

Levy County School District Controlled Open Enrollment and Choice Policy

The Levy County School District is dedicated to ensuring that all students will choose a learning path that leads to a well-rounded graduate who demonstrates good character and leadership. To that end, every school in the district offers high quality educational options for students. Students originally are assigned to the school in the attendance zone of their permanent residence, but the District also provides a number of opportunities for parents to select other options for their children in accordance with the terms and conditions of this Controlled Open Enrollment and School Choice Plan. The School Board strives to accommodate family choice to the maximum extent possible, as defined by Florida Statutes.

Options include:

- Programs of Emphasis/ Career Academies
- Controlled Open Enrollment Choice Options
- Hardship Transfers
- Various Student Scholarships(McKay, Family Empowerment, Opportunity, etc.)
- Virtual School Programs
- Home Education
- Charter Schools
- Dual Enrollment

1. Attendance Zone Assignments

The initial assignment of students to schools is based on established attendance zones and the permanent residence of the student, as determined in accordance with School Board Rule 5.02. All traditional District schools have a geographic area designated for attendance based on their established grade structure. These geographic boundaries are developed utilizing the following parameters and principles:

- Attendance zones reflect the diversity of the District to the extent practical and consistent with constitutional requirements, and adhere to all Federal desegregation requirements including maintaining socioeconomic, demographic, and racial balance.
- Maximum utilization of school facilities by distributing students among the existing capacity as evenly as possible.
- School size commitments as recommended by the School Board to the extent practical.
- The plan includes target enrollments that allow for growth and anticipated changing demographics.
- The plan keeps neighborhood units in the same attendance zone to the extent practical.
- The plan assigns students to the closest school to the extent practical.
- The plan does not place a transportation burden on any identifiable diversity subgroup (socioeconomic, race/ethnicity, ESOL, or disability). Demographic / Socioeconomic balance.
- Maximize transportation efficiency costs.
- Minimize the disruption to students and families related to attendance zone changes to

the extent practical.

2. Residence

A student's permanent residence is the student's permanent residence of the student, parents or legal guardian(s) as defined in this section.

"Permanent residence" is defined by Florida Statute 196.012(17) as follows:

That place where a person has his or her true, fixed and permanent home and principal establishment to which, whenever absent, he or she has the intention of returning. A person may have only one permanent residence at a time; and, once a permanent residence is established in a foreign state or country, it is presumed to continue until the person shows that a change has occurred.

An adult student's permanent residence is his or her current permanent residence. A minor student's permanent residence is the permanent residence of his or her parent(s) or legal guardian(s). If a minor student's parents or legal guardians live in separate residences while sharing physical custody under the terms of a court order or otherwise, the student may attend the school zoned for either residence with appropriate residency documentation.

Full and Complete Current Residence

A person cannot have more than one permanent residence, and only the student's current permanent residence as defined above may be used for enrollment purposes.

Proof of Residence

Levy County School District requires detailed proof of residence provided by a parent/guardian or adult student. Examples are: utility bills, tax records or bills, and GIS maps from the Levy County Property Appraiser's Office.

Change of Residence

The following items are evidence that a change of residence is full and complete:

- The former residence is not occupied for any purpose at any time by the student or any of the persons with whom the student has been living; and
- All personal belongings are moved from the former residence; and
- Mail is received at the new residence; and
- All utilities are transferred to the new residence.

If the student's permanent residence changes, notification and updated documentation must be provided to the school within 10 school days.

Residency Fraud

Parent(s)/Guardian(s) are committing residency fraud if they submit an address during the enrollment process that is not their true permanent residence.

If there is reasonable suspicion that the student is not residing at the claimed address, the following procedures may be implemented at the discretion of the Superintendent or his designee.

