

[SAMPLE "FIRST" REPORTING LETTER USING "PARENT" QUALIFICATION]

September \_\_, 20\_\_

**Ms. Ima Super  
Superintendent  
Our School District  
10 Cementblock Way  
Anywhere, MN 55555**

**Dear Ms. Super:**

We will be homeschooling our children this year.

In accordance with Minnesota Statute 120A.24, this letter provides you with the annual reporting specified by statute. Our children, **Child One**, born xx/xx/xx, and **Child Two**, born yy/yy/yy, will be receiving instruction at home, **Our Address Lane, Anywhere, Minnesota**, on the subjects listed in Minnesota Statute 120A.22, subd. 9, during the school district's 2005-06 school year. Instruction will be provided by their parents, **Parent One** and **Parent Two**, satisfying the requirements of Minnesota Statute 120A.22, subd. 10(6). Quarterly report cards will be submitted as required by Minnesota Statute 120A.24, subd. 1(4). With respect to the annual instructional calendar requirement of Minnesota Statute 120A.24, subd. 1(3), instruction will be provided on a daily basis throughout the year.

The immunization reporting required by Minnesota Statute 121A.15 with respect to **Child One and Child Two** is enclosed.

We will be satisfying the testing requirements of Minnesota Statute 120A.22, subd. 11 by administering the **Name of Test** at home in the spring of 2006.

Sincerely,

**Parent One  
Parent Two**

[**Note: Some of our members prefer to report by letter, and have successfully used reporting letters like this for years. Letters of this type provide the information required by statute. However, there is no guarantee that your school district will not ask for more information, regardless of the reporting letter or form you use. If your district asks for more information than the law requires, have them cite the specific statute and subdivision on which they rely for any additional requests. That may end the difficulty. If you're a member and you have questions, contact MHA at P.O. Box 40486, St. Paul, MN 55104, or by e-mail: mha@homeschoolers.org. Be sure to include all correspondence to and from your school district about the reporting requirements.**]