



Blue Ridge Academy

955 Stanislaus Street, Maricopa, CA 93252
Ph (661) 525-1178 | Fax (661) 465-4544

Regular Scheduled Board Meeting

July 26, 2021 – 6:00 pm

625 West Covina Blvd.

San Dimas, CA 91773

Through Teleconference

<https://zoom.us/j/8698887379>

Call-In Information

669-900-6833

Meeting ID: 869 888 7379

AGENDA

1. Call to Order
2. Approval of the Agenda
3. Public Comments
4. Executive Director's Report
 - a) Board Request Updates
 - b) Brown Act and Teleconference Meetings Updated
 - c) 2020-2021 Transition Updates
 - d) Legislative Updates
 - e) Department Spotlight
5. Discussion and Potential Action on the 6-21-21 Board Meeting Minutes
6. Discussion and Potential Action on the Independent Study Policy
7. Discussion and Potential Action on the Master Agreement
8. Discussion and Potential Action on the Kindergarten and Transitional Kindergarten Policy
9. Discussion and Potential Action on the Board Resolution – Granting Authority to Executive Director/Principal to Update Policies to Remedy Minor Errors – 2021-5
10. Discussion and Potential Action on the Board Resolution – Granting Authority to Executive Director/Principal to Delegate Duties During Leave of Absence - 2021-6



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11. Board of Directors' Requests
12. Announcement of Next Regular Scheduled Board Meeting
13. Adjournment

All matters listed under Consent Agenda are considered to be routine or sufficiently supported by prior or accompanying reference materials and information as to not require additional discussion. A motion as referenced below will enact all items. There will be no separate discussion of these items prior to the time the Board of Education votes on the motion unless members of the Board, staff or public request specific items to be removed from the Consent Agenda for separate consideration for action.

Public comment rules: Members of the public may address the Board on agenda or non-agenda items through the teleconference platform, zoom. Zoom does not require the members of the public to have an account or login. Please either utilize the chat option to communicate with the administrative team your desire to address the board or simply communicate orally your desire to address the board when the board asks for public comments. Speakers may be called in the order that requests are received. We ask that comments are limited to 2 minutes each, with no more than 15 minutes per single topic so that as many people as possible may be heard. If a member of the public utilizes a translator to address the board, those individuals are allotted 4 minutes each. If the board utilizes simultaneous translation equipment in a manner that allows the board to hear the translated public testimony simultaneously, those individuals are allotted 2 minutes each. Members of the public may also email their comments to the Board at Board@theblueridgeacademy.com no later than 1 business day before a Board meeting. Emailed comments will be read during the public comments portion of the meeting after the spoken comments, as time allows. By law, the Board is allowed to take action only on items on the agenda. The Board may, at its discretion, refer a matter to school staff or calendar the issue for future discussion.

Note: Blue Ridge Academy Governing Board encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, please contact the Governing Board Office at 657-600-0976 at least 48 hours before the scheduled board meeting so that we may make every reasonable effort to accommodate you. (Government Code § 54954.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. § 12132)).

Executive Director's Report

Board Meeting
July 26, 2021



Board Requests Updates

- Maternity Transition Overview
 - Ongoing Admin Meetings
 - Board Resolutions
- Community Outreach
 - Website page is live!
- Board Handbook Resources
 - "How To's"
 - Important Documents

Brown Act and Teleconference Meetings Update

- Governor Gavin Newsom recently signed a new Executive Order, N-08-21, that announces the expiration of many Executive Orders that relate to the COVID-19 pandemic including Executive Order N-29-20, which suspends certain Brown Act requirements for conducting a teleconference meeting.
- The new Executive Order extends this waiver for all public agency Boards through September 30, 2021. Beginning October 1, 2021, Board meetings may still be conducted via teleconference, but the Brown Act teleconference meeting requirements will go back into effect. These requirements include:
 - Each teleconference location must be identified on the agenda;
 - An agenda must be posted at all teleconference locations;
 - Each teleconference location must be accessible to the public and ADA compliant;
 - Members of the public must be able to access each teleconference location and be able to hear the meeting and provide public comment from the location;
 - A quorum of the Board must participate from within the Charter School(s)'s jurisdiction.

20-21 Transition Updates

- Provenance Dissolution
 - Connected to their transition POC
- Potential Vehicle
 - More information needed
- No updates on DTF

Legislative Updates

Independent Study Law Amendments: Governor's Trailer Bill & AB 130

Expanded Independent Study Board Policy Mandates:

- "A plan to provide opportunities for" varying levels of "live interaction" and "daily synchronous instruction":

- **'Live interaction'** means interaction between the pupil and local educational agency classified or certificated staff, and may include peers, provided for the purpose of maintaining school connectedness, including, but not limited to, wellness checks, progress monitoring, provision of services, and instruction. This interaction may take place in person, or in the form of internet or telephonic communication.
- **'Synchronous instruction'** means classroom-style instruction or designated small group or one-on-one instruction delivered in person, or in the form of internet or telephonic communications, and involving live two-way communication between the teacher and pupil. Synchronous instruction shall be provided by the teacher of record for that pupil pursuant to Section 51747.5"

Legislative Updates

Grade Span	Live Interaction	Synchronous Instruction
TK-3	n/a	Daily
4-8	Daily	Weekly
9-12	n/a	Weekly

Auditing/Reporting

- Pupils who do not participate “shall be documented as non-participatory for that school day”
- Takes effect starting the 21-22 school year

Questions:

- Is “plan to provide opportunities” a mandate that students participate?
- Is participation required for ADA?
- What are the implications for a student documented as “non-participatory”?