- A letter may be sent to parent(s) requesting that the parent verify and update enrollment information. This may be followed by a phone conversation or home visit.
- The school staff may examine the Property Appraiser's website to determine the parent's homestead (permanent residence) location. The homestead address of the

parent will be a factor to determine the student's zoned school. A conflicting address indicates that further investigation is required.

If it is determined that the student is attending a school outside of their zone, the student shall be withdrawn by the school and must be registered and enrolled in the appropriate zoned school with the exception of a student with a disability, whereby the IEP determines that the student educational services can be better met at another school within the district.

In all cases the Superintendent or designee reserves the right to make an independent investigation and to make the final determination as to the residence of a student.

3. Career Academies/Programs of Choice

A Career Academy/Program of Choice provides an opportunity for a group of students to enroll in a specific set of courses associated with a designated career or focused educational program of study.

Each Career Academy has the following components:

- A recommended sequence of courses.
- An industry certification, a work site experience, a research project studying careers in the academy area, or some other experience in which students learn more about the career cluster with which the academy is affiliated.
- A demonstrated need for employees within the Career Cluster.
- An advisory board consisting of business leaders in the Career Cluster.
- Adherence to specific rules established by the school system.

Programs of Choice exist for high school grades. JROTC is a program of choice designed to focus on leadership development, problem solving, strategic planning, and professional ethics. The School District currently offers JROTC at Williston Middle High School and Bronson Middle High School. There are two Health Academies in Levy County, one at Chiefland Middle High School and one at Williston Middle High School. There is an application process that must be completed in March of the 8th or 9th grade year. Enrollment is limited due to the required number of hours of clinical training and the limited number of facilities in our geographic area.

Eligibility

The career academies and programs of choice are open to all eligible high school students in the District and the District is committed to a policy of nondiscrimination in employment and educational opportunity. No person shall be discriminated against or harassed in any educational program, services or activities, or employment conditions or practices on the basis of race, color, national origin, religion, sex, age, disability, marital status, or sexual orientation. Lack of English language skills will not be a barrier to admission and participation. The district may assess each student's ability to benefit from specific programs through placement tests and counseling, and if necessary, will provide services or referrals to better prepare students for successful participation.

4. Controlled Open Enrollment Choice Options

In addition to the established attendance zone, the Levy School District will provide additional options for school assignment based on Controlled Open Enrollment in accordance with Florida Statute 1002.31. The following controlled choice options are permitted pursuant to School Board Rule 5.02 and will provide additional opportunities for students to attend a

school other than their zoned school and will provide parents greater choice options.

A. Determination of Capacity

A determination of the schools with available capacity is updated quarterly, and will be posted on the School District's website. Specifications, plans, elements and commitments contained in the Five Year District Facilities Work Plan and long-range student projections are incorporated into the District's capacity determinations for Controlled Open Enrollment.

For the 2022-23 school year, a school will be subject to Controlled Open Enrollment when it has been determined that the school's enrollment is less than 90% of permanent Florida Inventory of School House (FISH) capacity. This determination takes into account the small overall size of our schools, where a few students can have a tremendous impact on capacity percentages, the high mobility rate of our students, and the need to ensure available seats remain at schools for students who move into the school zone. Skyward Student Information System enrollment counts will be used to measure enrollment for the purpose of making the capacity determination, every 12 weeks. Current enrollment will be compared with the school's permanent capacity based on the current FISH database. Available capacity will be the difference between the number of then-currently enrolled students and 90% of FISH capacity.

Each charter school governing board shall determine capacity based upon its charter contract. A charter school may provide preferential treatment in its Controlled Open Enrollment participation process in accordance with Florida Statute 1002.33(10), if such special purposes are identified in the charter contract.

Since Pre-Kindergarten (PK) programs are not mandatory, Controlled Open Enrollment options are not available for PK students.

