

South Dakota
Alternative Instruction Notification
Online Reporting System
Instructions for School Districts

During the 2021 legislative session, [SB 177](#) revised the provisions of parental choice regarding compulsory school attendance. Specific statutes are in SD Codified Law CHAPTER [13-27](#)

On July 1, 2021 the revised laws went into effect.

THEN	NOW
TERMINOLOGY: EXEMPT	TERMINOLOGY: ALTERNATIVE LEARNER ALTERNATIVE INSTRUCTION
<p style="text-align: center;"><u>Method for Reporting</u> <u>PAPER</u> APPLICATION FOR PUBLIC SCHOOL EXEMPTION CERTIFICATE</p>	<p style="text-align: center;"><u>ONLINE</u> NOTIFICATION FOR ALTERNATIVE INSTRUCTION SYSTEM (paper form is available)</p>
<p style="text-align: center;"><u>When to Report</u> REPORT EXEMPT STATUS <u>ANNUALLY</u></p>	<p>REPORT ALTERNATIVE INSTRUCTION STATUS <u>ONE TIME</u>, UNLESS A TRANSITION TAKES PLACE:</p> <ol style="list-style-type: none"> 1. The child is moving to or open enrolling in another district but will still be home schooling. 2. The child will no longer be home schooling.

THEN	NOW
<p><u>The District's Responsibilities</u> THE DISTRICT IS REQUIRED TO SEND A COPY OF EACH EXEMPTION NOTIFICATION RECEIVED, TO:</p> <ol style="list-style-type: none"> 1. THE PLACE OF INSTRUCTION 2. THE STATE DEPARTMENT 	<ol style="list-style-type: none"> 1. The Online Notification System allows the District to view all students that designate it as their resident district. 2. THE DISTRICT MUST FORWARD A SIGNED COPY OF ALL PAPER ONLY NOTIFICATIONS TO: <ol style="list-style-type: none"> a. THE PARENT b. THE STATE DEPARTMENT
<p><u>Reporting to Student Information System</u> DISTRICTS REPORT EXEMPT STUDENTS INTO INFINITE CAMPUS (OR OTHER STUDENT INFORMATION SYSTEM)</p>	<p>THE DISTRICT MAY REPORT AN ALTERNATIVE LEARNER IN CAMPUS IF THE STUDENT PARTICIPATES IN:</p> <ul style="list-style-type: none"> • ED SERVICES – REQUIRED • SPED SVCS – REQUIRED • ATHLETICS – OPTIONAL • FINE ARTS – OPTIONAL • OTHER ACTIVITIES – OPTIONAL • NO SERVICES – NO REPORTING ALLOWED
<p><u>Standardized Testing</u> HOME SCHOOL STUDENTS IN GRADE 4, 8 AND 11 REQUIRED TO TAKE A STANDARDIZED TEST</p>	<p>STANDARDIZED TESTING NOT REQUIRED FOR ALTERNATIVE INSTRUCTION LEARNERS</p>

Student Enrollment Accountability

13-27-15. Attendance records maintained by superintendent or president of board--Reports required.

Each superintendent, or the president of the school board in districts without a superintendent, is responsible for maintaining an accurate record of the attendance of all persons of compulsory school age who are enrolled in an accredited school under his or her supervision. The superintendent or president shall, at regular intervals, report the names of all enrolled persons who are of compulsory school age, not excused from school, who do not or who irregularly attend an accredited school to the truancy officer. The superintendent or president shall include reasons for the absences in the report.

- **No change**

Alternative learners may participate in extracurricular activities, and must adhere to any local training and eligibility rules that regularly enrolled students must meet.

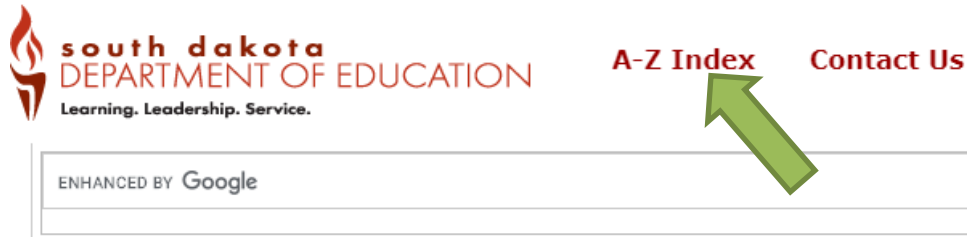
Additionally, alternative learners are held to the rules set forth by the SD High School Activities Association for athletics and other activities.

Accessing the Online Alternative Instruction Notification System How to Use It

Step 1 – Create a District (K12) Profile

SD Department of Education Homepage (Header)

1. Access the A-Z Index



2. Select the link: Alternative Instruction Notification

- A
- [Accountability](#)
- [Accreditation](#)
- [Accuplacer/MyFoundationsLab](#)
- [ACT](#)
- [Addressing Chronic Absenteeism Grant](#)
- [Administrator Certification](#)
- [Administrator Complaints](#)
- [Administrative Rule Waivers](#)
- [Advanced Placement](#)
- [Afterschool Snacks \(Child Care\)](#)
- [Alternative Certification](#)
- [Alternative Instruction Notification](#)
- [Arts, A/V Technology & Communications](#)
- [Assessment](#)
- [Attendance/Absenteeism](#)
- [Audit Status, School Districts](#)

