



Resource Packet

Understanding Section 100.10 and Report examples

Rooted Family Homeschool Cooperative

Copyright ©2024, All rights reserved.

All content in this document is copyrighted by Rooted Family Homeschool Cooperative and cannot be used for personal gain or resale. Any redistribution or reproduction for non-personal use of this document is prohibited.

You may download and copy the forms to use for personal family homeschool reporting.

You may print the Section 100.10 chart for personal reference.

Hi Friend!

Thank you for your interest in our resource packet.

Navigating the paperwork and documents required to homeschool can be difficult and scary. There's always that fear that we aren't doing the right thing or enough of what is required. Sadly, reporting and the paperwork side of homeschooling brings anxiety for many homeschooling parents.

Because of this, we have curated some examples of our own reports, which are as unique as we are. You may use them as a template and add your info or use them to gain ideas and adjust your own. (Maybe it will even give you a confidence boost that you are doing fine!)

We have also included a chart to help decode the Section 100.10 document, which lays out the subject and time requirements, that we all receive in our district's homeschooling packets.

We hope this helps you in your homeschooling journey. Our mission at Rooted Family is to provide an education for students that goes beyond academics and nurtures their gifts, talents, and interests, rooted in a God-honoring, Christian worldview. That includes supporting the adults providing that education.

In Him,

Bridgette, Samantha, Bridget, and Lucille

Section 100.10 requirements for time and subjects:

900 hr/yr (225/qtr)	990 hr/yr (247.5/qtr)				
1st-6th (subjects per year)	7th-8th (units per year)		9-12th (units are cumulative)		High School Equivalency Diploma
Math	English	1 unit (3hr/week)	English	4 Units	6 credits
Reading	History and Geography	1 unit (3hr/week)	Science	2 Units	3 credits
Spelling	Science	1 unit (3hr/week)	Math	2 Units	3 credits
Writing	Math	1 unit (3hr/week)	Phys Ed	2 Units	
English	Phys Ed	Regularly	Health Education	.5 Units	
Geography	Health Education	Regularly	Art &/or Music	1 Unit	3 credits
US history	Art	.25 unit (.75hr/week)	Patriotism/ Citizenship	Every year	
Science	Music	.25 unit (.75hr/week)	Alcohol/Drug/Tobacco misuse	Every year	
Health education	Practical Arts	Regularly	Highway/Traffic/Bike Safety	Every year	
Music	Library Skills	Regularly	Fire Prevention/ Safety	Every year	
Visual art	Patriotism/ Citizenship		Electives	3 Units	6 credits
Phys ed	Alcohol/Drug/ Tobacco misuse		Social Studies	2 Units	3 credits
NY history **4th grade	Highway/Traffic/Bike Safety		US History	.5 Units	
Patriotism/ Citizenship	Fire Prevention/ Safety		Government	.5 Units	
Alcohol/Drug/ Tobacco misuse	NY Constitution **7th grade		Economics	.5 Units	
Highway/Traffic/Bike Safety	US Constitution **8th grade				
Fire Prevention/ Safety					

1 unit = 6480 minutes (108 hours) /year .5 unit = 3240 minutes (54 hours) / year .25 unit = 1620 minutes (27 hours) / year

(Information as of August 2024, subject to change. Please check against your district's current documents)

Letter of Intention

examples

Father and Mother's Names

1234 Street Road
Geneseo, NY 14454

6/8/2024

Mr. Timothy Hayes
Geneseo Central School
4050 Avon Road
Geneseo, NY 14454

Dear Mr. Hayes,

We are sending this notice of intention to instruct at home as required of Section 100.10 of the Regulations of the New York State Commissioner of Education.

We intend to homeschool our daughter and son for the 2024-2025 school year:

Daughter's Name (DOB 6/24/2012)

Son's Name (DOB 6/24/2014)

Sincerely,

Parent's Name

{Parent's names}

{Address}

{City, State, zip code}

{Date}

{Name of}, Superintendent

{School District}

{Address}

{City, State, Zip}

Dear {Superintendent's name},

We are sending this letter of intent to homeschool as required in Section 100.10 of the Regulations of the New York State Commissioner of Education.

We intend to homeschool our son/daughter, {child's name}, who will be entering grade {numeral} for the {year range} school year.

