

**School District of Okaloosa County
Notice of Intent to Establish and Maintain a Home Education Program**

To: Superintendent of Schools or Designee,

This letter is to inform you of our intent to establish and maintain a Home Education program for our child(ren), according to §1002.41, *Florida Statutes*.

	Name	Date of Birth
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____

Address: _____ City, State: _____ Zip: _____

Phone (not required): _____ Email (not required): _____

Parent/Guardian Information

I understand that it is my responsibility to maintain a portfolio of records and materials. The portfolio must consist of the following:

- 1. A log of educational activities that designates by title any reading materials used.**
- 2. Samples of any writings, worksheets, workbooks, or creative materials used or developed by the student.**

As the parent, I shall determine the content of the portfolio, preserve it for two years, and make it available for inspection, if requested, by the Superintendent or designee, upon 15 days' written notice.

I understand that the District cannot recommend materials, curriculum, or in any way oversee a Home Education program. Home Education students may participate in athletic/extracurricular activities as provided in School Board policies and procedures. Home Education students may also participate in regular classes, including career and technical courses and programs, at their zoned school or in a school that has capacity based on the District's Controlled Open Enrollment provision.

I understand that an annual educational evaluation must be completed (at the cost of the parent/guardian) and a copy submitted to the Office of Independent Education. The first evaluation will be due one year from the date of this Letter of Intent and then each year after that. A July annual evaluation cycle is suggested but not required.

I understand that should I terminate this Home Education program for any reason, I must file a written notice of termination with the school district within (30) days of the termination date.

Parent/Guardian (print): _____

Signature: _____ Date: _____