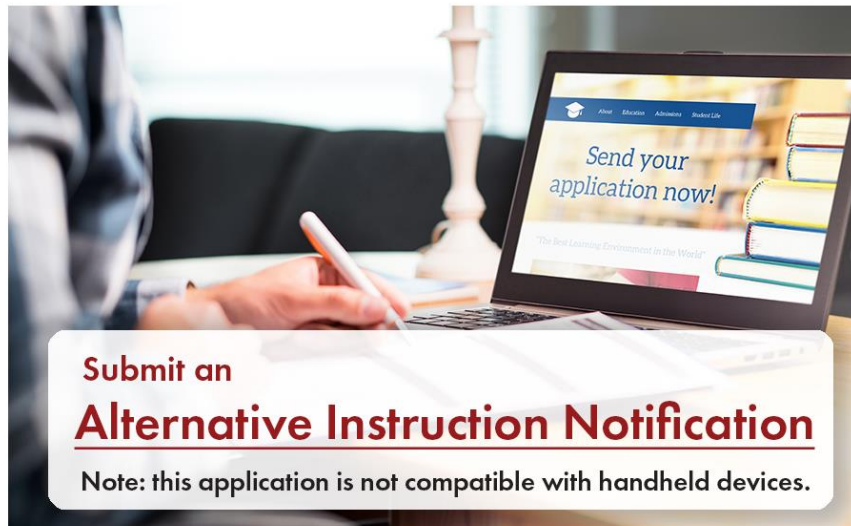
3. Select 'Submit an Alternative Instruction Notification' link

Alternative Instruction Notification

Parents/guardians who choose to provide alternative instruction pursuant to [SDCL 13-27-3](#) are required to file an [Alternative Instruction Notification](#). The notification must be submitted on a form provided by the Department of Education.

For individuals who choose, a paper copy of the [Alternative Instruction Notification form \(pdf\) \(word doc\)](#) may be downloaded and submitted per the instructions on the form.

Individuals are only required to submit a notification one time for each child, unless a transition has occurred. Please see [section 1.5 of the FAQ](#) for more information.



<https://doe.sd.gov/oatq/homeschooling.aspx>

4. Follow the prompts to create your K-12 profile



Alternative Instruction Notification

[Home](#) [Notification Forms](#) [Edit Profile](#)

Getting started

If needed, please edit your account details on the [Edit Profile page](#).



+ Add New Child

Alternative Instruction Notification

[Home](#) [Notification Forms](#) [Edit Profile](#)

Profile

Please enter the name of the Parent, Guardian, or Other person having control of the child

First Name

First

Last Name

Last

Middle Name

Suffix

Main Phone

6050000000

Other Phone

Email

Physical Address

Address

123 School St.

City

Pierre

State

SD

Zip Code

57501

Resident District [Find your district](#)

Pierre 32-2

Mailing Address

My mailing address is the same as my physical address:

Address

City

State

Zip Code

Once a profile is complete, user permissions can be set by the department. The district user can view their resident alternative learners.

Alternative Learners Reported to Your District

To view students from your district, select 'Check incoming forms'



Alternative Instruction Notification

[Home](#) [Notification Forms](#) [Edit Profile](#)

0 [Check incoming forms](#)

Narrow Down the Search

- To see the full list of students reported to your district, simply select your specific district in the 'District' cell, and select search.
- To find a particular student, code in the specific details for that student, and search.



KatDist ▾ Sign out

Alternative Instruction Notification

[Home](#) [Notification Forms](#) [Edit Profile](#)

Submitted Notifications for Aberdeen 06-1

Search

Child's First Name	Child's Last Name
<input type="text"/>	<input type="text"/>
District	Sort Order
<input type="text" value="▼"/>	<input type="text" value="▼"/>

Child	Parent	District	Dual Credit?	Effective School Year	Sent Date
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Accurate Student Reporting Practices

The parent, guardian, or other person having control of the child shall provide notification of any transitions by submitting the standard notification form to the Department of Education or the local district.

An updated notification indicating a change in status for a child must be submitted within 30 days of any of the following *transitions*:

1. The child is moving to or open enrolling in another district but will still be home schooling.
2. The child will no longer be home schooling.

A few questions from the field:

- When the state department receives a paper notification form from an alternative instruction setting, the department completes the signature/date section and sends a copy: 1. back to the parent, and 2. a copy to the school district.
- When the school district receives a paper notification form from an alternative instruction setting, the school district completes the signature/date section and sends a copy: 1. back to the parent, and 2. a copy to the state department. PLEASE SEND INDIVIDUAL COPIES TO THE STATE – DO NOT SAVE SEVERAL NOTIFICATIONS AS ONE (PDF) DOCUMENT.

Q. What does the district do with the online alternative instruction notifications in the online notification system?

A. The district uses the online notification system to ensure that all students who opt for alternative instruction status in their district have completed the necessary notification process.

Q. A few parents had already dropped off the application previously used to report home school status. Does the parent need to be contacted and directed to the state website to complete an online notification?

A. All families that choose the alternative instruction route should be encouraged to utilize the online notification system. Outdated Exemption Certificate forms should not be accepted. Instruct families to complete the current version of the Alternative Instruction Notification form that's posted on the DOE website.

Q. No grade or address listed on the online notification for students.
How does the district know the student's household is in our district?

A. Changes to SDCL pertaining to alternative instruction does not expressly allow for the department to collect student grade level or student resident location.

Q. Should students receiving alternative instruction be reported in Infinite Campus?

A. You must not report those students in the system **unless** they are receiving educational or Sped services.

So – if the alternative learner is receiving a service, the student will have an enrollment record in the general ed calendar.

If they are NOT receiving any services, they **should not** be in the system, and the district should delete those enrollments from the system.

QUESTIONS?

An extensive Frequently Asked Questions 'FAQ' is posted on the SDDOE Alternative Instruction webpage here:

<https://doe.sd.gov/oatq/homeschooling.aspx>

Thank you

SD State Accreditation

Email the team: doeaccred@state.sd.us