

Homeschooling Portfolio Guidelines

1. PREPARING THE PORTFOLIO FOR HOME INSTRUCTION

The General Regulation state that instruction should be provided in subjects “usually taught in the Public schools to students of the same age” and should include “English, Math, Science, Social Studies, Art, Music, Health, and Physical Education”. The K-8 program includes developmentally appropriate instruction in every area. In grades 6-8, instruction in Art, Music, Health, Physical Education, and Technology Education is nine weeks in duration. The 9-12 program includes six or more credits of instruction per year toward the Maryland High School graduation requirements. (One credit is equal to an hour of daily instruction for a full school year.) The Maryland High School graduation requirements include as a minimum:

- . 4 credits: English
- . 3 credits: Math (1 credit must be in algebra and 1 credit must be in geometry)
- . 3 credits: Science (1 credit must be in Biology)
- . 3 credits: Social Studies (US History, American Government, World History)
- . 1 credit: Fine Arts (Dance Drama, Visual Arts, or Music)
- . 1 credit: Technology Education
- . 1 credit: Physical Education/Health
- . 2 additional credits: Advanced Technology Education or Foreign Language

2. PORTFOLIO REVIEW

This form provides an overview of your instructional program for each student and, when completed, serves as documentation of portfolio reviews. It should briefly describe your instructional program for the year. It should be completed prior to each review. The review form should indicate how instruction in each area will be structured (such as textbook, correspondence course or art lessons).

3. DOCUMENTING REGULAR, THOROUGH INSTRUCTION OF SUFFICIENT DURATION

General Suggestions:

- Give evidence of a regular, planned schedule of instruction.
- Maintain a planning book.

- Maintain a record of grades for all subjects.
- Bring examples of instructional materials to each review.

4. STUDENT PORTFOLIO

While curriculum outlines, instructional materials, and descriptions of instruction can help paint a picture of home schooling, actual samples of student work are an essential component of a portfolio review.

- Adequate examples to document work for each subject throughout the period of instruction must be provided.
- Samples of the student's writing, worksheets, workbooks, creative materials and tests must be provided.
- Other means of documenting work include journals, photographs, certificates, awards, and programs.
- The checklist on the portfolio review form represents recommended items, but not all are required for a satisfactory review.
- All school work should be arranged chronologically by subject.
- All work should be dated.

5. PORTFOLIO REVIEW GUIDELINES

Each subject area will be reviewed for clear evidence of instruction, as will the complete portfolio, according to the criteria below. Ratings will be indicated on the "Evidence Portion" of the Home Instruction Portfolio Review Form as well as the Overall Portfolio portion.

- Acceptable/Clear Evidence indicates there is sufficient evidence of planning as well as physical evidence of student work to show that regular, thorough instruction has taken place on a regular basis during the school year and is of sufficient duration to implement the program.
- Needs Better Evidence indicates there is insufficient evidence of instruction. It is expected that weaknesses will be addressed the next time the portfolio is reviewed.
- Unacceptable indicates there is no evidence of instruction. The subject area or portfolio does not comply with COMAR 13.A.10.01.D. A portfolio receiving this rating must be revised and resubmitted within 30 days.