Sincerely,

{Parent's name}

Parent Name

Street Address

City, State, Zip code

July 1, 2024

Dansville Central Schools

Attn: Kelly Zimmerman, Superintendent

282 Main Street

Dansville, NY 14437

Re: Notice of Intent to Homeschool

Dear Kelly Zimmerman, Superintendent:

I intend to homeschool my children for the 2024-2025 school year:

- **{Student name}**, DOB: {enter date}, 8th grade
- **{Student name}**, DOB: {enter date}, 2nd grade

I am sending this letter of intent as required of Section 100.10 of the Regulations of the New York State Commissioner of Education.

Sincerely,

Parent's Name

IHIP

examples

6/30/2024
 Parent Name
 1234 Street Road
 Geneseo, NY 14454
 (585) 777-7777
 email@gmail.com

IHIP for: Child's Name
 DOB: 6/24/2012
 Geneseo Central School District
 7th Grade

Dates for Submittal of Quarterly Reports

First Quarter: October 1, 2024
 Second Quarter: December 1, 2024
 Third Quarter: February 1, 2025
 Fourth Quarter: June 1, 2025

Subjects, Materials and Instructional Plans

ENGLISH	<ul style="list-style-type: none"> • Brave Writer • Various books, writing prompts, and worksheets
MATH	<ul style="list-style-type: none"> • Right Start Mathematics, Level G/H
HISTORY/ GEOGRAPHY	<ul style="list-style-type: none"> • Land of Hope • The American Revolution: Great Battles for Boys • Story of the World • Various maps, globes and resources
SCIENCE	<ul style="list-style-type: none"> • Guest Hollow Botany Curriculum
MUSIC	<ul style="list-style-type: none"> • Private piano lessons • Choir and Music theory at Co-op
ART	<ul style="list-style-type: none"> • Art Classes at Co-op
PHYSICAL EDUCATION	<ul style="list-style-type: none"> • Weekly karate classes • Activities and texts
HEALTH	<ul style="list-style-type: none"> • Mankind Marvelously Made

Regular field trips will be planned throughout the year.

In addition to the subjects listed above, Student will continue her studies in: practical arts, library skills, health education (including alcohol, drug and tobacco misuse), highway safety, traffic regulations, bicycle safety, and fire/arson prevention and safety.

Student will attend the substantial equivalent of 180 days or 900 hours of instruction.

The following individuals will be providing instruction:

Mother's Name

Father's Name

Genesee Valley Educational Partnership

80 Munson Street

LeRoy, NY 14482

Ph 585.344.7900/ Fax 585.344.7924

Individualized Home Instruction Plan (IHIP)

Cover Sheet

{Date}

For the school year beginning in **{year}** and ending in **{year}**.

{Child's Name}

{birthdate}

{address, City, State, Zip code}

{name of school}

{numeral} th grade

Reports will be submitted on:

1st Quarter- October 1,

2nd Quarter- January 1,

3rd Quarter April 1 (*with annual assessment arrangement*),

4th Quarter July 1 (*with the annual assessment*).

Individualized Home Instruction Plan (IHIP)

School Year: **{school year}**

{Child's Name}

{numeral} th grade

We are creating an interest-based curriculum using a hands-on approach to learning. Materials and activities listed in one subject area may also apply to other subject areas. We believe that one of the great strengths of homeschooling is the flexibility to individualize the child's learning experience so that skills and knowledge are learned when the child is most ready and motivated. In keeping with that belief, the materials we will use may include, but not be limited to, the following list as well as the resources listed under each subject heading below: reference materials, classic and contemporary literature, workbooks, worksheets, journal/narrative writing, creative thinking, fact-gathering, music, hands-on activities, experiments, projects, field trips, group activities, art supplies, conversations, and real life. We will provide **{child's name}** with a rich and varied educational environment at home and utilize the library, community, and internet resources available.

ENGLISH/LANGUAGE ARTS:

Primary Resource: GCC ACES English 101 and 102

MATHEMATICS: {child's name} will study Algebra 1 this year.

Primary Resources: [Saxon Algebra 1](#)

SCIENCE: {child's name} will study Botany this year.

