

How to Prepare for a Portfolio Evaluation



(...without losing your mind!)

Every homeschooler is required to have a portfolio...
So why not use it to meet the requirement for your
annual homeschool evaluation?

This presentation is intended for Florida homeschoolers
who have chosen to use their child's portfolio
to meet the requirement for their yearly,
state mandated evaluation.

The guidelines presented here are based upon
requirements mandated by state law
and brought to you by...

EvaluationStation.Com

A portfolio is...

an organized collection of

records & documents,
lists & work samples,
photos, videos, & awards

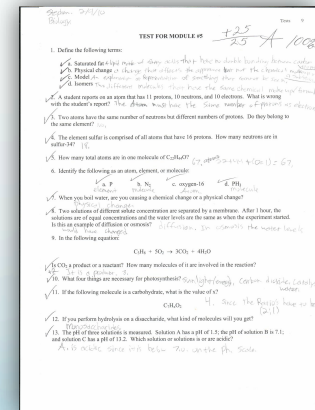
that tell the story

of your child's year of homeschooling.



Robert's Weekly Schedule

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
BIBLE STUDY/ HISTORY	BIBLE STUDY/ HISTORY	BIBLE STUDY/ HISTORY	BIBLE STUDY/ HISTORY	BIBLE STUDY/ HISTORY
MATH	MATH	MATH	MATH	MATH
GRAMMAR/ RHETORIC	ITALIAN (diamond)	GRAMMAR/ RHETORIC	ITALIAN (diamond)	GRAMMAR/ RHETORIC
PHYSICAL SCIENCE	PHYSICAL SCIENCE	PHYSICAL SCIENCE	PHYSICAL SCIENCE	PHYSICAL SCIENCE
CLASSICAL MUSIC SURVEY	PROTOCOL/ MATH STUDIES	DRIVERS EDUCATION	PROTOCOL/ MATH STUDIES	PHYSICAL EDUCATION

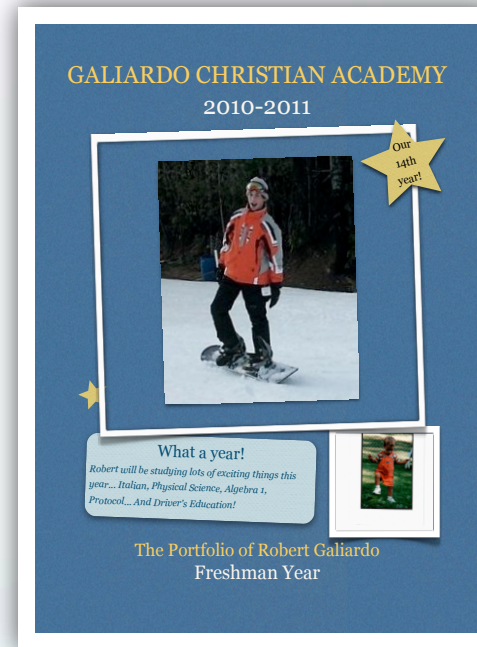
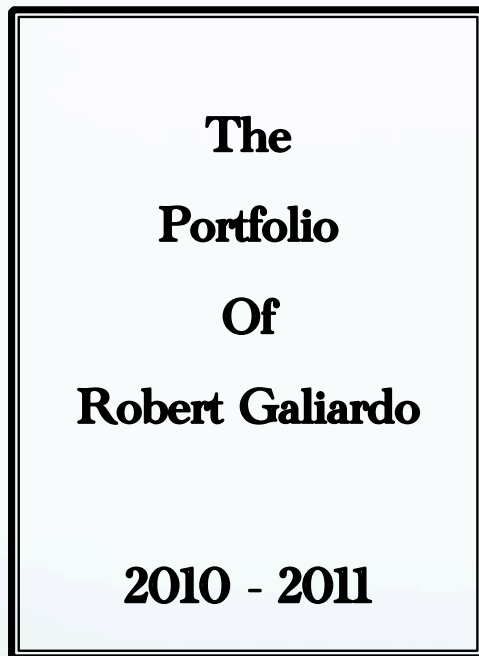


A portfolio is not...



EVERYTHING your child has accomplished all year!

A portfolio can be... plain or fancy.



