



# WHEATLAND-CHILI CENTRAL SCHOOL DISTRICT HOMESCHOOL INFORMATION PACKET

Dear Parent/Guardian(s):

This document contains important information for families wishing to homeschool their student(s), including regulations and requirements from New York State.

- [NYS Homeschool Regulations](#)
- [NYS Homeschool Requirements](#)
- Letter of Intent Form
- Individualized Home Instruction Form
- Quarterly Report Information
- Quarterly Report Form
- [Suggested Annual Assessments](#)
- [Annual Assessment Form](#)
- [Homeschool Resources](#)

If you have questions after reviewing this packet, please contact:

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# NEW YORK STATE HOMESCHOOL REGULATIONS

The Regulations of the Commissioner of Education are amended, effective July 1, 1988, by addition of the new section 100.10 to read as follows:

100.10 Home instruction.

**a. Purpose of section.**

The purpose of this section is to establish procedures to assist school authorities in fulfilling their responsibility under Education Law, sections 3204(2) and 3210(2)(d), and in meeting their responsibility of determining the competency of the instructor and substantial equivalence of instruction being provided at home to students of compulsory school attendance age, and to assist parents who exercise their right to provide required instruction at home to such students in fulfilling their responsibilities under Education Law, section 3212(2).

**b. Notice of intention to instruct at home.**

1. Except as otherwise provided in paragraphs (2) and (3) of this subdivision, parents or other persons in parental relation to a student of compulsory school attendance age shall annually provide written notice to the superintendent of schools of their school district of residence of their intention to educate their child at home by July 1st of each school year. The school year begins July 1st and ends June 30th for all purposes within this section. In the case of the City School District of the City of New York, the school district of residence for students who, if enrolled in the public schools, would attend elementary school, intermediate school or junior high school in a community school district, shall be deemed to be the community school district in which the parents reside.
2. Parents who determine to commence home instruction after the start of the school year, or who establish residence in the school district after the start of the school year, shall provide written notice of their intention to educate their child at home within 14 days following the commencement of home instruction within the school district.
3. For the 1988-89 school year only, the written notice of intention to instruct at home required in paragraph (1) of this subdivision shall be due on August 1, 1988.

**c. Procedures for development and review of an individualized home instruction plan (IHIP).**

1. Within 10 business days of the receipt of the notice of intention to instruct at home, the school district shall send to the parents a copy of this section 100.10 of the Regulations of the Commissioner of Education and a form on which to submit an individualized home instruction plan (IHIP) for each child of compulsory attendance age who is to be taught at home.
2. Within four weeks of the receipt of such materials, or by August 15th, or for the 1988- 89 school year by September 15, 1988, whichever is later, the parent shall submit the completed IHIP form to the school district. The district shall provide assistance in preparation of the forms, if requested by the parents.
3. Within 10 business days of receipt of the IHIP, or by Aug. 31, or for the 1988-89 school year by September 30, 1988, whichever is later, the school district shall either notify the parents that the IHIP complies with the requirements of subdivisions (d) and (e) of this section or shall give the parents written notice of any deficiency in the IHIP.
4. Within 15 days of receipt of a notice of a deficiency in the IHIP, or by September 15th, or for the 1988-89 school year by October 15, 1988, whichever is later, the parents shall submit a revised IHIP which corrects any such deficiencies.
5. The superintendent of schools shall review the revised IHIP and shall notify the parents as to whether the revised IHIP complies with subdivisions (d) and (e) of this section within 15 days of receipt of the revised IHIP or by September 30th, or for the 1988-89 school year by October 31, 1988, whichever is later. If the revised IHIP is determined not to be in compliance with subdivisions (d) and (e) of this section, then the parents shall be notified in writing of the reasons for such determination. Such notice shall also contain the date of the next regularly scheduled meeting of the board of education that will be held at least 10 days after the date of mailing of the notice, and shall indicate that if the parents wish to contest the determination of noncompliance, the parents must so notify the board of education at least three business days prior to such meeting. At such board meeting, the parents shall have the right to present proof of compliance, and the board of education shall make a final determination of compliance or noncompliance.
6. The parents shall have the right to appeal any such final school district determination of noncompliance to the Commissioner of Education within 30 days after receipt of such determination.
7. When administrative review of a school district determination of noncompliance is completed, the parents shall immediately provide for the instruction of their children at a public school or elsewhere in compliance with Education Law, sections 3204 and 3210. For purposes of this subdivision, such administrative review shall be deemed to be completed when one of the following events has occurred:
  - i. the parents have failed to contest a determination of noncompliance by appealing to the board of education;



the parents have failed to appeal a final school district determination of noncompliance to the Commissioner of Education; or