Legislative Updates

Silver Lining:

- No financial disruptions
- No enrollment disruptions

CSDC called AB 130 “most complicated and vague bill they have seen in recent years”

- Requires updates to our Master Agreements & Independent Study policy
 - New MAs to be signed within 30 days of first day of school
- Main changes for non-classroom based schools centers around what CDE requires of and how they define “student engagement”
- Legal teams & charter advocates expect clarity on multiple points after legislators return from their summer recess in August.
- Blue Ridge working with legal to provide overview for staff and parents and practical roll out plan

Director of Operations

- Enrollment
- Compliance
- Records
- CalPads
- Transformational Leadership



Operations Team



Coordinators

Enrollment Coordinator



Ellen Morrison

Compliance Coordinator



Jenie Francoso-Soriano

Records Coordinator



Angela Constanzo

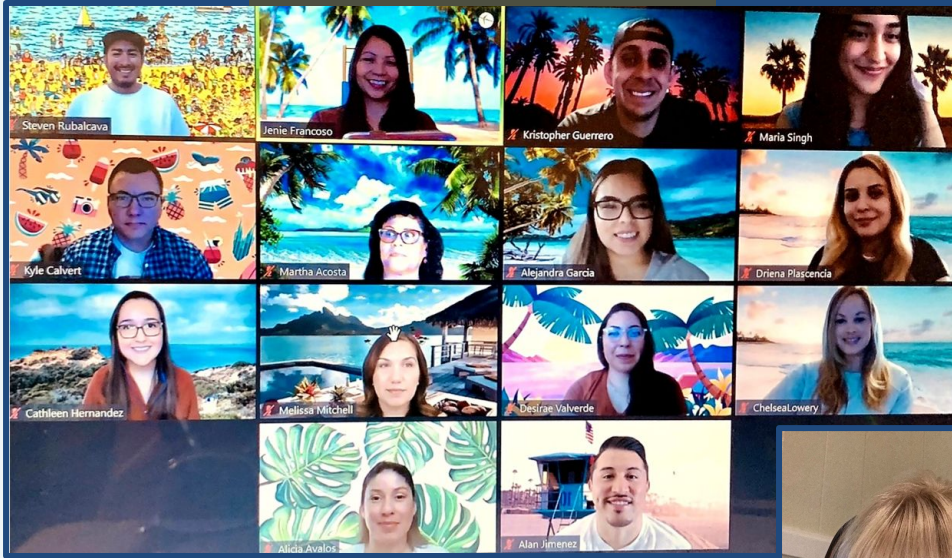
CALPADS Coordinator



Anna Serin

Individual Teams

Compliance Team



Records Team



CalPads Team



Transformational Leadership Program



Transformational
LEADERSHIP

Leadership is practiced not so much in words as in attitudes and in actions.
- Harold Geneen

COME JOIN US ON A TWO-YEAR LEADERSHIP DEVELOPMENT PROGRAM THROUGH BLUE RIDGE ACADEMY

"The mission of the leadership development program is to improve student achievement by adequately preparing leaders to build a collaborative student-centered culture among all stakeholders."

 Development	 Collaboration	 Resources
<ul style="list-style-type: none">• Leadership Styles• Conflict/Resolution Strategies• Strategic Planning	<ul style="list-style-type: none">• Personalized Learning• Community• Team Building• Book Clubs• Coaching/Mentoring	<ul style="list-style-type: none">• Website• Handouts/Tips• Building our Toolkit

Starting September 2021

 **TCLP**
TRANSFORMATIONAL CHANGE LEADERSHIP PROGRAM

DEVELOPED BY THE TRANSFORMATIONAL CHANGE LEADERSHIP DEVELOPMENT TEAM AT BLUE RIDGE ACADEMY – AN INTERNAL LEADERSHIP PROGRAM



Developed internally beginning November 2019

Transformational Leadership Development Program

- Professional Development - Communication/Conflict Resolution
- Book Clubs
- Co-Active Coaching
- Internal TCP Website
- Student Achievement Focus



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Regular Scheduled Board Meeting
June 21, 2021 – 6:00 pm
625 West Covina Blvd., San Dimas, CA 91773

Attendance: Jessie Maron, May Hampton, Nikki Sanchez, Nicole Zolfo

Absent:

Also Present: Samantha Haynes, Tyler Myers, Amanda Panting, Dr. Loretta Burns

1. Call to Order

Jessie Maron called the meeting to order at 6:08 pm.

2. Approval of the Agenda

The Board motioned to approve the agenda, while moving item “d) 5-31-21 Board Meeting Minutes” from the Consent Agenda to the regular agenda.

Motion: Jessie Maron

Second: May Hampton

Ayes: 3 Nays:0

3. Public Comments

None.

