



Manchester-Shortsville Central School District

"Red Jacket Schools"

1506 Route 21, Shortsville, NY 14548-9502

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Web Page: www.redjacket.org

Kristine Guererri, Assistant Superintendent

E-mail: kristine.guererri@redjacket.org

Dear Parent/Guardian,

Attached you will find the Manchester-Shortsville **Individual Home Instruction Plan (IHIP)** packet. Please complete the first page, as well as the second, that outlines your course materials and their source. This plan needs to be completed and returned to the district within 30 days of our receipt of your letter of intent to homeschool your student.

You will also find four quarterly report forms that are to be returned by the dates noted on the IHIP:

- 1st quarter – Due November 9, 2017
- 2nd quarter – Due January 26, 2018
- 3rd quarter – Due April 13, 2018
- 4th quarter – Due June 22, 2018

In an effort to streamline our record keeping and be sure that your Letter of Intent, IHIP, Course of Study, Quarterly Reports and Evaluations are all received and reviewed by the appropriate administrator, I am asking that you mail all correspondence to me for distribution to the Superintendent and/or building principals.

Also please note that, according to the commissioner's regulations, all students must be annually assessed. This assessment is to be filed with the 4th quarterly report on June 22, 2018. Attached you will find a copy of the Commissioner's Regulations, section 100.10, on Home Instruction. Details regarding appropriate assessments and administration and scoring are described. Please call me at (585) 289-3964 if you have any questions.

Sincerely,

Kristine L. Guererri

Enclosures