

Watertown City School District

Required Documents for Homeschooling

<p>1. Letter of Intent (LOI)</p>	<p>Due by July 1st of each school year Or <u>within 14 days of starting to homeschool</u>, parents submit a Letter of Intent to their local school district.</p> <p>If you <u>choose to not homeschool</u> your student for the following school year, please provide written notice of this to the home instruction department by no later than July 15th and register your child with the Central Registrar at (315) 661-8338.</p>
<p>2. Individualized Home Instruction Plan (IHIP)</p>	<p>1 student = 1 IHIP</p> <p>Along with a copy of homeschool regulations, the district will send an IHIP form that parents can use. Parents can also create their own IHIP forms within 10 days of receipt of LOI (letter of intent)</p> <p>Each IHIP must include the following:</p> <ul style="list-style-type: none"> - Child's name, age, date of birth, grade level - <u>Detailed description of each subject area of the instructional plan</u> including supporting materials - Quarterly report dates (district provided or instructor created) - Name of person providing instruction - Annual assessment plan (narrative report or standardized testing) <p>SEE #4 FOR SPECIFIC REQUIREMENTS</p>
<p>3. Four Quarterly Reports</p>	<p>180 total days of instruction</p> <ul style="list-style-type: none"> - Grades 1-6: Total Hours = 900 hrs per year - Grades 7-12: Total Hours = 990 hrs per year <p>Each quarterly report must contain the following:</p> <ol style="list-style-type: none"> a. the number of hours of instruction during said quarter; b. a detailed description of the material covered in each subject listed in the IHIP; c. either a grade for the child in each subject or a written narrative evaluating the child's progress
<p>4. Annual Assessment</p>	<p>Submit <u>at the same time</u> of Q4 report;</p> <ul style="list-style-type: none"> - For grades 1-3, a narrative report can be submitted <u>every year</u>. - For grades 4-8, a narrative report can only be submitted <u>every other year</u>; therefore, standardized testing should be given on the years a narrative report cannot be submitted. - For grades 9-12, you <u>must</u> submit an annual assessment for each year. <ol style="list-style-type: none"> a. <u>Commercially published Norm-referenced Achievement Test</u> (<i>the Iowa Test of Basic Skills, the California Achievement Test, the Stanford Achievement Test, the Comprehensive Test of Basic Skills, the Metropolitan Achievement Test, a State Education Department test, or another test approved by the State Education Department</i>)