4. Executive Director’s Report

The Executive Director provided a report on:

- a) Legislative Updates
- b) CalABLE
- c) Board Evaluation Updates
- d) Department Spotlight

No action taken.

Board Member, Nicole Zolfo entered the meeting at 6:17 pm.

Board Member, Arlene Nelson entered the meeting at 6:25 pm.

5. Consent Agenda – Consideration for Action

The Board motioned to approve the Consent Agenda – Consideration for Action, with the removal of item “d”.

- a) 21-22 Gen Ed Instructional Staff Calendar
- b) Board Meeting Calendar 2021-2022
- c) 5-24-21 Board Meeting Minutes
- d) 5-31-21 Board Meeting Minutes
- e) Invoices over \$100,000



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Motion: Arlene Nelson
Second: May Hampton
Ayes: 5 Nays: 0

6. Discussion and Potential Action on the 5-31-21 Board Meeting Minutes

The Board motioned to approve the 5-31-21 Board Meeting Minutes with the adjustment of the adjournment time to 6:31 pm.

Motion: Jessie Maron
Second: Nikki Sanchez
Ayes: 5 Nays: 0

7. Discussion and Potential Action on the May Financials

The Board motioned to approve the May Financials.

Motion: Arlene Nelson
Second: May Hampton
Ayes: 5 Nays: 0

Board Member, Nikki Sanchez exited the meeting at 6:42 pm and reentered the meeting at 6:43 pm.

8. Discussion and Potential Action on the EPA Budget

The Board motioned to approve the EPA Budget.

Motion: Jessie Maron
Second: Nicole Zolfo
Ayes: 5 Nays: 0

9. Discussion and Potential Action on the 2021-2022 Budget

The Board motioned to approve the 2021-2022 Budget

Motion: Arlene Nelson
Second: Nicole Zolfo
Ayes: 5 Nays: 0

10. Closed Session: Public Employee Appointment (Government Code section 54957)

a) Title: Executive Director/Principal

Jessie Maron motioned to enter closed session at 7:07 pm. Arlene Nelson seconded.

Ayes: 5 Nays: 0

Arlene Nelson motioned to exit closed session at 7:19 pm. Jessie Maron seconded.

Ayes: 5 Nays: 0



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11. Discussion and Potential Action on Executive Director/Principal Employment Agreement

Agreement

The Board motioned to approve the employment agreement for Samantha Haynes to serve as the Executive Director/Principal of Blue Ridge Academy, with an annual salary for the 2021-22 school year of \$193,800, a stipend of \$1,000 for professional development, benefits as detailed in the employment agreement, and potential annual salary increases per the Board-approved salary schedule, which this Board finds just and reasonable.

Motion: Jessie Maron

Second: May Hampton

Ayes: 5 Nays: 0

12. Discussion and Potential Action on the Local Control Accountability Plan

The Board motioned to approve the Local Control Accountability Plan

Motion: Arlene Nelson

Second: May Hampton

Ayes: 5 Nays: 0

13. Discussion and Potential Action on Insurance Proposals

The Board motioned to approve the Insurance Proposal to continue with Charter Safe.

Motion: Arlene Nelson

Second: Nicole Zolfo

Ayes: 5 Nays: 0

14. Discussion and Potential Action on Resuming In-Person Board Meetings

The Board discussed in person versus teleconference meetings and will revisit this item at a later date.

No action taken.

15. Discussion and Potential Action on the Board Resolution – Stipend Expense for Travel, Internet and Phone 2021-4

The Board motioned to approve the Board Resolution – Stipend Expense for Travel, Internet and Phone 2021-4 as written.

Motion: Jessie Maron

Second: Arlene Nelson

Ayes: 5 Nays: 0



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16. Board of Directors' Requests

- Evaluate the enrichment policy according to the mission and vision
- Clarify the ordering and approval process for curriculum
- Update maternity transition items for Samantha
- Formally congratulate Samantha on expecting her third baby!

17. Announcement of Next Regular Scheduled Board Meeting

July 26 at 6:00 pm.

The Board motioned to adjourn the meeting at 8:14 pm.

Motion: Jessie Maron

Second: Arlene Nelson

Ayes: 5 Nays: 0

Prepared by:
Amanda Panting

Noted by:

Board Secretary



Independent Study Policy

Blue Ridge Academy ~~may~~ offers independent study to meet the educational needs of pupils enrolled in the charter school (“Blue Ridge” or “Charter School”). Independent study is an alternative education designed to teach knowledge and skills of the core curriculum. ~~The~~ Charter School shall provide appropriate existing services and resources to enable pupils to complete their independent study successfully.

