



January 19, 2023

Dear Home Instruction Families:

RE: Spring 2023 Home Instruction Review Announcement

Per the Code of Maryland Regulations, (COMAR), home instruction families are required to participate in two Home Instruction reviews during each school year- one per semester. These reviews are referred to as “portfolio reviews”.

The second semester review (Spring) occurs differently than the first semester review. **The Spring 2023 portfolio appointment is hosted virtually between you and a member of the AACPS Home Instruction team through Google Meet. Appointments for the virtual review are made by parents/guardians using the electronic platform, Sign-Up Genius.** Families should schedule one appointment per child. A link to Sign-Up Genius will be available beginning February 1, 2023, at www.aacps.org/homeinstruction.

Included are important details for the Spring 2023 Review:

- During the Portfolio Review meeting, the Home Instruction Office will request documentation and evidence of home instruction in all subject areas noted on the review form.
- **The Spring 2023 Review timeline is February 21, 2023, through March 31, 2023.**
- Virtual meetings are hosted through Google Meet. A meeting link will be emailed to families on the day of the review.
- **The Sign-Up Genius appointment scheduling system will accept appointment requests February 1-February 15, 2023.**
- Every home instruction family should schedule one appointment per child before February 15, 2023.

Prior to your appointment, you will have the option of filling out an electronic portfolio review form which can be found on our website under *Announcements*, but you must still attend the virtual meeting.

Students who fail to complete the required portfolio review or have a deficient portfolio are out of compliance with COMAR and will be withdrawn from Home Instruction and must enroll in a private or public school for a minimum of one semester, prior to re-enrolling in home instruction.

Families may find the Top Ten Tips for Creating a Home Instruction Portfolio to be a helpful document to prepare for the virtual meeting. You may locate this document at www.aacps.org/homeinstruction.

Regards,

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