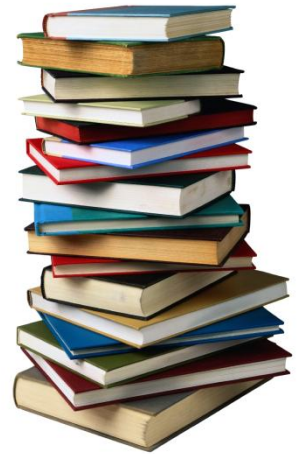


Harford Christian School Homeschool Umbrella



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 it is required by state law.

❖ Portfolio Requirements

Each child’s portfolio must contain the following items:

1. Complete a Year End Review Sheet for each child and have ready in the portfolio for the evaluator. There are specific sheets for K-8th grade and 9th-12th grades.
2. A chart or calendar documenting how many days of school have been completed. This could be the schedule in the front of many schoolbooks.
3. Compile and gather a record of student’s work completed throughout the school year. A good way to complete this is to gather an example of the student’s work per subject for each month. Samples from the beginning, middle, and end of the book can be used. The student and parent can choose out their favorite samplings of the work throughout the year, including work to show that a full year’s work has been accomplished throughout the school year in each required subject. Writing the date on each day’s work will also help to show “regular and thorough instruction.” You could also use the tests at the end of the chapters. If a test is not given at the end of a unit, the chapter reviews could be included in the portfolio. For example, the chapter reviews in your math or English book, the summary questions at the end of a history chapter, spelling tests, recited Bible verses, etc. Approximately 10-15 samples of work from each subject should be included in the portfolio.

4. For high school, numerical grades will be required in each subject. Proof of the grades given will need to be provided in the portfolio. These grades will then be entered into the student's high school transcript. Letter grades or numerical grades may be entered on the high school transcript, according to the parents' discretion.

****Note:** Grades and testing are not required for grades K-8. If a parent decides to "practice" collecting grades for 7th and 8th grades, that is a good idea, but it is not required. Parents are used to tests and grades from a brick and mortar school, but when a parent is working alongside their child, they very often know how their child is performing in school from checking their daily work.

5. The gathered work can be placed into a three-ring binder with dividers or an accordion style folder to take to the portfolio review. Individual folders may also be used. Add pictures of field trips, special events, recitals, academic projects, service projects, sports, concerts, art projects, etc. Be sure to include examples from each subject that is required by 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. The list can include DVDs, CDs, audiobooks, and websites. These can be included on the Review Sheet, but a separate reading log can also be included.
7. Online classes may be presented differently. You may include work from the online class, especially if the class includes workbooks, essays, or writing assignments. However, if all work is completed online, 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, completed page, project, 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! Decorate the front cover with completed artwork or a school picture. Decorate the dividers with stickers and markers. It should be something that each student is excited about and proud 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/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. The purpose of the review is not to pass your child onto the next year or grade, but to fulfill the law to show that students are growing and learning at home.

If the portfolio does not meet the requirements, the family will be given 30 days to supply the schoolwork and evidence needed to show sufficient schooling in the home.



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