Primary Resource: [Guest Hollow Botany](#)

HISTORY: {child's name} will study Early American History covering the Age of Discovery (1492-1899).

Primary Resource: [Guest Hollow American History](#)

HEALTH and GYM: {child's name} will “learn about how God made their body to function, the importance of sleep, hydration and nutrition, how to exercise safely, and so much more!”

Primary Resource: [Thrive: Health and Physical Education for Homeschoolers](#)

VISUAL ARTS: The Foundations of Photography course will cover the foundational elements of photography and various photography genres. The Explore Your Camera will cover special effects like silky water, bokeh, sunbursts, light trails, etc, hands-on, how-to approaches to challenging situations, and difficult lighting conditions that photographers frequently face. This course provides an elective credit.

Primary Resources: [Lenspiration Photography Course](#)

OFFICE SYSTEMS: {child's name} will learn typing, the Google Workspace programs, and Canva. This work will provide a half elective credit. This course will provide a half elective credit.

Primary Resources: [Typsey membership](#)

{Parents names}, his parents, will provide primary instruction to {child's first name}. Supplemental instruction will be provided by others as necessary.

Parent's Name
 Street Address
 City, State, Zip Code

July 22, 2024

RE: IHIP for {Student name}

School District: **Dansville Central Schools**

Student: **{Student name}**

DOB: **{enter date}**

School Year: **2024-2025**

Grade: **2**

Dates for submittal of Quarterly Reports:

1st Quarter **11/15/2024**

2nd Quarter **1/31/2025**

3rd Quarter **4/15/2025**

4th Quarter **6/30/2025**

Names of individuals providing instruction: **List Parents**

Subjects	List of syllabi, curriculum materials, textbooks, or plan of instruction for each subject
*Math	Good & Beautiful Math Level 2
*ELA <ul style="list-style-type: none"> ● Reading ● Spelling ● Writing ● English Language 	Reading: Ambleside Online Year 1 curriculum & selected free reading Spelling: Ambleside Online Year 1 Writing: Brave Writer by Julie Bogart English Language: Ambleside Online Year 1 Student will also develop a lexicon, keep a writing journal
*Geography	Ambleside Online Year 1, selected National Graphic studies, use of globe & various maps to understand topography, climate, geographic locations & demographics, selected countries from Hungry Planets: What the World Eats by Peter Menzel & Material World by Peter Menzel

<p>*History</p> <ul style="list-style-type: none"> ● US History ● World ● Patriotism & Citizenship 	<p>US History: Ambleside Online Year 1 & Liberty Kids video series</p> <p>World: Middle Ages, Reformation & Epistles by Sonya Shafer</p> <p>Patriotism & Citizenship: Tuttle Twins by Connor Boyack; topics to include but not limited to history of diversity, roles of religious tolerance, & human rights issues</p>
<p>*Science</p>	<p>Science in the Beginning by Dr. Jay L. Wile; The Good & The Beautiful Botany, Ambleside Online Nature Study</p>
<p>*Health Education</p> <ul style="list-style-type: none"> ● General Health ● Alcohol/Drugs/Tobacco ● Bicycle/Highway Safety ● Fire/Arson Prevention 	<p>Easy Peasy Strong & Healthy</p> <p>Studies including but not limited to alcohol, drug & tobacco misuse, highway safety & traffic regulations, bicycle safety; and fire/arson prevention & safety</p>
<p>*Music</p>	<p>Ambleside Online Composer Studies, Ambleside Online Folk Studies, participation in choir</p>
<p>*Visual Art</p>	<p>Ambleside Online Artist/Picture study; Ambleside Online Drawing and Handicrafts; participation in community art class</p>
<p>*Physical Education</p>	<p>Participation in youth recreation league (kickball, pickleball, etc.)</p>

3rd Quarterly report will include plans for annual assessment.

Instructional methods/tools may include and shall not be limited to: textbooks, reference materials (atlas, dictionaries, globe, maps, encyclopedias, non-fiction books, videos, and the internet), hands-on activities, experiments, projects, newspapers, magazines, frequent field trips, group activities, games, creative thinking, predicting/forecasting, gathering facts, written correspondence, music selections, abundant art activities (e.g. clay, paint, crayons, pencils, sketchpads, felt, chalk), participation in community activities, free play, conversations, and real life.

