Your name

Your street address

City, ST 12345

Date

First and Last Name, Superintendent

District office street address

City, ST 12345

Dear Mr./Mrs./Ms Superintendent Last Name,

This letter is to inform you of my intent to provide home education for my child, First name, for the 2016-2017 school year. Enclosed is the information I am required by law to provide to the superintendent.

Sincerely,

(delete this line – make sure you sign your letter!)

Your name

Date

Home Education Notification Letter

**3301-34-02 Statement of purpose**

The purpose of the rules in this chapter is to prescribe conditions governing the issuance of excuses from school attendance under section 3321.04 of the Revised Code, to provide for the consistent application thereof throughout the state by superintendents, and to safeguard the primary right of parents to provide the education for their child(ren). Home education must be in accordance with law.

**3301-34-03 Notification**

(A) A parent who elects to provide home education shall supply the following information to the superintendent-  
  
(1) School year for which notification is made;  
2016-2017

(2) Name of parent, address, and telephone number (telephone number optional);  
Your name

Your street address

City, ST 12345

(3) Name, address, and telephone number (telephone number optional) of person(s) who will be teaching the child the subjects set forth in paragraph (A)(5) of this rule, if other than the parent;  
N/A

(4) Full name and birthdate of child(ren) to be educated at home;  
Full legal name, birthdate Month date, year  
  
(5) I assure that home education will include the following, except that home education shall not be required to include any concept, topic, or practice that is in conflict with the sincerely held religious beliefs of the parent:  
(a) Language, reading, spelling, and writing:  
(b) Geography, history of the United States and Ohio; and national, state, and local government;  
(c) Mathematics;  
(d) Science;  
(e) Health;  
(f) Physical education;  
(g) Fine arts, including music; and  
(h) First aid, safety, and fire prevention.  
  
(6) Brief outline of the intended curriculum for the current year. Such outline is for informational purposes only. (see attached)  
  
(7) List of textbooks, correspondence courses, commercial curricula, or other basic teaching materials that the parent intends to use for home education. Such list is for informational purposes only. (see attached)   
  
(8) I assure that the child will be provided a minimum of nine hundred hours of home education each school year.  
  
(9) I assure that the home teacher has one of the following qualifications:  
(a) A high school diploma; or  
(b) The certificate of high school equivalence; or  
(c) Standardized test scores that demonstrate high school equivalence; or  
(d) Other equivalent credential found appropriate by the superintendent; or  
(e) Lacking the above, the home teacher must work under the direction of a person holding a baccalaureate degree from a recognized college until the child’s or children’s test results demonstrate reasonable proficiency or until the home teacher obtains a high school diploma or the certificate of high school equivalence.  
  
(10) The parent(s) shall affirm the information supplied with his or her signature prior to providing it to the superintendent.

Your name

Date

**3301-34-04 Academic Assessment**

**3301-34-04 Academic Assessment** (see attached, SELECT BEST DESCRIPTOR AND ERASE THE OTHERS in compliance with B2 below if portfolio assessment is included, B1 if standardized test is included, or B3 if an alternative assessment is included and has been agreed to by the superintendent)

(A) The parent(s) shall send to the superintendent an academic assessment report of the child for the previous school year at the time of supplying subsequent notification.

(B) The academic assessment report shall include one of the following:

(1) Results of a nationally normed, standardized achievement test.

(a) Such test shall be administered by:

(i) A licensed or certified teacher; or

(ii) Another person mutually agreed upon by the parent(s) and the superintendent; or

(iii) A person duly authorized by the publisher of the test.

(b) Results should demonstrate reasonable proficiency as compared to other children in the district at the same grade level. Any child that has a composite score at or above the twenty-fifth percentile shall be deemed to be performing at a level of reasonable proficiency.

(2) A written narrative indicating that a portfolio of samples of the child's work has been reviewed and that the child's academic progress for the year is in accordance with the child's abilities.

(a) The written narrative shall be prepared by:

(i) A licensed or certified teacher; or

(ii) Other person mutually agreed upon by the parent(s) and the superintendent.

(b) The parent(s) shall be responsible for the payment of fees charged for preparation of the narrative.

(3) An alternative academic assessment of the child's proficiency mutually agreed upon by the parent and the superintendent.

(C) If the parent(s) chooses to have the standardized testing conducted as part of the school district scheduled testing program, there shall be no cost to the parent(s). The time and location for testing shall be established by the school district.

(D) If the parent(s) chooses to have the standardized testing conducted privately, the parent(s) shall pay for the testing. The time and location for testing shall be established by the parent(s).

|  |  |
| --- | --- |
| Brief outline of the intended curriculum for the current year | List of textbooks, correspondence courses, commercial curricula, or other basic teaching materials |
| Language Arts: | |
| Reading comprehension | Jacob’s Ladder |
| Grammar, spelling, vocabulary | Words Their Way |
| Writing | Brave Writer |
| Social Studies: | |
| United States, Ohio history and geography | Trade books, apps |
| Mathematics: | |
| Operations and algebraic thinking, number and operations in base ten and fractions, measurement and data | Beast Academy, Shiller Math, Dreambox Learning, ST Math |
| Science: | |
| Biology and physical science | Experiments, trade books, Cincinnati Zoo field trips |
| Health: | |
| Dental health | Brainpop |
| Nutrition | Brainpop |
| Physical Education: | |
| Physical education | Open-ended play, games |
| Fine Arts: | |
| Ballet performance | Cincinnati Ballet |
| Museum visits | Cincinnati Art Museum |
| Multimedia art projects | Open-ended use of art materials |
| First Aid, Safety, Fire Prevention: | |
| Elementary first aid | Brainpop |
| Basic safety in the community | Real-world lessons |
| Fire escape route- home | Brainpop |