

MEMORANDUM

TO: District Finance Officers
District Technology Directors
District PowerSchool Coordinators

FROM: Joshua Byers
District Financial Services Manager

DATE: April 1, 2025

RE: Home Instruction Report

Pursuant to the provisions under Section 59-65-40 of the SC Code of Laws, any pupil who was approved and received Home Instruction between the 1st and 135th day of school must be included in this report. Report only those students that are supervised by your district. Students whose instruction is conducted under the sponsorship of the South Carolina Association of Independent Home Schools are not eligible for funding.

Please report the number of homeschooled pupils in your district using the attached form. The form is a one-page consolidated district report and should not be reported individually by schools. The number (head count) of home instructed pupils in your district should be reported after the 135th day of school and sent to the Office of Finance no later than April 16, 2025.

Funding will be disbursed after reports have been received and compiled. Funds should be recorded under Revenue 3132, Sub fund 100.

Districts must retain the appropriate documentation for each pupil, a copy of the Home Instruction form, and a listing by-name of all approved pupils.

Please send completed forms and direct any questions to Michael Scheele, mscheele@ed.sc.gov.