**These plans, materials, and curriculum are subject to change as needed for student's educational benefit.*

Parent/Instructor Signature _____
 Parent's Name

Parent/Instructor Signature _____
 Parent's Name

IHIP for: Student Name
 2024-2025 School Year
 DOB: 00/00/00
 9th Grade

Parent Names
 123 Caledonia Road
 Caledonia, NY 14423
 (000)000-0000
parentemail@gmail.com

SUBJECT	Major Objectives & Materials/Resources to be Used
ENGLISH	Literature/Writing class at co-op and related assignments: Brave Writer plus various related books, prompts, and worksheets.
Mathematics	Math-U-See Epsilon review, beginning Zeta (decimals)
Science	Guest Hollow botany curriculum, co-op class
Social Studies	Co-op class and related assignments: <i>Land of Hope</i> and related curriculum and videos by Hillsdale College, various videos, biographies, maps, globes, resources.
Physical Education	Gym class at co-op, Regular outdoor play, walks, hikes, bike rides, and swimming as opportunity allows. Indoor physical fitness routines (weights, push-ups, pull-ups, etc). Formal karate training TBD
Art and/or Music	Choir and music theory at co-op, private piano study, weekly art lessons at co-op. Continue regular planned and spontaneous art projects.
Health	See Science, Physical Education. Health Education (physical, emotional, social, psychological) is informally learned in our home, as its pursuit and discussion is woven throughout all of our daily activities. Various books and videos.
Electives	CAD course in Onshape, Bee keeping, Woodworking/construction

Quarterly Report examples

9/20/2023
Parent's Name
1234 Street Road
Geneseo, NY 14454
(585) 777-7777
email@gmail.com

1st Quarterly Report for: Student's Name
DOB: 6/24/2012
Geneseo Central School District
6th Grade
School Year: 2023-2024

Student is progressing at a satisfactory level in all subject matter. We have covered at least 80% of the planned material described in her IHIP for this quarter. We have had instruction in the following areas: English, reading, spelling, writing, math, geography, history, science, visual arts, physical education, practical arts, library skills, health education, highway safety, traffic regulations, bicycle safety, and fire/arson prevention and safety. We had several field trips this quarter.

Student had no absences from instruction this quarter and has exceeded the required 225 hours of instruction.

{date}

Fourth Quarter Report 2023-2024

{Child's name}

Hours of instruction- 200+ hours

Grade {numeral}

English

Material Covered: {Child's name} continued progressing with phonics, reading, and spelling instruction.

Evaluation: {Child's name}'s progress is excellent.

Mathematics

Material Covered: {Child's name} continued practicing skills previously learned and further learned about multiplication, weight, two-step story problems, polygons, dividing, organizing data, meridian, dry and wet measurements with standard and metric systems, geometric shapes, line types, as well as parts of a set and parts of a whole in

Evaluation: {Child's name}'s progress is excellent.

Science

Material Covered: {Child's name} learned about the solar system, sun, planets, seasons, day and night, and asteroids.

Evaluation: {Child's name}'s progress is excellent.

Social Studies

Material Covered: {Child's name} learned about events and people from the time period of 1260-1456 AD. Some of the topics included the Great Khans, the Mongol Invasion, Marco Polo, the Patriots of Scotland, Dante, the Aztecs, the Hundred Years War, the Black Death, the Ming Dynasty, Canterbury Tales, Joan of Arc, the Incas, and Johannes Gutenberg and the Printing Press.

Evaluation: {Child's name}'s progress is excellent.

Health

Material Covered: Healthy food choices and diabetes care, learning to communicate and care for others safely and kindly, personal hygiene instruction, and communicating his physical and emotional needs continued to be addressed and practiced.

Evaluation: {Child's name}'s progress is excellent.

Visual Arts

Material Covered: {Child's name} continued working with and exploring color, texture, and lines. He also did a sculpture and a sunflower field painting.

Evaluation: {Child's name}'s progress is excellent.

Music

Material Covered: {Child's name} continued using rhythm and harmony by singing folk music and learning to sing and identify single notes. He also participated in an end-of-the-year program, performing the songs and skills he learned throughout the year.