Students with Disabilities (SWD) are eligible to apply to all programs and schools including Controlled Open Enrollment under the same criteria set forth for all students. If enrollment is granted, the IEP team will convene to discuss if the student's educational services as identified in the IEP can be provided. If not, the student will be placed at his/her home school or appropriate placement for services if they are a resident of Levy County. Students with Disabilities residing in another county, whom the District is not able to provide educational services as identified in the IEP will be expected to enroll in their home school district.

For the 2022-23 school year, the following schools have available capacity for the specified number of seats, and would be eligible for Controlled Open Enrollment for the 2023-24 school year. The application window opens April 3, 2023 for the 2023-24 school year.

For the 2022-23 school year, the following schools have available capacity for the specified number of seats per grade for the 2023-24 school year.	2022-23 FISH Capacity	2022-23 Membership Enrollment 10/13/23	Available Seats for 2023-24 based on 90% of FISH Capacity and Enrollment
Bronson Elementary School	783	K 95 1st 79 2nd 99 3rd 91 4th 100 5th 92	K 25 1st 24 2nd 25 3rd 25 4th 25 5th 26
Bronson Middle High School	686	6th 71 7th 85 8th 77 9th 97 10th 78 11th 63 12th 53	6th 13 7th 13 8th 13 9th 13 10th 13 11th 14 12th 14
Chiefland Elementary School	865	K 110 1st 109 2nd 116 3rd 135 4th 100 5th 112	K 16 1st 16 2nd 16 3rd 16 4th 16 5th 17
Chiefland Middle High School	914	6th 93 7th 120 8th 117 9th 118 10th 130 11th 116 12th 110	6th 0 7th 0 8th 0 9th 0 10th 0 11th 0 12th 0
Cedar Key School	437	K 15 1st 13 2nd 14 3rd 15 4th 17 5th 13 6th 18 7th 13 8th 14 9th 9 10th 8 11th 18 12th 16	K 16 1st 16 2nd 16 3rd 16 4th 16 5th 16 6th 16 7th 16 8th 16 9th 17 10th 17 11th 16 12th 16
Joyce Bullock Elementary	738	K 152 1st 203 2nd 190	K 41 1st 39 2nd 39
Williston Elementary	676	3rd 182 4th 149 5th 147	3rd 32 4th 32 5th 32

Williston Middle High School	1030	6th 158 7th 170 8th 168 9th 152 10th 174 11th 161 12th 143	6th 0 7th 0 8th 0 9th 0 10th 0 11th 0 12th 0
Yankeetown School	342	K 33 1st 32 2nd 24 3rd 29 4th 20 5th 17 6th 32 7th 21 8th 21	K 8 1st 8 2nd 8 3rd 8 4th 8 5th 8 6th 8 7th 8 8th 8

Updated 10/13/23

Capacity determination for each District school will be updated by grade level, quarterly, and schools must accept students who have submitted applications who are on a waiting list throughout the year as capacity becomes available by grade level.

Students residing in the District shall not be displaced by a student from another district who is seeking enrollment through the open enrollment provision.

B. Application Process and Lottery Selection

Applications are available on the School District's website during an open enrollment period as listed in the updated schedule for each year, attached hereto as Exhibit A. Paper copies of the application are also available for those without access to a computer. One application is required for each school to which the student would request consideration. (For example, if the student would be willing to attend two Controlled Open Enrollment elementary schools, two separate applications would be required).

Students subject to a current expulsion or suspension will not be permitted to take advantage of a Controlled Open Enrollment choice, nor will students who are currently enrolled in an alternative class setting.

For purposes of continuity of educational choice, a student who enrolls or transfers under Controlled Open Enrollment may remain at the Controlled Open Enrollment school until the student completes the highest grade level at the school. After completion of the terminal grade of that school, the student must return to their zoned school or apply for and be granted another lottery selection through Controlled Open Enrollment. Students residing in another county must return to their school district in the absence of another lottery selection entitling them to enroll in another District school.