- iii. the parents have received a decision of the Commissioner of Education which upholds a final school district determination of noncompliance.

8. Within 10 days after administrative review of the determination of noncompliance is completed, the parents shall furnish the superintendent of schools with written notice of the arrangements they have made to provide their children with the required instruction, except that such notice shall not be required if the parents enroll their children in a public school.

**d.** Content of individualized home instruction plan (IHIP). Each child's IHIP shall contain:

1. the child's name, age and grade level;
2. a list of the syllabi, curriculum materials, textbooks or plan of instruction to be used in each of the required subjects listed in subdivision (e) of this section;
3. the dates for submission to the school district of the parents' quarterly reports as required in subdivision (g) of this section. These reports shall be spaced in even and logical periods;
4. the names of the individuals providing instruction; and
5. a statement that the child will be meeting the compulsory educational requirements of Education Law, section 3205 through full-time study at a degree-granting institution, meaning enrollment for at least 12 semester hours in a semester or its equivalent, if that is the case. In this situation, the IHIP shall identify the degree-granting institution and the subjects to be covered by that study.

**di.** Required courses.

1. For purposes of this subdivision, a unit means 6,480 minutes of instruction per school year.
2. Instruction in the following subjects shall be required:
  - i. For grades one through six: arithmetic, reading, spelling, writing, the English language, geography, United States history, science, health education, music, visual arts, physical education, bilingual education and/or English as a second language where the need is indicated.
  - ii. For grades seven and eight: English (two units); history and geography (two units); science (two units); mathematics (two units); physical education (on a regular basis); health education (on a regular basis); art (one-half unit); music (one-half unit); practical arts (on a regular basis); and library skills (on a regular basis). The units required herein are cumulative requirements for both grades seven and eight.
  - iii. The following courses shall be taught at least once during the first eight grades: United States history, New York State history, and the Constitutions of the United States and New York State.
  - iv. For grades 9 through 12: English (four units); social studies (four units), which includes one unit of American history, one-half unit in participation in government, and one-half unit of economics; mathematics (two units); science (two units); art and/or music (one unit); health education (one-half unit); physical education (two units); and three units of electives. The units required herein are cumulative requirements for grades 9 through 12.
  - v. Education Law, §801, 804, 806 and 808, also require the following subjects to be covered during grades kindergarten through 12:
    - a. patriotism and citizenship;
    - b. health education regarding alcohol, drug and tobacco misuse;
    - c. highway safety and traffic regulations, including bicycle safety; and
    - d. fire and arson prevention and safety.

**dii.** Attendance requirements. Each child shall attend upon instruction as follows:

1. The substantial equivalent of 180 days of instruction shall be provided each school year.
2. The cumulative hours of instruction for grades 1 through 6 shall be 900 hours per year. The cumulative hours of instruction for grades 7 through 12 shall be 990 hours per year.
3. Absences shall be permitted on the same basis as provided in the policy of the school district for its own students.
4. Records of attendance shall be maintained by the parent and shall be made available to the school district upon request.
5. Instruction provided at a site other than the primary residence of the parents shall be provided in a building which has not been determined to be in violation of the local building code.

**diii.** Quarterly reports.

On or before the dates specified by the parent in the IHIP, a quarterly report for each child shall be furnished by the parent to the school district. The quarterly report shall contain the following:

1. the number of hours of instruction during said quarter;
2. a description of the material covered in each subject listed in the IHIP;
3. either a grade for the child in each subject or a written narrative evaluating the child's progress; and



4. a written explanation in the event that less than 80 percent of the amount of the course materials as set forth in the IHIP planned for that quarter has been covered in any subject.