Evaluation: {Child's name}'s progress is excellent

Physical Education

Material Covered: Various activities kept him moving and exercising- using his muscles and elevating his heart rate. **{Child's name}** has participated in biking, running, and swimming this quarter.

Evaluation: **{Child's name}**'s progress is excellent.

{Child's name}'s year-end review will be a written assessment provided with his 4th quarter report on July 1, 2024.

For 3rd grade and up:

{Child's name}'s year-end review will be a CAT test (or whatever test is administered), with the results provided with his 4th quarter report on July 1, 2024.

Homeschool Quarterly Report 2023-2024

Date Submitted: 6/28/2024

Quarter: 4

Name of Student: {Student name}

Grade Level: 7

Address:

Name of Parent:

Number of hours of instruction this quarter: 248+

SUBJECT	MATERIALS COVERED	EVALUATION
Math	<ul style="list-style-type: none"> ● Life of Fred Pre-Algebra 1 with Biology chapters 32-46 & final assessment ● Khan Academy & MasterMath for 	Satisfactory
ELA	<ul style="list-style-type: none"> ● AmblesideOnline Year 7: History of English Literature, complete Watership Down, complete Ivanhoe, Chaucer's Tales & selected poetry from Oxford Book of Verse & various free readings (30min+ daily) with comprehensive assessment ● Weekly lexicon & journal writing ● Our Mother Tongue: pg. 100-107 including grammar/usage exercises ● Grammar of Poetry: lesson 29-30 ● Brave Writer: memorize "If", finish reading Last Battle, acrostic, concrete, 	Satisfactory
History NYS Constitution World History Patriotism & Citizenship Geography	<ul style="list-style-type: none"> ● Simply Charlotte Mason's Matthew-Acts & Ancient Rome (2nd edition): lessons 106-136 ● Patriotism & Citizenship included discussion, Ourselves Ch 5 - Ch 6 pt 2 ● Documented important dates & events discussed on timeline (book of centuries) ● Daily discussion of current events (local & global) ● NYS Constitution: Article VI & review branches of NY government with discussion to demonstrate comprehension 	Satisfactory
Science	<ul style="list-style-type: none"> ● Science in the Atomic Age by Dr. Jay L. Wile, Chapters 12-16 with comprehensive assessments and labs, & final assesment ● Earth Science labs (C. Dunbar, NYS Regents) topics including: space exploration, satellites, astronomy 	Satisfactory

Health Education General Health Alcohol/Drugs/ Tobacco Bicycle/Highway Safety	<ul style="list-style-type: none"> ● Total Health by Susan Boe complete Ch 12 ● Discussed substance abuse, traffic safety, fire safety 	Satisfactory
Music	<ul style="list-style-type: none"> ● Ambleside Online, Term 2: works of opera, folk songs & selected hymn studies ● Weekly vocal lessons & participation 	Satisfactory
Art	<ul style="list-style-type: none"> ● God & the History of Art by Barry Stebbing lesson 40 -41 ● Use of fine art materials for weekly drawing/sketching ● Supplemental art lessons, topics including: block printing & macrame ● Printing press class at ROC City Arts 	Satisfactory
Physical Education	<ul style="list-style-type: none"> ● Regular physical activities including archery, climbing, bike riding, jumping, hiking, etc. 	Satisfactory
Practical Arts	<ul style="list-style-type: none"> ● Carving, painting ● Regular use of technology & computer processing applications 	Satisfactory
Library Skills	<ul style="list-style-type: none"> ● Regular visits to library & access to resources for research 	Satisfactory

Note: Greater than 80% of the course materials planned for this quarter have been covered in all subjects.

Full CAT Survey Assessment Results attached separately. Composite Score {Enter Student's score}.