Charter School will provide appropriate services, supports, technology and resources to enable students to complete their independent study program successfully. These independent study policies have been established by Charter School in alignment with Education Code § 51745 et seq., updated to meet the requirements of Assembly Bill 130 (2021), and adopted pursuant to Education Code (“EC”) § 51747 and 5 C.C.R. § 11701. The following policies are effective as of the start of Charter School’s 2021-22 school year:

~~The purpose of the Blue Ridge Academy Governing Board approving this Independent Study Policy is to accomplish the following:~~

- ~~1. Establish the Time in Which an Assignment Must Be Completed~~
- ~~2. Establish the Procedure for Placement Determination~~
- ~~3. Outline What Must Be Included in a Current Written Agreement~~
- ~~4. Outline How Average Daily Attendance Will Be Calculated~~
- ~~5. Establish Compliance with the Education Code~~
- ~~6. Establish the Implementation of the Independent Study Policy~~

1. Certificated Teacher Supervision: For each student in independent study, Charter School will assign a certificated employee to coordinate, evaluate, and provide general supervision of the student’s independent study instruction.

1.2. Time in Which an Assignment Must Be Completed: For pupils in all grade levels offered by the Charter School, the maximum length of time that may elapse between the time an assignment is made the date by which the pupil must complete the assigned work shall be twenty (20) school days.

2.3. Placement Determination Evaluation of Independent Study: When any student fails to complete two (2) assignments during any period of twenty (20) schooldays or fails to make satisfactory educational progress (defined below in Section 4), the Charter School will conduct an evaluation to determine whether it is in the best interests of the student to remain in independent study, or whether the student should return to or otherwise be placed in a regular in-person school program. A written record of the findings of any evaluation will be maintained in the student’s permanent record. This record will 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 will be forwarded to that school.

4. Satisfactory Educational Progress: For purposes of conducting the evaluation in Section 3, a student is deemed to be making satisfactory educational progress if the student is on track to enter the next grade level at the completion of the current school year and/or progressing toward their goals pursuant to their individualized education program (“IEP”). ~~A Blue Ridge Academy~~The Executive Director/Principal or his/her designee Administrator, in collaboration with the Homeschool teacher, is responsible for making this determination based on all of the following indicators:

- The student’s achievement and engagement in the independent study program, as indicated by the student’s performance on student-level measures of student achievement and student engagement set forth in EC § 52060(d)(4)-(5).
- The completion of assignments, assessments, or other indicators that show the student is working on assignments.
- Learning required concepts, as determined by the supervising teacher.
- Progressing toward successful completion of the course of study or individual course, as determined by the supervising teacher.

5. Content of Independent Study: Charter School will provide content to students aligned to grade level standards that is provided at a level of quality and intellectual challenge substantially equivalent to in-person instruction. For high school students, this includes access to all courses offered by the Charter School for graduation and approved by the University of California or the California State University as creditable under the A–G admissions criteria.

6. Tiered Reengagement Strategies: If a student does not generate attendance for more than three schooldays or 60 percent of the instructional days in a school week, or for students who are in violation of their independent study written agreement, Charter School shall:

- Verify current contact information for each enrolled student;
- Notify parents or guardians of lack of participation within one schoolday of the student’s absence or lack of participation (e.g., via email, message, text, telephone, letter, etc.)
- Reach out to the student directly and/or parents or guardians, as well as health and social services as necessary, to determine student’s needs for reengagement; and
- If the student has failed to complete two (2) assignments during any period of twenty (20) schooldays or is failing to make satisfactory educational progress as defined in Section 4 herein, Charter School will schedule a pupil-parent-educator conference (a meeting involving all individuals who signed the student’s written agreement) to review the student’s written agreement and reconsider the independent study program’s impact on the student’s achievement and well-being.

7. Synchronous Instruction and Live Interaction: Based on each student’s grade level, their assigned teacher of record will schedule and offer opportunities for synchronous instruction and daily live interaction at least as frequently as set forth in subsections a-c below.

“Live interaction” means interaction between the student and Charter School staff, and may include peers, to maintain school connectedness. Examples of live interaction include check-ins, progress monitoring, provision of services, and instruction, and live interaction can be in-person or in the form of internet or telephonic communication.

“Synchronous instruction” means classroom-style instruction, designated small-group instruction, or one-on-one instruction delivered in person or in the form of internet or telephonic communication by the student’s assigned teacher of record, and involving live two-way communication.

- a. For students in grades TK-3, inclusive, their assigned teacher of record will schedule and offer opportunities for daily synchronous instruction.
- b. For students in grades 4-8, inclusive, their assigned teacher of record will schedule and offer opportunities for weekly synchronous instruction and daily live interaction.
- c. For students in grades 9-12, inclusive, their assigned teacher of record will schedule and offer opportunities for weekly synchronous instruction.

Charter School will document each student’s participation in live interaction and synchronous instruction on each schoolday, as applicable, in whole or in part, for which independent study is provided. A student who does not participate in independent study on a schoolday will be documented as nonparticipatory for that schoolday.

8. Request to Attend In-Person Program: A student’s parent or guardian may request their student return to in-person instruction from independent study by making a written request to ~~Executive Director/Principal or his/her designee~~ Administration or their assigned teacher of record. If a family makes such a request, Charter School will offer to help the student transition to enrollment in the in-person program offered by their district of residence within five schooldays.