Applications for Controlled Open Enrollment will only be accepted during the application window. Once the window has closed, all applications will be randomly numbered with the assistance of a computer program. Available seats will then be assigned to the applicants for that school starting at 1 and ending at the total number of seats available.

The application window will run simultaneously for both Levy County residents and out of county residents. There will be two separate lotteries, with in-county and out of county

students being numbered separately. The out-of-county applications will only be considered if there are still remaining open seats after the completion of the in-county lottery. Once notified of a lottery selection of an available seat, the parent/guardian must accept in writing and enroll the student in the specified school. If a student happens to receive a lottery selection for more than one school, the parent/guardian must select one and decline the other.

If seats re-open due to a declined selection, the student with the next number in the lottery will be notified and offered the seat. Once notified, the parent/guardian will have ten working days to respond. No response will be considered a decline of the selection. If an applicant is not selected, and there is no capacity, the applicant will be put on a waiting list. If capacity becomes available at a grade level within a school after the school year starts, the parents of the next applicant on the waiting list will be notified of the opening and permitted to enroll if desired.

There is no appeal process for Controlled Open Enrollment as it is based strictly on a lottery procedure.

C. Siblings and Preferential Placement

A parent may declare their school preference with respect to the placement of sibling students within the same school. Applications with a verified sibling priority shall be noted and maintained in a separate sibling list. These applications will be given a lottery number along with all other applications. However, when one sibling is selected, the remaining sibling(s) will be given a priority to attend the same school by allowing them to take the next number or to be placed on the waitlist only behind other siblings. If siblings cannot be placed at the same school, a hardship request may be requested. Siblings are defined as a brother, sister, half-brother, half-sister, stepbrother or stepsister, living in the same household. Verification will be required.

Preferential treatment shall be provided for

1. Dependent children of active duty military personnel whose move resulted from military orders;
2. Children who have moved due to foster care placement in a different school zone;
3. Children who have moved due to a court-ordered change in custody as a result of separation or divorce;
4. Children who have moved due to the serious illness or death of a custodial parent;
5. Students at multiple session schools; and
6. Students residing in the District.

D. Availability of Transportation

Transportation options required by law will be provided by the District as applicable. Choice Program students may receive transportation regardless of their proximity to the Choice school. Parents must provide transportation to the closest bus stop in order to be eligible. Bus stops will only be available within the Choice Transportation Zone for each school and additional stops will not be created.

E. Student-Athlete Transfers

Student-Athletes who transfer to another school must comply with the FHSAA Rules of Athletic Eligibility in order to be eligible to participate in interscholastic athletics and interscholastic extracurricular activities.

A student participating in Controlled Open Enrollment or a choice program is immediately eligible upon enrollment to participate in interscholastic athletics and interscholastic extracurricular activities, if they meet FHSAA eligibility guidelines.

A student may not participate in a sport if the student participated in that same sport at another school during that school year, unless the student meets one of the following criteria:

- Dependent children of active duty military personnel whose move resulted from military orders.
- Children who have been relocated due to a foster care placement in a different school zone.
- Children who have been moved due to a court-ordered change in custody due to separation or divorce, or the serious illness or death of a custodial parent.
- Good cause for participation exists under District or charter school policy.

F. Voluntary Return to Assigned School or District

Upon request, a student shall be permitted to return to the student's zoned school; however, it is recommended that the student return at the end of the grading period or semester, unless extenuating circumstances are present.

G. Rescinding of Placement

Controlled Open Enrollment placement may be rescinded if:

- Incorrect or false information was provided in the application;
- Attendance, tardiness or discipline/behavior problems develop at the receiving school.

H. Class Size Compliance

Availability of seats at a school designated as having capacity under the Controlled Open Enrollment process is subject to the maximum class size pursuant to Florida Statute 1003.03 and Section 1, Article IX of the State Constitution.

