(ren) to receive home-based instruction as specified in RCW 28A.225.010(4); and if a certificated person will be supervising the instruction, I have indicated this by checking the appropriate space.

<u>Child (ren)'s Name(s)</u>	<u>Birthdate</u>
_____	_____
_____	_____
_____	_____
_____	_____

( ) The home-based instruction will be supervised by a person certificated in Washington State pursuant to Chapter 28A.410 RCW.

Signature	Date
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\_\_\_\_\_  
Street Address

City	State	ZIP
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This statement must be filed annually by September 15, or within two weeks of the beginning of any public school quarter, trimester or semester with the superintendent of the public school district within which the parent resides.

Send to: Sumner School District  
Attention: Bev Van Winkle  
1202 Wood Avenue  
Sumner, WA 98390

\* This document is from the OSPI Web site.



**Granting Credit for Home-School**  
(Please complete and return for students 14 and above.)

Student Name \_\_\_\_\_

As a parent of a home-school child of high school age, I understand that home-based instruction is in lieu of enrollment in public school. Therefore, my child may not receive credit or be granted a diploma from Sumner High School or Bonney Lake High School as a result of home-school work. In order to receive credit for home-school work, the home-school work must meet Washington State and Sumner School District requirements for credit. The guidelines include, but are not limited to, those set forth below:

The guidelines for granting credit for home-school courses are defined in Sumner School District Policy 3112. For a home-school course of study to be considered for high school credit, the student is responsible to provide the following:

- A journal/portfolio of the actual work completed during the home-study course. Exhibits, performance based or otherwise, of specific course-related projects should be included.
- In addition, to be considered for credit, the student shall demonstrate proficiency (at a minimum of 80%) of the student learning objectives of the course.
- The burden of providing these materials and demonstrating proficiency shall be upon the student.

Upon receipt of these materials, school officials will review and make a determination if the course meets Washington State and Sumner School District credit requirements, and if so, the type and amount of credits to be awarded. Home-school courses posted to a Sumner High School or Bonney Lake High School transcript will not carry a letter grade, but a P indicating a passing mark.

\_\_\_\_\_  
Parent/Legal Guardian Signature

\_\_\_\_\_  
Date



### Home-School Instruction Running Start Student Assurances

Student Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, ZIP Code \_\_\_\_\_

- My son/daughter is a Home-Based Instruction Student under RCW 28A.225.010 - Mandatory Attendance – Age – Exceptions and RCW 28A.200 – Home-Based Instruction.
- My son/daughter has taken the required college admissions test.
- My son/daughter plans to enroll \_\_\_\_\_ (quarter) at \_\_\_\_\_ community or technical college.
- My son/daughter is a \_\_\_\_\_ 11th, \_\_\_\_\_ 12th grader as determined in accordance with RCW 28A.200.020 – Home-Based Instruction – Certain Decisions Responsibility of Parent Unless Otherwise Specified.
- **My son/daughter is not now seeking nor will seek in the future; public school credits, transcript or diploma.** \_\_\_\_\_ initial

Attached is a copy of: *Declaration of Intent to Provide Home-Based Instruction  
Home-School Running Start Student Registration Form*

\_\_\_\_\_  
Printed Name of Parent/Legal Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Legal Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature(optional)

\_\_\_\_\_  
Date

<b>For office use only:</b>	
Received by _____	Date _____



*This form must be completed to participate in Running Start. (Please Print)*

<b>Student Information</b>	Student Legal Last Name _____	Student Legal First Name _____
	Student Legal Middle Name _____	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female      Grade: _____
	Birthdate (Month/Day/Year) _____	Birthplace Country _____
	Language student currently speaks <input type="checkbox"/> English <input type="checkbox"/> Spanish <input type="checkbox"/> Korean <input type="checkbox"/> Tagalog <input type="checkbox"/> Ukrainian <input type="checkbox"/> Russian <input type="checkbox"/> Other _____	
	Parent/Guardian Last Name _____	First Name _____

**School districts in Washington State are required to report student data by ethnicity and race categories to the state's Office of Superintendent of Public Instruction.** The same ethnicity and race categories are used in all Washington school districts. They are set by the federal government, the Washington State Legislature, and the state Superintendent of Public Instruction. You must identify your child as either Hispanic/Latino or not Hispanic/Latino and by *one or more* racial groups.

Is your child of **Hispanic or Latino** origin?

- Yes If yes, the state requires that at least one box must be checked in both section 1 & 2.  
 No If no, proceed to section 2. The state requires that at least one box must be checked.

**Section 1. Check all that apply.**

<input type="checkbox"/> Cuban	<input type="checkbox"/> Puerto Rican	<input type="checkbox"/> South American
<input type="checkbox"/> Dominican	<input type="checkbox"/> Mexican/Mexican American/Chicano	<input type="checkbox"/> Latin American
<input type="checkbox"/> Spaniard	<input type="checkbox"/> Central American	<input type="checkbox"/> Other Hispanic/Latino

**Section 2. What race(s) do you consider your child? Check all that apply. At least one box must be checked.**

<input type="checkbox"/> African American/Black <input type="checkbox"/> White	<b>American Indian or Alaskan Native</b> <input type="checkbox"/> Alaska Native <input type="checkbox"/> Quinault <input type="checkbox"/> Chehalis <input type="checkbox"/> Samish <input type="checkbox"/> Colville <input type="checkbox"/> Sauk-Suiattle <input type="checkbox"/> Cowlitz <input type="checkbox"/> Shoalwater <input type="checkbox"/> Hoh <input type="checkbox"/> Skokomish <input type="checkbox"/> Jamestown <input type="checkbox"/> Snoqualmie <input type="checkbox"/> Kalispel <input type="checkbox"/> Spokane <input type="checkbox"/> Lower Elwha <input type="checkbox"/> Squaxin Island <input type="checkbox"/> Lummi <input type="checkbox"/> Stillaguamish <input type="checkbox"/> Makah <input type="checkbox"/> Suquamish <input type="checkbox"/> Muckleshoot <input type="checkbox"/> Swinomish <input type="checkbox"/> Nisqually <input type="checkbox"/> Tulalip <input type="checkbox"/> Nooksack <input type="checkbox"/> Yakama <input type="checkbox"/> Port Gamble Klallam <input type="checkbox"/> Other Washington Indian <input type="checkbox"/> Puyallup <input type="checkbox"/> Other American Indian/ <input type="checkbox"/> Quileute      Alaska Native
<b>Asian</b> <input type="checkbox"/> Asian Indian <input type="checkbox"/> Laotian <input type="checkbox"/> Cambodian <input type="checkbox"/> Malaysian <input type="checkbox"/> Chinese <input type="checkbox"/> Pakistani <input type="checkbox"/> Filipino <input type="checkbox"/> Singaporean <input type="checkbox"/> Hmong <input type="checkbox"/> Taiwanese <input type="checkbox"/> Indonesian <input type="checkbox"/> Thai <input type="checkbox"/> Japanese <input type="checkbox"/> Vietnamese <input type="checkbox"/> Korean <input type="checkbox"/> Other Asian	
<b>Native Hawaiian or Other Pacific Islander</b> <input type="checkbox"/> Native Hawaiian <input type="checkbox"/> Micronesian <input type="checkbox"/> Fijian <input type="checkbox"/> Samoan <input type="checkbox"/> Guamanian or Chamorro <input type="checkbox"/> Tongan <input type="checkbox"/> Mariana Islander <input type="checkbox"/> Other Pacific Islander <input type="checkbox"/> Melanesian	

Parent/Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_