

# **SYRACUSE CITY SCHOOL DISTRICT**

## **Office of Student Support Services**

This packet serves as examples of both Non-Compliant and Compliant IHIP styles.

They are formatted to show a variety of IHIP styles within the same form. Each style is comparable to actual paperwork the district has received. Other styles and formats are acceptable outside of these illustrations.

There are explanations or notes where needed for clarity. Please reach out to the Office of Student Support Services with any further questions.

**(315) 435-6350**

**[Homeschooling@scsd.us](mailto:Homeschooling@scsd.us)**

## **Example of a Non-Compliant IHIP**

Explanations of Non-Compliance are in Red

# SYRACUSE CITY SCHOOL DISTRICT

## Office of Student Support Services

### Individual Home Instruction Plan (IHIP) 20 23 - 20 24

Must be submitted Within Four (4) Weeks of Letter of Intent to Home School

*Please complete and return this form in its entirety.*

Student's Name: John Smith Jr Date of Birth: 4/2/10

Gender: M Race: White/Black Hispanic:  Yes  No

Address: 100 Main St, Syracuse, NY 13204

Grade: 7 Individual Providing Instruction: Jane Smith

Parent(s)/Guardian(s) Name(s): John & Jane Smith

Home Phone: \_\_\_\_\_ Cell Phone: 315-315-3151

Email: johnsmith@example.com

### Dates of Submission of Reports

(You determine the month and day)

1<sup>st</sup> Quarter Report Date: 11/16/23 3<sup>rd</sup> Quarter Report Date: 4/15/24

2<sup>nd</sup> Quarter Report Date: 2/17/24 4<sup>th</sup> Quarter Report Date: 6/20/24

Form of Annual Assessment: \_\_\_\_\_ Submission Date: 6/20/24

Cannot be left blank

Parent/Guardian Signature John Smith Date 8/16/23

**Please return the completed IHIP to:**

Mail: Hearing Office of Student Support  
1025 Erie Boulevard West  
Syracuse, NY 13204-2749

- OR -





Email: [Homeschooling@scsd.us](mailto:Homeschooling@scsd.us)

# SYRACUSE CITY SCHOOL DISTRICT

Office of Student Support Services

## Individualized Home Instruction Plan (IHIP) Worksheet For Grades 7 and 8

The units shown here are cumulative requirements for both Grades 7 and 8. One unit is 6,480 minutes of instruction or 108 hours per year. Total hours of instruction for grades 7-8 must be 990 hours per year.

Required Subjects	Syllabi, Curriculum Materials, Textbooks or Plan of Instruction
<b>English</b> (2 units)	<b>Reading/Writing/Grammar</b>  These topics are too broad to indicate what is being taught is at the appropriate grade level.
<b>History &amp; Geography</b> (2 units)	<b>Global</b>  Just the title of a course is not enough detail to say what is being taught. More information is needed, either book/online curriculum name or detailed main topics that will be covered.
<b>Science</b> (2 units)	<b>7th grade science</b>  While the grade level is listed, there is no indication of the topics that will be taught and no details listed.
<b>Mathematics</b> (2 units)	<b>7th grade math</b> <ul style="list-style-type: none"><li>- <b>Calculator</b></li><li>- <b>Flash cards</b></li><li>- <b>Graphing paper</b></li></ul>  These types of materials are not required in the IHIP and do not constitute a plan of instruction

# SYRACUSE CITY SCHOOL DISTRICT

## Individualized Home Instruction Plan (IHIP) Worksheet Grades 7 and 8 (Continued)

Required Subjects	Syllabi, Curriculum Materials, Textbooks or Plan of Instruction
Physical Education (on a regular basis)	<b>Exercise</b> — Textbooks/online programs are not required for PE, but more detail is required than just this
Health Education (on a regular basis)	<b>Example Online Academy</b> — If using online education programs, the title of the course being taken is required. A course summary is also encouraged. (Direct printouts from the website are fine)
Art (½ unit)	<b>Arts and crafts</b> — Even with only 1/2 units, this information is too vague to be a plan of instruction
Music (½ unit)	<b>Listening to music</b>
Practical Arts (on a regular basis)	All subjects listed in the IHIP are required and cannot be left blank (this does not apply to grades 9-12).
Library Skills (on a regular basis)	<b>Not Applicable</b> — No student is exempt from the required subjects for any reason.

The following courses shall be taught at least once during the first 8 grades:

- (a) United States History
- (b) New York State History
- (c) Constitutions of the United States and New York State

Education Law, Sections 801, 804, 806, and 808 also require the following subjects to be covered during K-12:

- (a) Patriotism and citizenship
- (b) Health education regarding alcohol, drug and tobacco misuse
- (c) Highway safety and traffic regulations, including bicycle safety
- (d) Fire and arson prevention and safety

## **Example of a Compliant IHIP**

Explanations or Notes in Green

# SYRACUSE CITY SCHOOL DISTRICT

## Office of Student Support Services

### Individual Home Instruction Plan (IHIP) 2023 - 2024

Must be submitted Within Four (4) Weeks of Letter of Intent to Home School

*Please complete and return this form in its entirety.*

Student's Name: John Smith Jr Date of Birth: 4/2/08

Gender: M Race: White/Black Hispanic:  Yes  No

Address: 100 Main St, Syracuse, NY 13204

Grade: 9 Individual Providing Instruction: Jane Smith

Parent(s)/Guardian(s) Name(s): John & Jane Smith

Home Phone: \_\_\_\_\_ Cell Phone: 315-315-3151

Email: johnsmith@example.com

### Dates of Submission of Reports

(You determine the month and day)