Maximum class sizes: PK-grade 3=18 students, grade 4 through grade 8=22 students, grade 9 through 12=25 students

I. Hardship Transfers

A student may be granted a "hardship" transfer when a condition or situation exists that implies an adverse or compelling circumstance or a state of misfortune unique to that student's life or a family's life situation. The situation could impact the student's ability to achieve success at their zoned school. Relevant documentation must be attached to the School Choice Application.

J. Preferential Placement

Preferential placement will be provided to the following through the Hardship Transfer process:

- Dependent children of active duty military personnel whose move resulted from military orders.
- Children who have been relocated due to a foster care placement in a different school zone.

- Children who have been moved due to a court-ordered change in custody due to separation or divorce, or the serious illness or death of a custodial parent.

K. Grandfathered Requests

Students, once accepted who are presently attending a school that is outside their zoned school, including students who reside in a different district, may remain at his or her current school until they reach the terminal grade for that school, unless there are attendance or discipline issues.

L. Home Purchase Requests

Hardship transfers based on future home purchases may be considered for a student whose parents have begun actual construction on a home in the receiving school zone, if the student shall permanently move into the home by the end of the semester in which the transfer takes place. Students who move following the first semester are permitted to complete the academic year at the school in which the students were legally enrolled prior to the change of address, and may remain at that school until the terminal grade of that school. Parents will be required to provide transportation to the desired school or nearest bus stop in this case. In all other circumstances, students shall be assigned to a school based on their current residence.

M. Out-of-County Residents

Out-of-County Residents may only apply to attend Levy County Schools by submitting a School Choice Application that has been approved for controlled open enrollment, or a Special Attendance Form that is approved by the school Principal and the Superintendent or designee.

N. Controlled Open Enrollment as a Hardship

Not being selected by the lottery for Controlled Open Enrollment shall not constitute a hardship.

O. Hardship Transfer Application Process

- Applications must be submitted by the assigned deadline, attached hereto as Exhibit A.
- Transportation must be provided by the parent.
- Requested school must be compliant with the Class Size requirement.
- Parent agrees that at any time during the school year, a transfer may be revoked due to poor attendance, tardiness, or discipline issues.
- Parents understand that falsification of residency shall result in the revocation of the transfer waiver. The student will return to his or her zoned school at a time determined by the Superintendent or designee.
- Parent must receive a Superintendent or designee APPROVED Special Attendance Form from the Levy County School Board Office.
- Parents must complete a separate form for each child seeking to transfer.

Applicants will apply during the application window included in the schedule attached to this plan (Exhibit A) and posted on the School District Website at: <http://www.levyk12.org>

Hardship transfers are valid for **one school year only**. Students currently on a hardship waiver are not automatically guaranteed acceptance for the next school year. A new application must be submitted annually.

A committee will review the hardship request for an out of zone transfer. A decision will be made based on the information provided in the application and any additional documentation.

School District employees may request, as a privilege of employment, to bring their children to either the school in which they work or the closest school in proximity to their place of employment within the appropriate grade structure. Employees will complete the appropriate application and receive approval from the Superintendent, or his designee. If the employee is no longer employed by the District, the privilege is revoked. If the place of employment has changed, a new application must be submitted. All decisions by the Superintendent are final.

5. McKay Scholarship Program for Students with Disabilities

Florida's school choice programs allow parents to choose the best educational setting—public or private—for their child. The McKay Scholarship Program for Students with Disabilities is providing thousands of Florida students with special needs the opportunity to attend a participating private school. The McKay Scholarship Program also offers parents the choice to transfer their eligible child to another public school.

Effective July 1, 2022, the McKay Scholarship Program will join the Family Empowerment Scholarship Program under the Unique Abilities category (FES UA). Current McKay families will have the opportunity to remain in their current public or private school choice setting or to utilize the additional options available under the FES UA education savings account model to further customize their child's education experience for their specific needs.