**h. Annual assessment.**

At the time of filing the fourth quarterly report as specified in the IHIP, the parent shall also file an annual assessment in accordance with this subdivision. The annual assessment shall include the results of a commercially published norm referenced achievement test which meets the requirements of paragraph (1) of this subdivision, or an alternative form of evaluation which meets the requirements of paragraph (2) of this subdivision.

1. Commercially published norm-referenced achievement tests.

- i. The test shall be selected by the parent from one of the following: 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.
- ii. The test shall be administered in accordance with one of the following options, to be selected by the parents:
  - a. at the public school, by its professional staff;
  - b. at a registered nonpublic school, by its professional staff, provided that the consent of the chief school officer of the nonpublic school is obtained;
  - c. at a nonregistered nonpublic school, by its professional staff, provided that the consent of the superintendent of schools of the school district and of the chief school officer of the nonpublic school is obtained; or
  - d. at the parents' home or at any other reasonable location, by a New York State- certified teacher or by another qualified person, provided that the superintendent has consented to having said certified teacher or other person administer the test.
- iii. The test shall be scored by the persons administering the test or by other persons who are mutually agreeable to the parents and the superintendent of schools.
- iv. The test shall be provided by the school district upon request by the parent, provided that the cost of any testing facilities, transportation, and/or personnel for testing conducted at a location other than the public school shall be borne by the parent.
- v. If a score on a test is determined to be inadequate, the program shall be placed on probation pursuant to subdivision (i) of this section. A student's score shall be deemed adequate if:
  - a. the student has a composite score above the 33rd percentile on national norms; or
  - b. the student's score reflects one academic year of growth as compared to a test administered during or subsequent to the prior school year.

2. Alternative evaluation methods. An alternative form of evaluation shall be permitted to be chosen by the parent only as follows:

- i. for grades one through three, a written narrative prepared by a person specified in subparagraph (iii) of this paragraph;
- ii. for grades four through eight, a written narrative prepared by a person specified in subparagraph (iii) of this paragraph. This alternative form of evaluation may be used no more often than every other school year for these grades;
- iii. for the purposes of this paragraph, the person who prepares the written narrative shall be a New York State-certified teacher, a home instruction peer group review panel, or other person, who has interviewed the child and reviewed a portfolio of the child's work. Such person shall certify either that the child has made adequate academic progress or that the child has failed to make adequate progress. In the event that such child has failed to make adequate progress, the home instruction program shall be placed on probation pursuant to subdivision (i) of this section. The certified teacher, peer review panel or other person shall be chosen by the parent with the consent of the superintendent. Any resulting cost shall be borne by the parent.

3. If a dispute arises between the parents and the superintendent of schools, including disputes over the administration of the commercially published norm-referenced achievement test or the use of alternative evaluation methods, the parents may appeal to the board of education. If the parents disagree with the determination of the board of education, the parents may appeal to the Commissioner of Education within 30 days of receipt of the board's final determination.

**i. Probation.**

1. If a child's annual assessment fails to comply with the requirements of subdivision (h) of this section, the home instruction program shall be placed on probation for a period of up to two school years. The parent shall be required to submit a plan of remediation which addresses the deficiencies in the child's achievement, and seeks



to remedy said deficiencies. The plan shall be reviewed by the school district. The school district may require the parents to make changes in the plan prior to acceptance.

2. If after the end of any semester of the probationary period, the child progresses to the level specified in the remediation plan, then the home instruction program shall be removed from probation. If the child does not attain at least 75 percent of the objectives specified in the remediation plan at the end of any given semester within the period of probation, or if after two years on probation 100 percent of the objectives of the remediation plan have not been satisfied, the superintendent of schools shall provide the parents with the notice specified in paragraph (c)(5) of this section and the board of education shall review the determination of noncompliance in accordance with such paragraph, except that consent of the parents to such review shall not be required.
3. If, during the period of probation, the superintendent of schools has reasonable grounds to believe that the program of home instruction is in substantial noncompliance with these regulations, the superintendent may require one or more home visits. Such home visit(s) shall be made only after three days' written notice. The purpose of such visit(s) shall be to ascertain areas of noncompliance with these regulations and to determine methods of remediating any such deficiencies. The home visit(s) shall be conducted by the superintendent or by the superintendent's designee. The superintendent may include members of a home instruction peer review panel in the home visit team.



