



# MARSS University 105 Homebound

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# Ten Minnesota Commitments to Equity

1. Prioritize equity.
2. Start from within.
3. Measure what matters.
4. Go local.
5. Follow the money.
6. Start early.
7. Monitor implementation of standards.
8. Value people.
9. Improve conditions for learning.
10. Give students options.

# Homebound Data Element

- Minnesota Automated Reporting Student System (MARSS) Data Element
- Student Reporting File
- Edited at End-of-Year
- Used to validate Membership Days for students who have no Attendance Days.
- Indicates student was medically confined to their home.

Homebound Service Indicator in [Data Elements](#).

# Homebound Reporting

- For reporting and state aid purposes, one hour of one-to-one instruction in the home is equivalent to one day of membership. Except for students enrolled in a four-day week.
- Districts are not limited to providing only one hour of instruction per day.
- Students with individualized education programs (IEPs) must be provided the services required in the IEP.

# Homebound Conditions

## Conditions that must exist to claim homebound instruction:

- Medical authority must provide written verification confining the student to the home.
  - No shopping or attending school events.
- Doctor's note needs a termination date.
- Instruction provided by a licensed teacher.
- One hour of one-to-one instruction must be provided for each Membership Day.
  - Doctor limits homebound visit to less than an hour.
  - Round to nearest hour.

# Not Considered Homebound

## Situations that are not considered homebound:

- Minnesota Pupil Fair Dismissal Act (PFDA).
- Students who attend part-time. Example, pregnant students who receive instruction in separate classroom.
- Students placed by courts, principals and IEP teams.
- Meetings with county social workers, probation officers.
- Sending course work home with siblings, parents, email or intranet.
- Residential facilities.

# Not Considered Homebound (2)

## Situations that are not considered homebound, continued:

- Instruction while student is expelled.
- Parents who refuse to allow district to provide homebound instruction.
- Homeschooled, nonpublic school students.
- Home-based, prekindergarten IEP students.
- Students who are parents and whose child is sick or medically confined to the home.

# 15-Day Withdrawal

- 15-Day Withdrawal
- Homebound instruction does not break the 15-day withdrawal deadline.
  - When homebound instruction starts within the first 15 days:
    - Withdraw the student immediately prior to the date of the first homebound visit.
    - Re-enroll the student on the first homebound visit.
  - When homebound starts on the 16<sup>th</sup> consecutive day absent:
    - Withdraw the student on the 15<sup>th</sup> consecutive day absent.
    - Re-enroll on the 16<sup>th</sup> day which is the first homebound visit.
  - When homebound starts after 15<sup>th</sup> consecutive day absent:
    - Withdraw the student on the 15<sup>th</sup> day absent.
    - Re-enroll the student on the day of the first homebound visit.



- IEP Placement – students with an IEP placed in the home by the IEP team are considered part-time; each hour of instruction generates one membership hour.
- Students with IEPs that are homebound:
  - **Must have a medical note on file confining the student to the home.**
  - **Must receive a minimum of one hour of instruction per day to claim as full-time.**
  - **May required additional services.**

# Attend School on an Irregular Basis

Attend school on an irregular basis per medical authority. For example, student attended school site Monday, Wednesday and Friday all day. Received instruction in the home on Tuesday and Thursday.

- Report student as part-time.
- Percent enrolled = 999
- Homebound Flag = N
- Report the number of Membership Hours the student received at school and in the home.

# Attend School Part-Time

Attend school part-time per medical authority. For example, student attended school site Monday through Friday in the mornings. Receives instruction in the home for one hour each day.

- Instruction in the home generates the balance of the day.
- Full-time for the days the student attends the school site and receives instruction in the home.
- Homebound Flag = N

# Reporting for Students Who Receive Instruction Off-Site

- Decision grid on how to report students under various situations.
- Posted on Minnesota Department of Education (MDE) website > MARSS Student Accounting > MARSS Reporting Instructions.
- [Reporting for Students Who Receive Instruction Off-Site](#)

# Cancelled Homebound Sessions

- When parent cancels – the homebound visit can generate the minutes/hours for membership.
- If the school cancels – the homebound visit does not generate membership.
- If canceled session is rescheduled, the original visit cannot be claimed for membership.
  - **No claiming the same membership twice.**

- Homebound
  - Maintain records that show the actual dates of each homebound visit and the number of hours of instruction provided on each homebound visit.
  - Verification from medical authority confining the student to the home.
- Instruction provided both in school and in the home
  - Maintain detailed records of the student's attendance at school and the number of instructional hours provided in the home.
  - Verification from medical authority limiting the student's attendance at school.

# Questions?



# Thank you!

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