

## Home Study Frequently Asked Questions: End of the Year Assessments (EOYA)

### What are the different types of End of the Year Assessments?

- Teacher Assessment
- Parent Letter and Portfolio
- Teacher Advisory Service Report from a publisher of a commercial curriculum and Portfolio, or
- Results from a Standardized Achievement Test
- We also accept a General Education Diploma (GED) and grades from classes as EOYA.

### What do I need to provide if I complete a parent report and portfolio?

A parent report must contain a parent summary of the student's progress in each area of the MCOS. This will involve a brief description of work accomplished in each area. The summary may include a narrative or bullet points depending on personal preference. A portfolio of the student's work must accompany the report. If the student was 13 or older when they enrolled, the parent report does not need to provide information for Physical Education, Health or Fine Arts. **Please remember to label all work with the student's name, date, and subject area.**

### What is a work sample?

Examples of work samples include:

- A completed worksheet
  - A report or essay
  - A picture of a project (i.e. art project, science lab)
  - Brochure/ticket from a concert, play, sporting event, museum, community event, ski resort, gym membership
  - List of books read or reading log (for Literature requirement)
  - PowerPoint or other presentation that the student developed
  - A picture of the student hiking, biking, skiing (for PE)
  - A unit test/quiz
  - Maps/graphs
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- Certificates from youth sports, community activities/events, spelling bee participation
- Picture of student cooking, going to a dentist/health provider (health)
- Note taking
- A print out of assignment the student completed (typically from an online class) **IF** it includes grades

### **What is NOT a work sample?**

- Print out of assignments the student completed (typically from an online class) without grades
- Documentation stating that the student memorized something
- A picture that does not have a caption or does not clearly show what the student is doing
- Multiple samples showing the same thing (i.e. 4-6 cursive writing worksheets, 4-6 spelling tests, 4-6 pictures of the student at the Boston Aquarium).

### **How many work samples do I need to include in the parent report and portfolio?**

Each subject area must include at least 4 and no more than 6 distinct portfolio pieces (except Fine Arts, Physical Education and Health which only require one example).

### **Can I send more than 4-6 examples?**

Due to the high volume of mail that the Home Study office receives, we request that you **do not submit more than 6 examples per subject** as we do not have the capacity to review all of them. Consider overlapping your work samples. For example, a written report on the Revolutionary War may count toward a History and Writing Sample. A report on the digestive system may cover Writing, Science and Health.

### **I have so many work samples that I want to share, how do I decide which portfolio pieces to send?**

Make sure that the samples are ones that the family can part with as the Home Study Office will not return the portfolio. Each sample should include the student's name, date and any corrections/comments that the family/teacher/tutor has made as well as the work the student has completed. Math worksheets should also include the work that the student has completed, not just the final answer. We want to see the process the student went through to obtain the answer.



Each sample should represent a different time period during the school year (Fall, Winter and Spring) to show progress. For example, please do not submit four math worksheets of your student completing simple addition problems. We expect to receive one such work sample, then the additional samples should show a progression of skills; simple subtraction worksheet, double/triple digit addition and/or subtraction.

### **Can I have a teacher from another state complete an EOYA?**

No, any teacher that completes an EOYA must be licensed in Vermont at the time of the assessment.

### **Does the VT Licensed Teacher need to sign my EOYA?**

No. While we have requested this in the past, it is currently not a requirement.

### **My student took an online course for Math this year. Can I send you the print-out stating that he/she completed the course?**

Yes and No. If the course provided a grade, then you may submit the document with the grade as it indicates the student's progress.

If the course only provides a print-out that identifies that the student did the work, then no, you cannot provide a print-out only. The family will need to provide work samples if submitting a parent report and portfolio. The printout only reflects participation and does not demonstrate that the student made any progress. It is recommended that during the school year, families take screen shots of the work the student is completing. Those screen shots can be used as a work sample.

### **What do I need to do if I am not reenrolling for the current year?**

Send in an End of Year Assessment to close out the student's year.

### **Should I send my EOYA and enrollment paperwork together?**

It is **strongly** recommended that the EOYA and the enrollment paperwork arrive at the same time.