9. Written Agreement Requirements: A current written independent study agreement for each independent study student will be maintained on file. Written agreements may include subsidiary agreements, such as course contracts and assignment and work records. Each written agreement will contain the following:

- 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.
- The objectives and methods of study for the student’s work, and the methods used to evaluate that work.
- The specific resources, including materials and personnel, which will be made available to the student. These resources will include confirming or providing access to all students to the connectivity and devices adequate to participate in the educational program and complete assigned work.
- A statement of the policies adopted herein regarding the maximum length of time allowed between the assignment, the level of satisfactory educational progress, and the number of missed assignments allowed prior to an evaluation of whether or not the student should be allowed to continue in independent study.

- The duration of the independent study agreement, including beginning and ending dates for the student’s participation in independent study under the agreement. No independent study agreement will be valid for any period longer than one school year.
- A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion.
- A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, individuals with exceptional needs in order to be consistent with the student’s IEP or plan pursuant to Section 504 of the federal Rehabilitation Act of 1973 (29 U.S.C. Sec. 794), students in foster care or experiencing homelessness, and students requiring mental health supports.
- The inclusion of a statement in each independent study agreement 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 EC § 48915 or 48917, the agreement also will include the statement that instruction may be provided to the student through independent study only if the student is offered the alternative of classroom instruction.
- Charter School will comply with the written independent study agreement signature requirements set forth in EC § 51747(g)(9), including:
 - i. For the 2021-22 School Year Only (Must Obtain Signatures Within 30 Days of First Day of Independent Study Instruction): Charter School will obtain a signed written agreement from the student, or the student’s parent or legal guardian if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the student no later than 30 days after the first day of instruction.
 - ii. For School Years After 2021-22 (Must Obtain Signatures Before Independent Study Instruction): Each independent study agreement will be signed, prior to the commencement of independent study, by the student, the student’s parent, legal guardian, or care giver, if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the student. For purposes of this paragraph, “care giver” means a person who has met the requirements of Part 1.5 (commencing with Section 6550) of the Family Code.

10. Option to Request Meeting: Before signing a written agreement, and upon the request of the parent or guardian of a student, the Charter School will conduct a phone, videoconference, or in-person pupil-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.

~~3.—~~

~~4. **Current Written Agreement:** A current written agreement shall be on file for each independent study pupil, including but not limited to, all of the following:~~

~~The manner, time, frequency, and place for submitting a pupil's assignments and for reporting his or her progress.~~

~~The objectives and methods of study for the pupil's work, and the methods utilized, to evaluate that work.~~

~~The specific resources, including materials and personnel, which will be made available to the pupil.~~

~~A statement of the policies adopted herein regarding the maximum length of time allowed between the assignment and the completion of a pupil's assigned work, and the number of missed assignments allowed prior to an evaluation of whether or not the pupil should be allowed to continue in independent study.~~

~~The duration of the independent study agreement, including beginning and ending dates for the pupil's participation in independent study under the agreement. No independent study agreement shall be valid for any period longer one school year.~~

~~A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the pupil upon completion.~~

~~The inclusion of a statement in each independent study agreement that independent study is an optional educational alternative in which no pupil may be required to participate. In the case of a pupil who is referred or assigned to any school, class or program pursuant to Education Code Section 48915 or 48917, the agreement also shall include the statement that instruction may be provided to the pupil through independent study only if the pupil is offered the alternative of classroom instruction.~~

~~5.— Each written agreement shall be signed prior to the commencement of independent study, by the pupil, the pupil's parent, legal guardian, or care giver, if the pupil is under 18 years of age, the certificated employee who has been designated as having responsibility or the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the pupil. For purposes of this paragraph "caregiver" means a person who has met the requirements of Part 1.5 (commencing with Section 6550) of the Family Code. Signatures from all parties must include the legal names; no nicknames, preferred names, abbreviations, etc. will be accepted. If using the e-signature feature, all parties must input their full legal first and last name. Misspellings will not be accepted.~~

~~6.—~~

7.11. Average Daily Attendance: It is the policy of this Board that each student is, at a minimum, expected to accomplish the following in order for the student to be counted as present/attending for Average Daily Attendance (ADA) purposes:

- Students will initial "Monthly Independent Study Log" on the school days where they have completed school work Monday through Fridays that are not school holidays. Parents/guardians will sign the monthly log under the following statement: "By signing this log, I verify that my student completed school work on these days."

8.12. Recordkeeping: Charter School will comply with all applicable recordkeeping requirements for independent study. This includes maintaining written or computer-based evidence of student engagement that includes, but is not limited to, a grade book or summary document that, for each class, lists all assignments, assessments, and associated grades.

9.13. Compliance with the Education Code: The Charter School shall comply with all applicable law regarding the delivery of independent study. (EC § 51745 et seq.; 5 C.C.R. 11700 et seq.) ~~the Education Code Sections 51745 through 51749.3 and the provision of the Charter School's Act and the State Board of Education regulation adopted there under.~~

10. Implementation of Independent Study Policy: ~~The Directors shall establish regulations to implement these policies in accordance with the law.~~

Blue Ridge Academy Master Agreement for Independent Study

Student:	Contract Term: Full Year
Student Number:	Beginning Date:
Address:	End Date:
Location:	Year:
1st Phone Number:	2nd Phone Number:
DOB:	Grade Level:
Program Placement:	School for Classroom Option:

It is understood that:

Objectives: The student will complete the courses listed below. All course objectives will be consistent with ~~the Blue Ridge Academy's ("School") charter and~~ established programs' ~~s governing board~~ and are consistent with program standards as outlined in the program's subject/course descriptions. ~~Assignment and Work Record ("AWR")~~ ~~F~~forms will include additional descriptions of the major objectives and activities of the courses of study covered by this agreement including the evaluation of student work and are incorporated herein. ~~The term "Course Value" (CV)~~ refers to the number of credits (secondary education) or weeks of work (elementary education) the student will attempt.