You can submit a portfolio in-person or online. An online evaluation is more in-depth (and cheaper!). You don't have to *wait* while your evaluator goes through your portfolio! After your portfolio is reviewed, we'll just meet online using Skype, FaceTime, video iChat, or Google Hangouts and you will receive detailed feedback, guidance, and encouragement. If all goes well, your Certificate of Review will be emailed directly to you and your County Liaison.

But a portfolio should have these essential elements.

✓ Letter of Registration

✓ Curriculum List*

✓ *Pleasure Reading List*



✓ Daily Activities Log*

✓ Work Samples*

✓ Any Special Projects/Awards

*“Let’s explore these elements.
Next slide please!”*

*Underlined elements are those required by state law.


If you use FLVS, read the special section for you at the bottom of the Services page.

Letter of Registration

This an example of an official acceptance letter from the county acknowledging a parent's intent to establish a home education program for their child.

The enrollment date in the upper right corner serves as the date your child's yearly evaluation is due.

Be sure to schedule your evaluation early enough to ensure that you can get your "Certificate of Review" submitted to the county on time. Being late can give the county permission to either bring you before the board and/or close your homeschool program.



ADMINISTRATION BUILDING
301 Fourth Street S.W.
PO. Box 2942
Largo, FL 33779-2942
(727) 395-1818
FAX (727) 588-6202

School Board of
Pinellas County,
Florida
Chairperson
Nancy N. Bostock
Vice Chairperson
Carol J. Cook
Mary L. Jysa Brown
Janet R. Clark
Jane Gallucci
Linda S. Leener
Mary L. Russell

Superintendent
Clayton M. Wilcox, Ed.D.

PINELLAS COUNTY
SCHOOLS
www.pinellas.k12.fl.us

October 7, 2005

Mr. & Mrs. Ray Galiardo
~~4000 Westgate~~
~~4000 Westgate~~ FL

Date Enrolled: October 4, 2005
Evaluation Due: October 4, 2006

Dear Parent/Guardian:

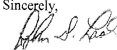
This acceptance letter is your official notification that we are in receipt of your intent to establish a Home Education Program in Pinellas County for Robert Galiardo. You should retain this acceptance letter for your file.

All parents or guardians who implement a Home Education Program must comply with requirements prescribed by law, including but not limited to attendance and record keeping.

Florida Law requires each school district to maintain names and addresses of parents or guardians who have established Home Education Programs. That list will be revised annually as parents or guardians initiate or terminate programs or as programs are found to be inadequate. Children who are of compulsory school age must attend a school (public or private) or be in a registered Home Education Program. If you choose to terminate your Home Education Program, you are required by law to notify this office in writing.

If your child is currently enrolled in a school, you must contact the school to return all textbooks, library books and other materials belonging to the school. Please note that Pinellas County Schools does not provide textbooks, instructional materials or assistance in the teaching of home education children.

If you need assistance, please call our office at 588-6209. Thank you for cooperating with this office and accept our best wishes for a good school year.

Sincerely,

John G. Lash, Coordinator
Partnership Schools & Child Care Programs

Pinellas County Schools is
an equal opportunity
institution for education
and employment.

Printed on Recycled Paper

Curriculum List

2010 - 2011
Curriculum List
for
Robert Galiardo

Basic Grammar 1:

"The Blue Book of Grammar and Punctuation," Tenth Edition, by Jane Straus, Jossey-Bass, c 2006

Classical Rhetoric 1:

"Classical Rhetoric through Structure and Style: Writing Lessons Based on the Progymnasmata," by Adam Muller, Institute for Excellence in Writing, c 2008

"Student Resource Notebook," Institute for Excellence in Writing

Italian 1:

"Italian Grammar Drills" by Paola Nanni-Tate, McGraw Hill, c 2007

Rosetta Stone, "Italian," Level 1 CD-Rom

"Italian Verb Conjugation Card," Marcel Danesi

"Italian Conversation Laminated Reference Guide," (Quickstudy: Academic) Inc. Barcharts; Pamphlet

"Italian Grammar," (Quickstudy Reference Guides-Academic) by Liliane Arnet; Pamphlet

Physical Science:

Apologia "Exploring Creation with Physical Science," 2nd Edition, by Dr. Jay L. Wile, c 2007, Apologia Educational Ministries, Inc.