# NEW YORK STATE HOMESCHOOL REQUIREMENTS

One unit = 6,480 minutes / 108 hours / 2 semesters / 1 year

Two units = 216 hours / 4 semesters / 2 year

Four units = 432 hours / 8 semesters / 4 years

This table illustrates the homeschool requirements for each grade level:

SUBJECTS FOR GR. 1-6	SUBJECTS FOR GR. 7-8	UNITS	SUBJECTS FOR GR. 9-12	UNITS
English Language	English	2	English	4
U.S. History	History/Geography	2	Social Studies: 1 Unit: American History Half Unit: Participation in Government Half Unit: Economics 2 Units: Electives in S.S.	4
Science	Science	2	Science	2
Arithmetic	Mathematics	2	Mathematics	2
Physical Education	Physical Education	Regularly	Physical Education	2
Health Education	Health Education	Regularly	Health Education	1/2
Visual Arts		1/2	An/Music	1
Music	Music	1/2	Electives	3
Spelling	Practical Arts	Regularly	*Units required are cumulative for grades 9-12	
Reading	Library Skills	Regularly		
Writing	*Units required are cumulative for both grades 7-8.			
Geography				
Bilingual Ed or ESL (where the need is indicated)				
U.S. History (to be covered at least once from gr. 1-8)				
NYS History (to be covered at least once from gr. 1-8)				
Constitution of the U.S. and N.Y.S. ( to be covered at least once from 1-8)				

## Other Requirements: (to be covered each year during grades 1-12)

- Patriotism/Citizenship
- Bicycle/Highway Safety
- Alcohol/Drugs/Tobacco
- Fire and Arson Prevention Safety

*Note: Please make sure these requirements are included on your IHIPs.*



# WHEATLAND-CHILI CENTRAL SCHOOL DISTRICT HOMESCHOOL QUARTERLY REPORTS

Quarterly Reports are filed with the school district four (4) times per year. In your quarterly report, please include:

- the total number of hours of instruction
- a description of the material covered for each subject
- a grade or narrative for each subject, denoting the progress the child has made
- a written explanation in the event that less than eighty percent of the amount of the course materials as set forth in the IHIP planned for that quarter have been covered in any subject

Quarterly Reports should be submitted to the designated Gates Chili Central School District representative approximately every forty-five days. Your quarterly reports should be filed with the school district on or before the dates set forth in your IHIP. Dates are listed on the Quarterly Report form. Please also refer to section (g) of the 100.10 regulations.

In terms of attendance, the regulations indicate: 900 hours of instruction per year are required for students in grades 1-6, and 990 hours for students in grades 7-12. The number of hours of instruction for the quarter should be noted on the Quarterly Report.

There are unit requirements in Grades 7-12 for each required subject. The number of instructional hours must be reported per unit. A "unit" means 108 total hours of instruction, equivalent to 6,480 minutes or 3 hours per week for 36 weeks; 1/2 unit means 54 hours; and 1/4 unit means 27 hours. Be sure to provide factual information on the report; the superintendent is not given the authority to make subjective judgments about your program.

In determining the amount of time spent in education, one may consider all such legitimate learning activities such as: church activities (i.e., choir), field trips, exploratory learning, additional reading, informal learning, living skills, lessons (i.e., music, swimming, etc.), spontaneous learning situations, and other varied life activities which are educational in nature.



## SUGGESTED ANNUAL ASSESSMENTS

California Achievements Tests

<http://www.setontesting.com/cat/>

Iowa Tests

<http://www.setontesting.com/iowa-tests/>

PASS Tests

<https://www.hewitthomeschooling.com/testing/tmain.aspx>

Stanford Achievement Tests

<http://www.setontesting.com/stanford-10-online/>

Terra Nova Tests

<http://www.setontesting.com/terranova/>



# WHEATLAND-CHILI CENTRAL SCHOOL DISTRICT ANNUAL HOMESCHOOL ASSESSMENT \_\_\_\_\_ - \_\_\_\_\_

The parent is required to submit an annual assessment along with the fourth quarterly report. The annual assessment shall consist of the results of a commercially published norm-referenced test, except that the parent can substitute a written narrative to be approved by the superintendent, prepared by a certified teacher, peer review panel or other person chosen by the parent, for grades 1-3 and biannual written narrative for grades 4-8.

