

## Portfolio Through Out the Year Checklist Suggestions

√	Suggested Items
	If you are doing Unit Studies, you will add summaries and items from unit as you complete them. I would recommend pictures, writing assignments, and books read for each unit.
	During the year, you may wish to add to your Observation Notes special things that occur. For instance: Feb 6, 2002 - Johnny is having quite the struggle in mastering multiplication facts. I have decided to suspend our regular math classes awhile and concentrate on those facts.
	If you are using curriculum for Science and Social Studies and decide to do something special for a unit, like dress up in costume or camp out to observe stars, make note in the appropriate section of the portfolio.
	You should include a few examples of a Science Experiment log to demonstrate that your child is equipped with this skill whether doing Unit Studies or Traditional Curriculum.
	During the mid-term period, watch your child in all core areas. Write Observation Notes for each area.
	During the mid-term, give your child a diagnostic reading inventory such as Slossons or Dolch Site Words to determine middle reading level. Is he or she advancing? If not, what can you do now to improve this before year end? Place in reading section of notebook.
	During the mid-term, have your child read a book at determined level. Copy a page to demonstrate the reading content and tape the child reading the book. Place these in the reading section of notebook as a middle level.
	During the mid-term, have your child write a narrative or include on tape a verbal narrative on book just read to demonstrate middle term comprehension skills. Place in reading section of notebook.
	During the mid-term, have your elementary level child produce a writing sample. One that has every letter of the alphabet represented is ideal. One popular example is: "William said that everything about his jacket was in quiet good condition except for the zipper." Evaluate the sample. What area is still providing trouble or what can you do now to show more improvement by year end? Place in Language Arts section of the portfolio.
	During the mid-term, give an appropriate math fact quiz to elementary children. Time how long it takes them to complete the sheet. Note the time on the paper and score. Place in the Math section of the portfolio.
	Continue adding to Reading Log, Field Trip log, Attendance Calendar, and other ongoing bookkeeping throughout year.