"Solutions and Tests for Exploring Creation with Physical Science," 2nd Edition, by Dr. Jay L. Wile, c 2007, Apologia Educational Ministries, Inc.

"Physical Science," 32 week online course (including lab) with Catie Frates, Refer to www.catiefrates.com/high_school_science.html


History:

"Age of Revolution 1 (America/Europe, 1600 - 1800)," TruthQuest History, Deep, Thorough, Literature-Based Study Guides for grades 5 - 12 by Michelle Miller


"Age of Revolution 2 (America/Europe, 1800 - 1865)," TruthQuest History, Deep, Thorough, Literature-Based Study Guides for grades 5 - 12 by Michelle Miller

The Curriculum List is an element required by law. It should show each subject your child is taking and the materials used to teach that subject—including books, videos, DVDs and any online resources. These items are listed in standard bibliographical form. Listing them in detail here relieves you from listing them in such detail on the daily log. (Books read for pleasure are included on the “Reading List.”)

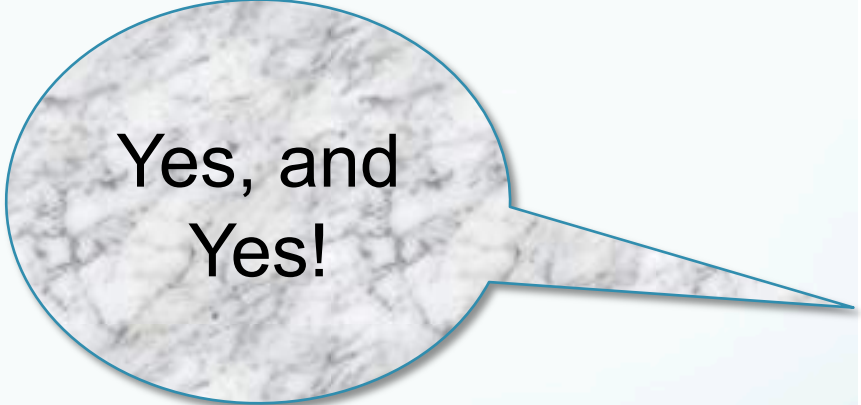
Pleasure Reading List



Should I
include a list of
PLEASURE
books we read
this year?



Do library
receipts count?



Yes, and
Yes!

The Pleasure Reading List is not an element required by law, but it speaks volumes about the interests of the student, and their interest in reading in general. This helps me relate to them and address any needs in this area during our interview. You may be able to set up an account with your library to keep your entire list on file and download it before your evaluation! If not, just list title and author and submit with portfolio.

Daily Log

An important element required by law. You can download my template for this which is located under "Educational Tools" on the "Links and Resources" page on my site. It will make this a lot easier.

Write down what you are planning & accomplishing each day in simple but detailed terms.

Doing this at the beginning of each week will REALLY improve your homeschooling!

I need to see three pages of this, or something like it, from the beginning, middle, & end of the year.

	Mon.	Tues.	Wed.	Thurs.	Fri.
(Dates →)	8/15	8/16	8/17	8/18	8/19
Bible	John Ch. 1-2	John Ch 3-4	John Ch. 5-6	John Ch. 7-8	John Ch. 9-10
History	Read, "Diary of Sally Hester, 1849-1850"	Pick an activity to do from "Sally" book.	Make supply list for trail trip and map trail.	Research the "Donner Party" & give oral report.	Play "Oregon Trail" on Computer.
Science	Read pp. 1-15, Complete OYO questions	Write-up Lab 1.1, 1 & 2. Watch video for Class session # 4.	Complete Lab write-up 1.1, 3 & 4	Read pp.16-22, Complete OYO questions	Write-up Lab 1.2, 1 & 2. Watch video for class session # 5.
Reading & Lang. Arts	IEW-Make keyword outline from "Advances in Medicine" article. Orally recreate.	IEW-Write story outline for, "Advances in Medicine" using keyword outline.	IEW-Rewrite "Advances" using outline. Add "Dress-ups" and "sentence openers."	IEW- Use "Checklist" and type up composition.	IEW- Present composition orally!
Math	Work online for 1	Work online for 1	Work online for 1	Work online for 1	Work online for 1

Work Samples



- Perhaps the most important part of a portfolio, and required by law.
- Samples of daily work should be chosen from the beginning, middle and end of the year. *Keep in mind I am looking for progress- not perfection.*
- *Mark your calendar to remind you to select one sample from each subject area three times a year! If you are planning an online eval- now is the time to scan these samples into your computer rather than doing it all at once at the end of the year.*
- Work samples need to have the student's **name and date** on them and they need to be **GRADED**. Only submit samples accomplished during the year we are evaluating.
- Photos and recordings / videos of projects and performances count.

