New York Homeschool Portfolio Checklist

Work down this list once a term and the annual review stops being an event.

Student: _____

School year: _____

- [ ] **A dated log of educational activities**
  What you covered and which subject it served, written as you go. Reconstructing a year of this in the week before a review is the single most common portfolio scramble.
- [ ] **A reading list, by title**
  Every book and material named. This is the piece families most often rebuild from memory, and the piece a reviewer can check fastest.
- [ ] **Samples of your student's work**
  Writings, worksheets, workbooks, and creative work. A few pieces per subject spread across the year reads as evidence; a stack from one good week does not.
- [ ] **The assessment or evaluation record**
  New York lets you choose: testing, portfolio, or evaluation. Keep the result filed with the portfolio rather than loose, since the two get asked for together.
- [ ] **Your hours record**
  New York sets an hours requirement, and the portfolio is where the evidence that you met it usually gets shown.
- [ ] **A copy of anything you filed**
  Your notice of intent and any correspondence with the district, dated. If a question ever comes up, dated proof that you filed on time closes it.

What New York requires

Under 8 NYCRR 100.10, families file an Individualized Home Instruction Plan at the start of the year and four quarterly reports covering hours, subjects, materials, and a grade or narrative. Keep a portfolio of work for any evaluator review under the narrative assessment option.

Building this by hand every spring? Homeschool Fox keeps your samples, reading list, and hours together as you go. Start free at homeschoolfox.com.