Schedule	Category	Course Value
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Methods of Study: Specific methods of study will be designated on the ~~Assignment and Work (AWR) Record~~ ~~AWR forms~~ and are incorporated herein. Examples of methods of study for the student will include but are not limited to: Independent Reading, Textbook Activities, Problem Solving, Study Projects, Drill & Practice, Computerized Curriculum, Web/Internet Research, Library Research, Field Trips, Learning Center Courses

Specific Resources: ~~School will provide appropriate services, supports, technology and resources to enable students to complete their independent study program successfully. By signing this agreement, the parent/guardian and/or student confirm: (1) they have access to the necessary devices and connectivity to participate in independent study; or (2) will contact the Homeschool Teacher to discuss accessing necessary devices and connectivity. The school~~ ~~School~~ will provide access to appropriate instructional materials and personnel necessary to enable the student to complete the assigned work (e.g., access to textbooks, worksheets, supplies, educational personnel, and other educational resources). ~~Resources must include those reasonably necessary to the achievement of the objectives and the School must include resources that are normally available to all students on the same terms on which they are available to~~ ~~allegitimately~~ provide resources to students per charter and law. Assignments and specific resources will be designated on the ~~Assignment and Work Record (AWR)~~ ~~AWR~~ ~~F~~forms and are incorporated herein.

Methods of Evaluation: Academic evaluations will be designated on ~~the Assignment and Work Record (AWR) forms~~ and are incorporated herein. Examples of acceptable methods of evaluation include, but are not limited to: Teacher Made Tests, Student Conferences, Progress/Report Cards, Chapter/Unit Tests, Work Samples, Observations, Portfolios, State Standards Testing, Learning Journals, Presentations, Quizzes, Labs, Finals.

Assignment Submission Requirements: Pursuant to School's Independent Study Policy, for pupils in all grade levels offered by the School, the maximum length of time that may elapse between the time an assignment is made the date by which the pupil must complete the assigned work shall be twenty (20) school days. Assignments are submitted to the student's Independent Study ~~Homeschool~~ Independent Study Teacher.

Manner, Time, Frequency, and Place for Student Submitting Assignments to Homeschool Teacher and Homeschool Teacher Reporting/Communicating Student's Academic Progress to Student and

Parent/Guardian ~~Student Requirement to~~ ~~Students are required to report to their teacher as scheduled~~ ~~Report to Homeschool Teacher:~~

- Manner of Reporting: E.g., One-on-One, Email, Online, Phone.
- Time: 8:30AM-5PM, p.m., Day: M-F.
- Frequency: at least once every 20 school days. Location: Virtual or In-Person.
- Frequency: at least once every 20 school days. In addition, School will offer opportunities for live interaction and synchronous instruction to the student per Education Code section 51747(c).

Duration: The duration of ~~these~~ this Master Agreement ~~requirements~~ shall be for: the full school year as described above ~~Full Year.~~

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

Supports for Students: School will provide supports and academic services necessary to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, individuals with exceptional needs in order to be consistent with the student's IEP or plan pursuant to Section 504 of the federal Rehabilitation Act of 1973 (29 U.S.C. Sec. 794), students in foster care or experiencing homelessness, and students requiring mental health supports. These supports include, but are not limited to, access to assistive software/devices, counselors, student support team and related services, social emotional learning programs,, intervention courses, —access to technology, instructional subscriptions, and additional supports as needed. **INSERT ADDITIONAL SUPPORTS FOR EL'S, STUDENTS NOT PERFORMING AT GRADE LEVEL, ETC.**

Evaluation of Independent Study: Pursuant to School's Independent Study Policy, when the Student fails to complete two assignments during any period of twenty (20) schooldays or fails to make satisfactory educational progress (defined below), the School will conduct an evaluation to determine whether it is in the best interests of the student to remain in independent study, or whether the student should return to or otherwise be placed in a regular in-person school program. A student is deemed to be making satisfactory educational progress if the student is on track to enter the next grade level at the completion of the current school year and/or progressing toward their goals pursuant to their IEP.

Board Policies: According to the board policy for grades K through 12, the maximum length of time allowed between when the assignment was made and the date the assignment is due is 20 school days, unless an exception is made in accordance with the Board Policy. After 2 missed assignments, as per Board Policy, an evaluation will be made to determine whether independent study is an appropriate strategy for this student. A written record of the findings of any evaluation conducted pursuant to this policy shall be treated as a mandatory interim pupil record. This record shall be maintained for a period of three years from the date of the evaluation and if the pupil transfers to another California public school, the record shall be forwarded to that school.