For more information go to: <https://www.fl DOE.org/schools/school-choice/k-12-scholarship-programs/mckay/>

6. Opportunity Scholarship Program

The Opportunity Scholarship Program (OSP) was created as a Florida school choice option in 1999. As originally implemented, the program offered students who attended or who were assigned to attend failing public schools the option to choose a higher performing public school or a participating private school.

On January 5, 2006, the Florida Supreme Court issued a ruling declaring the private school option of the Opportunity Scholarship Program unconstitutional. Students assigned to a failing school are no longer offered the opportunity to transfer and enroll in a participating private school. The option to attend a higher performing public school remains in effect.

For more information go to: <https://www.fl DOE.org/schools/school-choice/k-12-scholarship-programs/osp/>

7. The Gardiner Scholarship

The Gardiner Scholarship Program is repealed as of July 1, 2021. These students are now eligible under the recently expanded Family Empowerment Scholarship Program.

8. Family Empowerment Scholarships

On May 11, 2021, Governor DeSantis signed House Bill 7045 into law, resulting in several changes to the state's K-12 scholarship programs, including an extensive expansion of the Family Empowerment Scholarship Program.

House Bill 7045 expanded the Family Empowerment Scholarship Program to include two branches of eligibility, the Family Empowerment Scholarship for Educational Options(FES

EO) and the Family Empowerment Scholarship for Students with Unique Abilities (FES UA).

Family Empowerment Scholarship for Educational Options

This branch of the scholarship eligibility is based on family income and provides the option for K-12 students to attend a participating private school. Families apply through one of the approved scholarship funding organizations (SFO), which are responsible for determining and distributing funding to private schools.

FES EO also offers families of eligible students the option to receive a \$750 scholarship to provide transportation to a public school different from the school to which the student was assigned.

Family Empowerment Scholarship for Students with Unique Abilities

Effective July 1, 2022, the McKay Scholarship Program will join the Family Empowerment Scholarship Program under the Unique Abilities category. For information on the transition process, see [McKay transition to FES: FAQs](#).

This branch of the Family Empowerment Scholarship Program is designed to offer families of students with disabilities, as young as 3 years of age, access to additional education options. Families may choose to enroll their student in another public school, or they may take the opportunity to receive a personal education savings account (ESA) for their student. With an ESA, parents receive a deposit of public funds into government-authorized savings accounts with restricted, but multiple, uses. An ESA can be used to fund not only items such as private school tuition and fees, but also online learning programs, private tutoring, community college costs, higher education expenses and other approved customized learning services and materials. Families apply **and annually renew** for participation in FES UA through one of the approved SFOs, which are responsible for determining eligibility, awarding and distributing funding to eligible student accounts, and approving eligible expenditures.

For more information see: <https://www.fldoe.org/schools/school-choice/k-12-scholarship-programs/fes/>

If you are interested in applying for either branch of the Family Empowerment Scholarship Program, please contact one of the two scholarship funding organizations that administers these programs:

A.A.A. Scholarship Foundation- FL, LLC

P.O. Box 15719, Tampa, FL 33684

Phone/Fax: 888-707-2465

info@aaascholarships.org

Step Up For Students

P.O. Box 54367

Jacksonville, FL 32245-4367

877-735-7837

info@stepupforstudents.org

9. Hope Scholarship Program

The Hope Scholarship is for students in grades kindergarten through 12 who are enrolled in a Florida public school and have been bullied, harassed, assaulted, threatened and or other violent acts to transfer to another public school or enroll in an approved private school.

Beginning with the 2018-2019 school year, a student enrolled in a Florida public school in

kindergarten through grade 12 who has been subjected to an incident of battery; harassment; hazing; bullying; kidnapping; physical attack; robbery; sexual offenses, harassment, assault, or battery; threat or intimidation; or fighting at school the opportunity to transfer to another public school with capacity or enroll in an approved private school under the Hope Scholarship. Incidents reported may be investigated at the district level, however, there does not have to be substantiation on the part of the district to offer a transfer to another public school with capacity or the ability for the student to move to an eligible private school on scholarship.

