

# **Harford Christian School Homeschool Umbrella**

## **Portfolio Requirements and Review**

Each family must compile a portfolio of work accomplished throughout the school year for each child taught at home. The purpose of the portfolio is to document that “regular and thorough instruction” is being provided in the home and is required by state law.

### ❖ Portfolio Requirements

Each child’s portfolio must contain the following items:

1. Complete a Homeschooling Review Sheet and have ready in the portfolio for the evaluator. There are specific sheets for K-8<sup>th</sup> grade and 9<sup>th</sup>-12<sup>th</sup> grades.
2. A chart or calendar documenting how many days of school have been completed.
3. Compile and gather a record of student’s work completed throughout the school year. A good way to complete this is to gather about 3 examples of the student’s work per subject each month. Another idea is to keep the student’s work for the year and have the student and parent choose out their favorite samplings of the work throughout the year, including plenty of work to show that an adequate amount of work has been accomplished throughout the year in each required subject. Writing the date on each day’s work will also help to show “regular and thorough instruction.” If a test is not given at the end of a unit, it is recommended to include the chapter reviews for each subject in the portfolio. For example, the chapter reviews in a math book or English book, the summary questions at the end of a history chapter, a spelling test each week, recited Bible verses, etc. This shows that not only that the work was completed but that the student has learned and retained information covered. The chapter review or chapter test is also a good summary of what information has been covered.

4. For high school, numerical grades will be required in each subject. Proof for the grades given will need to be provided. These grades can then be entered into the student's high school transcript. If a parent prefers, letter grades only may be entered on the high school transcript.
5. The gathered work can be placed in a binder with dividers or accordion style folder to take to the portfolio review. Add in pictures of field trips, special events, recitals, academic projects, service projects, sports, concerts, etc. Be sure to include examples from each subject that is required by the state law. See the "Yearly Academic Guidelines" for a list of required subjects to be taught.
6. Book List. Include a list of books used during the school year. This is especially important for curriculum books but also curriculum supplements. The list can include DVDs, CDs, Books on Tape, and computer sites.
7. Online classes may present differently. If you wish to include work from the online class that is perfectly acceptable, especially if the class includes workbooks, essays, or writing assignments. However, if all work is completed on the computer, a final grade/report card may be printed and included in the portfolio.
8. Do not feel obligated to bring every book, workbook, test booklet, etc. The portfolio will be a good summary of the work completed. I do understand, however, if you would prefer not to tear out pages of a book, then that book may come along.

Be creative and have fun with the portfolio! It should be something that each student is excited about and proud of to show at the portfolio review! A culmination of the year, showing all the hard work that you completed!

#### ❖ Portfolio Review

Each family must schedule a portfolio review, in which they will meet with the coordinator or evaluator to review the portfolio to see that "regular and thorough instruction" is being taught in the home. These reviews will take place at the end of May or beginning of June.

If the portfolio does not meet the requirements, the family will be given 30 days to supply needed materials and evidence of sufficient schooling.

Families that pass all requirements have successfully completed the school year!

## **HCS Umbrella Yearly Academic Guidelines for Maryland**

### Elementary and Middle School Guidelines (K5-8th)

- Bible
- Language Arts – To include English, Spelling, Handwriting, and Reading
- Mathematics
- Science/Health
- History/Social Studies
- Art
- Music
- Health
- Physical Education
- Other – Electives (Technology, Foreign Languages, Special Skills)

### High School Guidelines and Graduation Requirements (9th-12th)

- Bible – 2 credits
- English - 4 credits
- History – (US History, World History, and Government) 3 credits
- Science – (Biology, Earth, Life, Environmental, Physical Science, etc.) 3 credits
- Math – (Algebra, Geometry, 2 additional math) 4 credits
- Computer science – 2 credits
- Physical Education and Health – 1 credit
- Fine Arts – 1 credit
- Electives (Ex: additional fine arts, Bible, foreign language) – 2 credits
- Community Service – 75 documented hours (1 credit)

Total = 23 credit hours