The test may be administered at the public school, a private school or another location chosen by the parent. The test would be administered by school personnel, or another person chosen by the parent upon consent of the superintendent.

When the child's annual assessment does not meet the requirements of the regulations, the program is placed on probation and the parent is required to formulate a plan of remediation. If the child does not reach at least seventy-five percent of the objectives in the remediation plan, after the first semester of the probationary period, the child must receive instruction elsewhere. During the probationary period, the superintendent may require one or more home visits, if he has reasonable grounds to believe the program of home instruction is substantial non-compliance. Such visits may be made after three days written notice.

**Student Name:** \_\_\_\_\_

**Assessment:** \_\_\_\_\_

**Person administering test:** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**School Official Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_



# HOMESCHOOL RESOURCES

## New York State Education Department (NYSED) Home Instruction Questions and Answers:

<http://www.nysed.gov/nonpublic-schools/home-instruction-questions-and-answers>

### Online programs:

- Keystone
- Penn Foster
- Southeast Academy
- Abeka
- Time4learning
- k12.com
- homeschoolacademy.com
- alphaomegaacademy.com
- James Madison online high school- Accredited

### Other helpful websites:

- [www.discoveryk12.com](http://www.discoveryk12.com)
- [www.khanacademy.org](http://www.khanacademy.org)
- [www.learner.org](http://www.learner.org)
- [www.engageny.org](http://www.engageny.org)
- [www.nationalhumanitiescenter.org](http://www.nationalhumanitiescenter.org)
- [www.sharemylesson.com](http://www.sharemylesson.com)
- [www.pbs.org](http://www.pbs.org)
- [www.lessonplanspage.com](http://www.lessonplanspage.com)
- [www.homeschooltree.com](http://www.homeschooltree.com)
- [www.freelyhomeschool.com](http://www.freelyhomeschool.com)
- [www.online-literature.com](http://www.online-literature.com)
- [www.study.com](http://www.study.com)
- [www.betterlesson.com](http://www.betterlesson.com)
- [www.quizlet.com](http://www.quizlet.com)
- [www.teachers.net](http://www.teachers.net)
- [www.allinonehighschool.com](http://www.allinonehighschool.com)
- [www.educationworld.com](http://www.educationworld.com)
- [www.nysculturalled.org](http://www.nysculturalled.org)
- [www.prezi.com](http://www.prezi.com)
- [www.curriculum.newvision.org](http://www.curriculum.newvision.org)
- [www.pixton.com](http://www.pixton.com)
- [www.ushistory.org](http://www.ushistory.org)
- [www.firstaidforfree.com](http://www.firstaidforfree.com)
- [www.socialstudieshelp.com](http://www.socialstudieshelp.com)
- [www.alison.com](http://www.alison.com)
- [www.weteachnyc.org](http://www.weteachnyc.org)
- [www.vocabulary.com](http://www.vocabulary.com)
- [www.docsteach.org](http://www.docsteach.org)
- [www.helpsteaching.com](http://www.helpsteaching.com)
- [www.teens.drugabuse.gov](http://www.teens.drugabuse.gov)
- [www.openstax.org](http://www.openstax.org)
- [www.nfra.org](http://www.nfra.org)
- [www.open.edu](http://www.open.edu)
- [www.shapeamerica.org](http://www.shapeamerica.org)
- [www.teachervision.com](http://www.teachervision.com)
- [www.kaptest.com](http://www.kaptest.com)
- [www.thinkwritten.com](http://www.thinkwritten.com)
- [www.newsela.com](http://www.newsela.com)
- [www.eds-resources.com](http://www.eds-resources.com)