School district personnel in Florida have a responsibility to notify families of the Hope Scholarship Program. For more details on the scholarship, please visit [Step Up For Students](#), the Scholarship Funding Organization that administers this program, or <https://www.fldoe.org/schools/school-choice/k-12-scholarship-programs/hope/>

10. Reading Scholarship Accounts

Reading Scholarship Accounts are available for students in grades 3 through 5 who are enrolled in a Florida public school and scored below a Level 3 on the grade 3 or grade 4 statewide, standardized English Language Arts assessment in the prior school year.

What is the amount of a Reading Scholarship Account?

For the 2022-23 school year, the amount of the scholarship is \$500 per eligible student.

How do I apply for a Reading Scholarship Account?

To apply for funding, a parent must submit an application to an eligible [scholarship funding organization directly](#).

For the 2022-23 school year, [Step Up For Students](#) will be the only Scholarship Funding Organization administering this scholarship program.

The eligible expenditures for reimbursement are:

- Instructional materials
- Curriculum;
- Tuition and fees for part-time tutoring services. The services shall be provided by a person who holds a valid teaching certificate pursuant to s. 1012.56, F.S.; a person who holds a baccalaureate or graduate degree in the subject area; a person who holds an adjunct teaching certificate pursuant to s. 1012.57; or a person who has demonstrated a mastery of subject area knowledge pursuant to s. 1012.56(5);
- Fees for specialized summer education programs designed to improve reading or literacy skills; and
- Fees for after-school education programs designed to improve reading or literacy skills.

11. Charter Schools

Charter Schools are public schools that operate under a performance contract or “charter” established between the school district or “Sponsor” and a Florida not-for-profit organization. Florida Statute 1002.33 defines the rules, requirements and regulations under which a charter may be authorized. The act of authorization is a right reserved to the local School Board. Charter contracts must meet the standards established by statute, however, other local provisions may be included as part of the contract negotiating process.

Levy County is currently home to two charter schools, which can be viewed on the school

district's website at <http://www.levyk12.org> Parents interested in sending their child to a charter school should contact the charter school directly for information on their application process.

12. Home Education

Florida Statute 1002.01, F.S., defines home education as the sequentially progressive instruction of a student directed by his or her parent or guardian in order to satisfy Florida's compulsory education requirements. Florida Statute 1002.41 specifies the responsibilities of parents who establish a home education program.

They must:

Send a written notice of intent to the school district superintendent. The notice must be filed within 30 days of beginning the home education program and must include the following information:

- Name of the home education student(s)
- Birthdate(s)
- Address
- Parent's signature

Maintain a portfolio of educational records. Statute defines a portfolio as: a log of educational activities which is made contemporaneously with the instruction and which designates by title any reading materials used, and samples of any writings, worksheets, workbooks or creative materials used or developed by the student.

Make the portfolio available for inspection by the superintendent upon 15-day written notice (The statute does not require the superintendent to inspect all portfolios).

Provide an annual educational evaluation of the student's educational progress to the superintendent. The evaluation must consist of one of the following:

1. A Florida certified teacher chosen by the parent may evaluate the child's progress based on a review of the portfolio and discussion with the student.
2. The student may take any nationally-normed student achievement test administered by a certified teacher.
3. The student may take a state student assessment test at a location and under testing conditions approved by the school district.
4. The student may be evaluated by a psychologist holding a valid, active license pursuant to Florida Statutes 490.003 (7) or (8).
5. The student may be evaluated with any other valid measurement tool as mutually agreed upon by the parent and the superintendent.

For more information: [Homeschool Packet](#)

13. Dual Enrollment

Levy County has dual enrollment articulation agreements with the University of Florida, College of Central Florida, and Santa Fe College. Please contact the school you are zoned for regarding dual enrollment opportunities and qualifications.