Remember- this is not *EVERYTHING* your child has done all year!



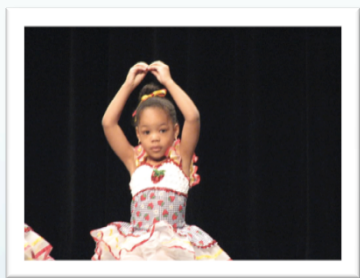
Extra-Curricular



THIS is where you get to show off!

This section is not required by law, but it is the difference between a basic portfolio and a portfolio that is a real “Keepsake”!

Include photos, pamphlets, scorecards, tickets, etc., of



Fieldtrips

Mission trips

Volunteer work

Awards

Clubs / Hobbies

Recitals or Performances

International travel / Exchange student experiences



How do I submit my portfolio online?

If doing an online evaluation, use your copy machine to scan the portfolio elements into one of these online delivery systems. They are easy and free. There are a couple of additional options on the Services page, but these are the best...

☆ Make a **Power-Point!** This is my favorite method, and I think, the easiest for you. (As you can see as you scroll through *this* power-point) I don't have to open multiple files (which slows down the entire review process.) I have a helpful tutorial that will walk you through how to do this in the center of my Services page. Email your power-point to me when you are done!

☆ Set up a private **Blog** as your child's portfolio. Blogs are easy to use and free! Once you get it set up, you can load all the required elements right onto the blog, including student work, photos, and videos. Then just email the link for your blog to me when it is time for your yearly evaluation. You can get started at Blogspot.Com Have fun!

Whichever method you choose- be sure to group the work samples together by subject when you scan the items in so I don't have to search through everything to find all the math, for example. And remember- not more than three samples from each subject area. Forget about just slapping it all in emails and sending it to me. This clogs up my email and can actually disable it, which will make a lot of people very angry. It's a "no no."

What's next?

Use that handy "Checklist" on our Services page and then...



Fill out the "Contact"
AND "Student Info
Forms" found on
our Contact page.

Pay for your
evaluation using the
PayPal option on the
Services page of my
site.

Submit to your
evaluator the items
seen in this
presentation.

Meet with your
Evaluator either
in-person or online
for some valuable
feedback.
Enjoy another
wonderful year of
homeschooling!*

*Upon completion of a successful review, I'll email the Certificate of Review directly to you **and** to your county liaison. I will also send you an automatic email reminder when it's time to schedule your evaluation for next year, and some extra things to help you all celebrate your successful year of homeschooling!

This presentation has been brought to you by
EvaluationStation.Com

Visit our website to:

Download our handy “Checklist.”

Find out about some great resources.

Read client testimonies.

Receive support and encouragement on our “Laugh” page.

And browse our online store and visit, [“The Christian Galiardo Memorial Library”!](#)

God bless you on your homeschooling journey!

Certified Teacher and Homeschool Mom: Carleen Galiardo, B.A., Ed.

727 692-6596 Carleensforgiven@earthlink.net

facebook: Evaluation Station!

Blog: EvaluationStation.Blogspot.Com

Twitter: @ThatEvalGal

© 2010, Carleen Galiardo

Bibliographical Info

Q. What is a portfolio? A. Section 1002.41, F.S. defines a portfolio as "A log of educational activities which is made contemporaneously with the instruction and which designates by title any reading materials used and samples of any writings, worksheets, workbooks, or reactive materials used or developed by the student." (As you teach, you should date and record the activities that occur and materials that are used.) The law further requires the parent or guardian to preserve the portfolio for two years and to make the portfolio available for inspection upon 15 days' written notice by the superintendent, or the superintendent's designee. Nothing in the Legislation requires the superintendent to inspect all portfolios.

This presentation was last updated August 7, 2014 and is a product of

EvaluationStation.Com