

Written Agreement for Independent Study

Student Name:	Agreement Duration:
Student Number:	Beginning Date:
DOB:	End Date:
Address:	Grade Level:
Phone:	Program Placement: Independent Study
School:	

- 1) **The manner, time, frequency, and place for submitting a student's assignments, for reporting the student's academic progress, and for communicating with a student's parent or guardian regarding a student's academic progress:**
 - a. **Manner of Reporting:** _____
 - b. **Time:** _____
 - c. **Frequency:** _____
 - d. **Place:** _____
- 2) **Objectives:** The student shall engage in content provided by the Charter School which is aligned to grade level standards that is substantially equivalent to in-person instruction. As a high school, this shall include access to all courses offered by the local educational agency for graduation and approved by the University of California or the California State University as creditable under the A–G admissions criteria.
- 3) **Methods of Study:** The following methods of study may be utilized: Independent Reading, Textbook Activities, Problem Solving, Study Projects, Drill & Practice, Experiential Learning, Computerized Curriculum, Web/Internet Research, Library Research, Field Trips, Synchronous instruction.
- 4) **Methods of Evaluation:** The following methods of evaluation may be utilized: Teacher-made Tests, Student Conferences, Progress/Report Cards, Chapter/Unit Tests, Work Samples, Observations, Portfolios, State Standards Testing, Journals, Presentations, Quizzes, Labs, Final Examinations.
- 5) **Resources:** The Charter School will provide appropriate instructional materials and personnel to enable the student to complete the assigned work. Resources must include those reasonably necessary to the achievement of the objectives and must include resources that are normally available to all students on the same terms as the terms on which they are available to all. The school will confirm or provide access to all students to the connectivity and devices adequate to participate in the educational program and complete assigned work.
- 6) **Policies Pursuant to Education Code Sections 51747(a) and (b):**

- a. For students in all grade levels and programs offered by the Charter School, the maximum length of time that may elapse between the time an assignment is made and the date by which the student must complete the assigned work shall be thirty (30) school days.
- b. The Principal or designee shall conduct an evaluation to determine whether it is in the best interests of the student to remain in independent study upon the following triggers:
 - i. When any student fails to complete three (3) assignments during any period of thirty (30) school days.
 - ii. In the event Student's educational progress falls below satisfactory levels as determined by ALL of the following indicators:
 - 1. The student's achievement and engagement in the independent study program, as indicated by the student's performance on applicable student-level measures of student achievement and student engagement set forth in Education Code Section 52060(d) paragraphs (4) and (5).
 - 2. The completion of assignments, assessments, or other indicators that evidence that the student is working on assignments.
 - 3. Learning required concepts, as determined by the supervising teacher.
 - 4. Progressing toward successful completion of the course of study or individual course, as determined by the supervising teacher.

A written record of the findings of any evaluation conducted pursuant to this policy shall be treated as a mandatory interim student record. The record shall be maintained for a period of three years from the date of the evaluation and, if the student transfers to another California public school, the record shall be forwarded to that school.

7) Statement of the Course Credits or for Measures of Academic Achievement to be Earned by the Student Upon Completion

Students will meet California State Standards in all courses. All students, grades K-8, take benchmark assessments at least three times throughout the school year, which measure both proficiency and individualized growth. Students, grades 9-12, shall obtain academic credits towards Charter School graduation requirements.

- 8) Statement of Academic and Other Supports for Special Populations:** The Charter School shall utilize its multi-tiered systems of support ("MTSS") to address the needs of students who are not performing at grade level, or who need support in other areas, such as English Learners, students in foster care or students who are experiencing homelessness, and/or students requiring mental health support. The Charter School complies with the Individuals with Disabilities Education Act ("IDEA") and is committed to meeting the needs of individuals with exceptional needs in order to be consistent

with the student's individualized education program ("IEP"). Policies, procedures, and guidelines are in place to ensure that students are identified, assessed, and provided a free appropriate public education in the least restrictive environment. The school complies with Section 504 of the federal Rehabilitation act of 1973 (29 U.S.C. Sec. 794) and is committed to providing equivalent access to and providing a free appropriate public education to all students with disabilities.

9) **Voluntary Statement:** It is understood that independent study is an optional educational alternative in which no student may be required to participate. In the case of a student who is referred or assigned to any school, class or program pursuant to Education Code Section 48915 or 48917, instruction may be provided to the student through independent study only if the student is offered the alternative of classroom instruction.

10) **Student-Parent-Educator Conference:** Before signing this written agreement parent or guardian of a student may request that the Charter School conduct a telephone, videoconference, or in-person student-parent-educator conference or other school meeting during which the student, parent or guardian, and, if requested by the student or parent, an education advocate, may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in independent study, before making the decision about enrollment or disenrollment in the various options for learning.

11) **Signatures and Dates:**

I have read and I understand the terms of this agreement, and agree to all provisions set forth.¹

Title	Signature	Date
Student		
Parent/Guardian/Caregiver (if student is under the age of 18)		
Certificated employee who has been designated as having responsibility for the general supervision of independent study		
Certificated employee designated as having responsibility for the special education programming of the student, as applicable		

¹ Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education that may be a marking that is either computer generated or produced by electronic means and is intended by the signatory to have the same effect as a handwritten signature. The use of an electronic signature shall have the same force and effect as the use of a manual signature if the requirements for digital signatures and their acceptable technology, as provided in Section 16.5 of the Government Code and in Chapter 10 (commencing with Section 22000) of Division 7 of Title 2 of the California Code of Regulations, are satisfied.