### Standards Resources

Developing Educational Standards: [www.edstandards.org/Standards](http://www.edstandards.org/Standards)

### Lesson Plan Sources

- A to Z Teacher Stuff: [www.atozteacherstuff.com](http://www.atozteacherstuff.com)
- Columbia Education Center: [www.col-ed.org](http://www.col-ed.org)
- Edhelper.com: [www.edhelper.com](http://www.edhelper.com)
- Lesson Planner: [www.lessonplanet.com](http://www.lessonplanet.com)
- McRel Lesson Plans: [www.mcrel.org/lesson-plans](http://www.mcrel.org/lesson-plans)
- Microsoft Education Lesson Plans: [www.microsoft.com/education](http://www.microsoft.com/education)

### Online Projects

- ePals: [www.epals.com](http://www.epals.com)
- Generation YES: [www.genyes.org](http://www.genyes.org)
- iEARN—International Education and Resource Network: [www.learn.org](http://www.learn.org)
- The Jason Project: [www.jason.org](http://www.jason.org)
- NASA Quest: [www.quest.arc.nasa.gov](http://www.quest.arc.nasa.gov)

### Teaching Tools

- ABC Teach: [www.abcteach.com](http://www.abcteach.com)
- APTE Puzzle Center: [www.puzzles.apte.com](http://www.puzzles.apte.com)
- Filamentality: [www.kn.pacbell.com/wired/fil](http://www.kn.pacbell.com/wired/fil)
- Quia: [www.quia.com](http://www.quia.com)
- School Express: [www.schoolsexpress.com](http://www.schoolsexpress.com)
- The Science Spot: [www.sciencespot.net](http://www.sciencespot.net)
- Thematic Units: [www.eduhelper.com/cat301.htm](http://www.eduhelper.com/cat301.htm)
- www4teachers: [www.4teachers.org](http://www.4teachers.org)

### Libraries and Museums

- American Memory Historical Collections: [www.memory.loc.gov](http://www.memory.loc.gov)
- The Archaeology Channel: [www.archeologychannel.org](http://www.archeologychannel.org)
- Exploratorium: [www.exploratorium.edu](http://www.exploratorium.edu)
- The Internet Public Library: [www.ipl.org](http://www.ipl.org)
- The Library of Congress: [www.locweb.loc.gov](http://www.locweb.loc.gov)
- Library Spot: [www.libraryspot.com](http://www.libraryspot.com)



- The Museum of Broadcast and Communication: [www.museum.tv](http://www.museum.tv)
- Museum Spot: [www.museumspot.com](http://www.museumspot.com)
- Museum Stuff: [www.museumstuff.com](http://www.museumstuff.com)
- The Museum of Television & Radio: [www.mtr.org](http://www.mtr.org)
- National Air and Space Museum: [www.nasm.si.edu](http://www.nasm.si.edu)
- National Archives: [www.archives.gov](http://www.archives.gov)
- National Gallery of Art: [www.nga.gov](http://www.nga.gov)
- Smithsonian: [www.si.edu](http://www.si.edu)
- Smithsonian Kids: [www.smithsonian.kids.us](http://www.smithsonian.kids.us)
- United States Holocaust Memorial Museum: [www.ushmm.org](http://www.ushmm.org)

### Student Research Resources

- Ask for Kids: [www.askforkids.com](http://www.askforkids.com)
- Cyber-Sleuth Kids: [www.cybersleuth-kids.com](http://www.cybersleuth-kids.com)
- Fact Monster: [www.factmonster.com](http://www.factmonster.com)
- Homework Spot: [www.homeworkspot.com](http://www.homeworkspot.com)
- InfoPlease: [www.infoplease.com](http://www.infoplease.com)
- iTools: [www.itools.com](http://www.itools.com)
- KidsClick!: [www.kidsclick.org](http://www.kidsclick.org)
- Library Spot: [www.libraryspot.com](http://www.libraryspot.com)
- MSN Encarta: [www.Encarta.msn.com](http://www.Encarta.msn.com)
- Refdesk.com: [www.refdesk.com](http://www.refdesk.com)
- Yahoo Kids: [www.kids.yahoo.com](http://www.kids.yahoo.com)