1<sup>st</sup> Quarter Report Date: 11/16/23 3<sup>rd</sup> Quarter Report Date: 4/15/24

2<sup>nd</sup> Quarter Report Date: 2/17/24 4<sup>th</sup> Quarter Report Date: 6/20/24

Form of Annual Assessment: California Achievement Test Submission Date: 6/20/24  
(\* See note below)

Parent/Guardian Signature John Smith Date 8/16/23

**Please return the completed IHIP to:**

Mail: Hearing Office of Student Support - OR - Email: [Homeschooling@scsd.us](mailto:Homeschooling@scsd.us)  
1025 Erie Boulevard West  
Syracuse, NY 13204-2749

\*Other options can include: Written Narrative, Regents Exams, or other test name

# SYRACUSE CITY SCHOOL DISTRICT

## Office of Student Support Services

### Individualized Home Instruction Plan (IHIP) Worksheet For Grades 9-12

The units shown here are **cumulative requirements for all four years** in grades 9-12. One unit is 6,480 minutes of instruction or 108 hours per year. Total hours of instruction for grades 9-12 must be 990 hours per year.

Required Subjects	Syllabi, Curriculum Materials, Textbooks or Plan of Instruction
<b>English</b> (4 units)	<p><b>Exploration of literature - including novels and poetry, with an overview from Enlightenment to Postmodernism. Reading skills to include fluency and comprehension. Grammar and vocabulary through novels and various types of writings and essays.</b></p> <p><b>Novels: Frankenstein The Great Gatsby Macbeth, etc.</b></p> <p><b>Texts: Smith &amp; Smith ELA - 9th Grade Textbook 9th grade Core Workbook, etc.</b></p>
<b>Social Studies</b> (4 units) <b>Must include:</b> 1 unit American History ½ unit Government ½ unit Economics	<p><b>High School American History</b>  <b>Example Online Academy</b></p> <p><b>*See attached (with actual course summary from website attached)</b></p>
<b>Science</b> (2 units)	<p><b>Biology with Lab</b></p> <p><b>Student will observe and apply scientific method with both hands-on and virtual labs. Topics of study may include but are not limited to: cells, genetics, evolution, plants and animals, and anatomy. Student will use but not be limited to the following texts: <i>Biology</i> by Smith &amp; Smith, and <i>Biology: Life on Earth</i> by Smith &amp; Smith</b></p>
<b>Mathematics</b> (2 units)	<p><b>Algebra - Math 103 at Example Community College</b></p> <p><b>*Any classes beyond the required number of units for other subjects can also count as electives. For example, a student taking Algebra I, Algebra II, Pre-Calculus, and Calculus would count two of those classes as their required 2 units of Math, and the other 2 would be electives.</b></p>



# SYRACUSE CITY SCHOOL DISTRICT

## Individualized Home Instruction Plan (IHIP) Worksheet Grades 9-12 (Continued)

<b>Physical Education</b> (2 units)	<b>Basketball, Swimming at YMCA</b> <b>At least 60 mins of exercise daily, including walking, biking, and hiking when weather permits. Yoga and exercise guides from youtube</b>			
<b>Health Education</b> (½ unit)	<b><u>Topic:</u> Mental Health</b> <b><u>Text:</u> Wellness and Health by Smith &amp; Smith</b> <b><u>Video/Web:</u> Youtube, Health.com</b> <b><u>Other:</u> Weekly journals</b>			
<b>Art and/or Music</b> (1 unit)	<b>Weekly piano lessons, with a series of piano workshops</b> <b>Music theory with a focus on piano</b> <b>OR</b> <b>AP Art History - Intro to cultures and religions, Prehistoric art and the ancient Mediterranean, Early European to Later European Art, African Art, West and Central Asian Art, Contemporary Art Movements - fieldtrips to Smithsonian and MOMA</b>			
<b>Elective 1</b> (1 unit)	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <b>Spanish I</b>            - Greetings/Common Phrases            - Definitions            - Conversational Spanish            - Past &amp; Present Tense            - Simple Translations         </td> <td style="width: 10%; text-align: center; vertical-align: middle;"><b>OR</b></td> <td style="width: 40%; vertical-align: top;"> <b>Computer Programming</b>            Intro to HTML/CSS, &amp; SQL            Topics to include making webpages and querying and managing data            Full syllabus at <a href="http://ExampleAcademy.org">ExampleAcademy.org</a> </td> </tr> </table>	<b>Spanish I</b> - Greetings/Common Phrases - Definitions - Conversational Spanish - Past & Present Tense - Simple Translations	<b>OR</b>	<b>Computer Programming</b> Intro to HTML/CSS, & SQL Topics to include making webpages and querying and managing data Full syllabus at <a href="http://ExampleAcademy.org">ExampleAcademy.org</a>
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<b>Elective 2</b> (1 unit)	<b>Electives will be covered in 11th and 12th grades</b>			
<b>Elective 3</b> (1 unit)	<div style="border-left: 1px solid green; border-right: 1px solid green; border-bottom: 1px solid green; padding: 10px; margin-left: 400px;"> <p>For 9-12 only, subjects may be left blank as the form shows unit requirements for all 4 years of high school</p> </div>			

Education Law, Sections 801, 804, 806, and 808 also require the following subjects to be covered during K-12:

- (a) Patriotism and citizenship
- (b) Health education regarding alcohol, drug and tobacco misuse
- (c) Highway safety and traffic regulations, including bicycle safety
- (d) Fire and arson prevention and safety