Additional Courses: Additional courses may be added to this agreement as needed if the agreement is re-signed and re-dated by the ~~Homeschool~~ Independent Study Teacher and the student.

Student's Agreement/Responsibilities

- I voluntarily request participation in this independent study program and have read and understand the terms of the master agreement.
- I will complete all course work outlined in the master agreement, and as assigned to me in the periodic Student ~~Assignment and Work Record~~ AWR forms by the Homeschool Teacher.

Parent/Legal Guardian's Agreement

I agree to the above conditions listed under Students Agreement/Responsibilities. I also understand that:

- I ~~am responsible for~~ agree to assist with the daily monitoring/verification of all subjects studied, with scheduled monitoring by the Independent Study ~~Homeschool~~ Teacher.
- If I become aware of special or extenuating circumstances that will prohibit my student from turning in the assigned work by the due date, I will contact the Independent Study ~~Homeschool~~ Teacher prior to before the due-date to make alternative arrangements.
- ~~I understand that it is my responsibility to provide any needed transportation for my child's scheduled meetings at a mutually agreed upon location reflected on the face of the master agreement and that lack of transportation is not an acceptable reason for failing to meet with the Independent Study Teacher. I have the right to appeal any decision about my child's placement in accordance with the school's policies and procedures.~~

Independent Study ~~Homeschool~~ Teacher's Agreement

- The Independent Study ~~Homeschool~~ Teacher will assign a body of work to be completed during the duration of this agreement.
- The Independent Study ~~Homeschool~~ Teacher will evaluate work in a timely manner.
- The Independent Study ~~Homeschool~~ Teacher will notify the student and parent/legal guardian of the academic credit granted for work completed.

~~We, the undersigned, understand the voluntarily agree to the terms and conditions of this Independent Study Agreement. Our signatures below indicate that we understand and accept our responsibilities in relation to this agreement.~~

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

Student Signature

Date

Parent/Guardian/Caregiver Signature

Date

Independent Study ~~Homeschool~~ Teacher Signature

Date

Other Signature

Date

Other Signature

Date

Other Signature

Date

Other Signature

Date

**Blue Ridge Academy
Master Agreement for Independent Study**

Student:

Student Number:

Address:

Location:

1st Phone Number:

DOB:

Program Placement:

Contract Term: Full Year

Beginning Date:

End Date:

Year:

2nd Phone Number:

Grade Level:

School for Classroom Option:

~~We, the undersigned, understand and voluntarily agree to the terms and conditions of this Independent Study agreement. Our signatures below indicate that we voluntarily participated in the establishment of these Agreements/Responsibilities and that we understand and accept our responsibilities in relation to this document.~~

Student Signature

Date

Parent/Guardian/Caregiver Signature

Date

Teacher Signature

Date

Other Signature

Date



Kindergarten and Transitional Kindergarten Policy

Blue Ridge Academy is committed to providing educational instruction to all students. The Executive Director or designee shall ensure that the Charter School provides a non-discriminatory and equal enrollment process for students of Transitional Kindergarten and Kindergarten age, in compliance with current state requirements.

The purpose of the Blue Ridge Academy Governing Board approving this Kindergarten and Transitional Kindergarten Policy is to accomplish the following:

1. Establish the Enrollment in Kindergarten
2. Establish the Enrollment for Transitional Kindergarten Eligible Students
3. Establish Enrollment in Transitional Kindergarten
4. Outline Adherence to All Non-Discrimination Laws

1.Enrollment in Kindergarten: Pursuant to EC 48000(a), a child is eligible for kindergarten if the child will have their fifth birthday by September 1.

2.Enrollment in Kindergarten for Transitional Kindergarten Eligible Students: Pursuant to EC 48000(b), A child having attained the age of five years at any time during the school year with the approval of the parent or guardian, may be admitted to kindergarten subject to the following conditions:

- The governing board determines that the admittance is in the best interests of the child. Determination will be based on standard criteria set by school administration and is based on standardized guidelines for academic and developmental readiness for kindergarten. Staff determination of grade level placement will be made based on multiple measures including grade level appropriate formal assessments and student observations.
- The parent or guardian is given information regarding the advantages and disadvantages and any other explanatory information about the effect of this early admittance.

3.Enrollment in Transitional Kindergarten: Pursuant to EC 48000(c)(3)(B)(i), Transitional Kindergarten is the first year of a two-year kindergarten program that uses a modified kindergarten curriculum that is age and developmentally appropriate.

For the 2021-2022 school year, students must be five years old between September 2nd and December 2nd to qualify for transitional kindergarten. ~~each school year subject to the following conditions:-~~

For the 2022-2023 school year, students must be five years old between September 2nd and February 2nd to qualify for transitional kindergarten.

For the 2023-2024 school year, students must be five years old between September 2nd and April 2nd to qualify for transitional kindergarten.

For the 2024-2025 school year, students must be five years old between September 2nd and June 2nd to qualify for transitional kindergarten.

For the 2025-2026 school year and each school year thereafter, students must be four years old by September 1st to qualify for transitional kindergarten.