Home School Quarterly Report

Grades 7-8

Student			Date
Student Name			00/00/00
Quarter	Hours of Instruction	No. days absent	Grade Level
1	at least 250	0	7

Parent names parentemail@gmail.com

SUBJECT	Major Objectives & Materials/Resources to be Used	Grade
ENGLISH	Literature/Writing class at co-op and related assignments: Brave Writer plus various related books, prompts, and worksheets.	
Mathematics	Math-U-See Epsilon review, beginning Zeta (decimals)	
Science	Guest Hollow botany curriculum	
Social Studies	Co-op class and related assignments: <i>Land of Hope</i> (American History) and related curriculum and videos by Hillsdale College, various videos, biographies, maps, globes, resources.	
Physical Education	Gym class at co-op, Regular outdoor play, walks, hikes, bike rides, and swimming as opportunity allows. Formal karate training TBD	
Music	Choir and music theory at co-op, private piano study	
Visual Arts	Weekly art lessons at co-op. Continue regular planned and spontaneous art projects	
Health	See Science, Physical Education. Health Education (physical, emotional, social, psychological) is informally learned in our home, as its pursuit and discussion is woven throughout all of our daily activities. Various books and videos.	
Practical Arts/Library Skills	Library skills related to all assignments in all other subjects. Art business: establishing website, income tax ID, book keeping, etc.	

End-of-Year Written Assessment examples

{date}

Year End Report 2023-2024

{Child's name}

Hours of instruction- 900+ hours

Grade {numeral}

English

Material Covered: {Child's name} began the year reviewing and solidifying his phonics, reading, and spelling instruction and moved into level 1 Language Arts from The Good and The Beautiful as there were some gaps in his knowledge, and the need to ensure his solid foundation became important. He ended the year showing progress in his spelling, phonics, and reading.

Evaluation: {Child's name}'s progress is excellent.

Mathematics

Material Covered: {Child's name} completed his Math 2 course.

Evaluation: {Child's name}'s progress is excellent.

Science

Material Covered: {Child's name} studied earth science this year, from inside the earth to the solar system's outskirts.

Evaluation: {Child's name}'s progress is excellent.

Social Studies

Material Covered: {Child's name} learned about the early church and the Middle Ages, covering the years AD 33 to 1456 in world history.

Evaluation: {Child's name}'s progress is excellent.

Health

Material Covered: Healthy food choices and diabetes care, learning to communicate and care for others safely and kindly, personal hygiene instruction, and communicating his physical and emotional needs were addressed and practiced.

Evaluation: {Child's name}'s progress is excellent.

Visual Arts

Material Covered: Through various projects, {Child's name} worked with and explored color, texture, and lines this year.

Evaluation: {Child's name}'s progress is excellent.

Music

Material Covered: {Child's name} used rhythm and harmony by singing folk music and learned to sing and identify single notes.

Evaluation: {Child's name}'s progress is excellent

Physical Education

Material Covered: Various activities kept him moving and exercising- using his muscles and elevating his heart rate. This year, **{Child's name}** has participated in soccer, biking, running, hiking, sledding, and swimming.

Evaluation: **{Child's name}**'s progress is excellent.

Evan had a great year of learning and maturing in all areas. He completed the work asked of him and made excellent progress despite the need to slow down in his language arts studies.

SCHOOL YEAR: **2023-2024**
Annual Assessment – **Written Narrative**

HOMESCHOOLING STUDENT: **{student name}**

GRADE LEVEL: **1**

DATE SUBMITTED: **6/28/24**

{Student name} has satisfactorily completed at least 80% of the required material for this year. This certifies that she has made adequate academic progress in all subjects and has met or exceeded 900 hours of instruction. **{Student name}** has successfully completed the school year and is prepared to begin 2nd grade in September 2024.

In Arithmetic, **{Student name}** has steadily improved with addition and subtraction facts, etc. and is now able to add and subtract double digits.

In English/Language Arts, **{Student name}** made great progress with learning to read. She continued to improve in penmanship and spelling, etc. and is now able to read early readers independently.

In Science, **{Student name}** enjoyed studying the world around us, learning about various plants and animals, etc. and is now able to identify the planets in our solar system.

In Social Studies, **{Student name}** explored the medieval period, studied the great leaders of the United States, etc. and has started to recognize important people & places from the medieval time period.

{Student name} also participated in music, art, physical education, practical arts, health, library, etc.

Highlights of the year include:

- Participation in several academic field trips at the Rochester Museum of Science;
- Significant improvement in reading, and reading comprehension;
- Significant improvement in Mathematics;
- Greater interest in World History;
- Enjoyed many science experiments, learning to paint, computers, and reading, participating in children's choir, etc.

Signature of the Parent(s) or Home Instruction teacher(s)

Date: 6/28/24