How Do Your Email Evaluations Work?  
  
1. We do portfolio review evaluations. This is a low-stress method of evaluation because the evaluation is based on the records of the child’s learning over the course of the year. If the child was regularly learning and the parent kept records, passing the evaluation should not be a worry.

2. Use our convenient online form or email information to us at [Cheryl@FLHomeschoolEvaluations.com](mailto:Cheryl@FLHomeschoolEvaluations.com) Please send this information first:  
Child’s full name and date of birth  
Parent’s legal name (what you want used on the form)  
Address  
Phone number for the brief follow-up phone call  
Your email address to send the paperwork to

3. Also send portions of your portfolio. We don’t need to see everything you’ve kept. We do want to see some of each of the three types of documentation required by Florida law: a. Samples of work, b. A log of educational materials, and c. Titles of reading materials.

a. Samples of work: Could be writings, worksheets, workbooks or creative materials used by the student or developed by the student. Photos of projects, copies of pages read, screenshots of programs used, brochures from field trips attended, or whatever works for your style of homeschooling. We don’t need many. Something from the beginning of your year and something more recent in a few subject areas is usually sufficient to see educational progress commensurate with ability.

b. Log of educational activities: Could be a lesson plan book created by you, or one from a publisher marked to show what was done, or a report of lessons done in an online program, or a list of educational things done, or the table of contents from materials used with dates or check marks or highlighting to show what was done, or a blog showing learning activities, or whatever works for how you homeschool. State law doesn’t require daily entries. State law doesn’t dictate what should be in it so it’s up to you if it includes daily assignments, special activities such as projects and field trips, or a mix of both, lots of details or very few, or so on.

c. Titles of reading materials: Could be books, stories, articles, magazines, graphic novels, websites, apps, or whatever works for how your child learns. “Titles” is plural so you need at least two, though a few more looks better in the records. These could be in a separate list, or visible on the samples of work, or within the log of educational activities.

4. We are homeschooling parents and usually review the documents after our children are in bed. We’ll let you know if we need to see more documentation. If all is well, we’ll call for a brief chat with the child, usually the next business day. If you have limited availability for a phone call, give us several options for time frames that will work for you over the next couple of business days.   
The call is NOT a quiz nor a test. The child doesn’t need to worry about it nor talk much. Instead, the call is mostly us briefly explaining the purpose of the call and the progress seen in the records sent so the child knows what is being said about the child’s own education. Even if your child is shy or nonverbal, we can get a phone call to work.

5. The current fee is $38 for the first child and $10 more for each additional child evaluated together--$48 for two children, $58 for three, etc. An additional $10 can be paid for those who are in a rush and need documents in one to two business days. Payment may be sent via PayPal using the link paypal.me/CherylTrzasko or by mail with a check or a money order mailed to 897 Lake Wellington Dr., Wellington, FL 33414.  
Payment should be sent with the documents. Please be sure to give the name of the parent or child with the payment.

6. We send the forms via email. If not received within two business days of the follow-up phone call, please check your spam folder. The emailed forms will include a **Portfolio Review** **form** with notes about the documentation seen. This form is for your records only. The **Home Education Evaluation Form** should be sent on to the school district’s home education office. By Florida law, the parent is the one to send it in.   
  
We use forms that have worked for counties across Florida for 17 years. We do not typically use district forms for multiple reasons: District forms cannot be required under Florida law. District forms typically ask for information that is not required under Florida law (and sometimes even ask for information that Florida law prohibits school districts from recording). Use of district forms has been linked to school officials mistakenly thinking they can add to requirements in Florida law and making life harder for homeschooling parents. Use of non-district forms is a simple way to push back and protect our homeschooling rights.  
  
7. The parent sends the evaluation form to the school district. We’ll provide a link to a page that the Florida Dept. of Education keeps of all the Home Education Departments to help if you don’t have the contact information handy.  
  
Please let us know if you have any questions.  
  
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