In any school year, the Charter School may, at any time, admit a child to transitional kindergarten who will be five years old after the date specified for the applicable year specified above but during the same school year, with the approval of the parent or guardian, subject to the following conditions:

- The governing board determines that the admittance is in the best interests of the child. Determination will be based on standard criteria set by school administration and is based on standardized guidelines for academic and developmental readiness for transitional kindergarten. Staff determination of grade level placement will be made based on multiple measures including grade level appropriate formal assessments and student observations.
- The parent or guardian is given information regarding the advantages and disadvantages and any other explanatory information about the effect of this early admittance.
- However, the pupil shall not generate average daily attendance until the student has attained the student's fifth birthday, regardless of when the pupil was admitted during the school year

4. Adherence to All Non-Discrimination Laws: This policy adheres to all non-discrimination laws and is subject to the same enrollment processes as all otherwise qualified students. Enrollment into the charter school will be consistent with all other enrollment guidelines. In the event that a parent or guardian disagrees with the enrollment or grade level placement recommendations of staff, they may appeal the decision in accordance with the school's complaint procedures.

**RESOLUTION OF THE BOARD OF DIRECTORS OF BLUE
RIDGE ACADEMY GRANTING AUTHORITY TO
EXECUTIVE DIRECTOR/PRINCIPAL TO UPDATE
POLICIES TO REMEDY MINOR ERRORS – 2021-5**

WHEREAS, Blue Ridge Academy is a California nonprofit public benefit corporation operating Blue Ridge Academy, a public charter school authorized by Maricopa Unified School District (“District”) providing a personalized, independent study education program that strives to support each student the way in which they best succeed;

WHEREAS, Blue Ridge Academy’s Board of Directors (“Board”) has established and approved certain policies (“Policies”) as required by law and in furtherance of the successful operation of the school;

WHEREAS, Policies may have minor spelling, grammatical, formatting, and similar errors that are non-substantive and can be more efficiently addressed if the Policies are updated by Blue Ridge Academy staff; and

WHEREAS, the Board desires, to the extent allowed by law, granting the Executive Director/Principal and designee authority to update Policies to correct minor errors (e.g., grammatical and spelling errors) because granting such authority promotes operational efficiency for the benefit of the school.

NOW, THEREFORE, the Board hereby finds, resolves, and orders as follows:

Section 1. The foregoing recitals are true and correct.

Section 2. The Board delegates authority to the Executive Director/Principal and designee to make minor typo, spelling, and grammatical corrections and similar revisions to Policies to the extent allowed by law.

Section 3. The Executive Director/Principal or their designees is(are) hereby authorized and directed to take or a cause to be taken all such other actions as may be required to fulfill the purposes of the foregoing resolution.

SECRETARY’S CERTIFICATE

I, _____, Secretary of the Board of Directors of Blue Ridge Academy, a California nonprofit public benefit corporation, County of Kern, California, hereby certify as follows:

The attached is a full, true, and correct copy of the resolution duly adopted at a regular meeting of the Board of Directors of Blue Ridge Academy, which was held on _____, 2021, at which all the members of the Board of Directors had due notice and at which a quorum was present; and at such meeting such resolutions were adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

WITNESS my hand this ____ day of _____, 2021.

Secretary, Blue Ridge Academy

**RESOLUTION OF THE BOARD OF DIRECTORS OF BLUE
RIDGE ACADEMY GRANTING AUTHORITY TO
EXECUTIVE DIRECTOR/PRINCIPAL TO DELEGATE
DUTIES DURING LEAVE OF ABSENCE – 2021-6**

WHEREAS, Blue Ridge Academy is a California nonprofit public benefit corporation operating Blue Ridge Academy, a public charter school authorized by Maricopa Unified School District (“District”) providing a personalized, independent study education program that strives to support each student the way in which they best succeed;

WHEREAS, Blue Ridge Academy’s Executive Director/Principal is responsible for the general administration of all instructional, business or other operations of the school;

WHEREAS, in the event the Executive Director/Principal takes a leave of absence, the Executive Director/Principal will need to delegate duties to other members of the administrative staff to ensure the continued successful operation of the school; and

WHEREAS, the Board desires to grant authority to the Executive Director/Principal to delegate duties to the appropriate administrative during a leave of absence.

NOW, THEREFORE, the Board hereby finds, resolves, and orders as follows:

Section 1. The foregoing recitals are true and correct.

Section 2. The Board grants authority to the Executive Director/Principal to delegate their duties, as the Executive Director/Principal deems necessary, to Blue Ridge Academy administrative staff during a leave of absence by the Executive Director/Principal.

Section 3. The Executive Director/Principal or their designees is(are) hereby authorized and directed to take or a cause to be taken all such other actions as may be required to fulfill the purposes of the foregoing resolution.

SECRETARY'S CERTIFICATE

I, _____, Secretary of the Board of Directors of Blue Ridge Academy, a California nonprofit public benefit corporation, County of Kern, California, hereby certify as follows:

The attached is a full, true, and correct copy of the resolution duly adopted at a regular meeting of the Board of Directors of Blue Ridge Academy, which was held on _____, 2021, at which all the members of the Board of Directors had due notice and at which a quorum was present; and at such meeting such resolutions were adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

WITNESS my hand this ____ day of _____, 2021.

Secretary, Blue Ridge Academy