

Grade Level:

A The major objective for the duration of this agreement is to enable the student to keep current with the following grade-level studies and Statewide assessment for the period covered by this agreement.

B This agreement is to enable the student to successfully reach the objectives and complete assignments identified in the Assignment and Work-Record Form(s) that will be part of this agreement. With the support of the parent, guardian, or caregiver the student will submit assignments on or before their due date.

1 INDEPENDENT STUDY IS AN OPTIONAL ALTERNATIVE PROGRAM THAT IS VOLUNTARY.

2 By entering the Alternative Education Center, the student has not waived any right, and is entitled to all services and resources offered at the traditional school of enrollment.

3 If the student has an Individual Education Plan (IEP), the IEP must specifically provide for enrollment in Independent Study.

4 The student must follow the discipline code and behavior guidelines of the Norwalk-La Mirada Unified School District. Any violation of these guidelines or failure to meet school/district requirements could result in dismissal from the Alternative Education Programs.

5 The student is not allowed on any other campus in this district or any other district without permission from that school's administration.

6 Students are expected to complete assignments daily. Failure to participate in daily assignments and/or failure to complete assignments in their entirety will be considered a violation of the Master Agreement.

7 The student will meet with the teacher according to the manner, frequency date, time and location specified. Failure to complete assignments will result in an evaluation which will determine whether the program is an appropriate placement for the student. Other actions taken for substandard work or missed appointments are listed on the attached re-engagement plan:
- 3 days/6-15 assignments missing/incomplete
- 5 days/10-25 assignments missing/incomplete
- 10 days/20-50 assignments missing/incomplete
- 15 days/30-60 assignments missing/incomplete

8 Students enrolled in Short-Term Independent Study must complete all assigned work prior to their return to school. Incomplete or partial assignments will result in unexcused absences for the student. All work must be completed and assessed by the teacher(s) of record to determine credit for the absences.

9 The student is expected to complete 6-15 assignments weekly. Credit, which is based on mastery of learning, can only be issued after an activity has successfully been completed and evaluated. Course credit is earned only with 100% completion.

10 The student must be able to work independently on current grade level standards.

11 The parent/guardian understands that the individual course objectives are consistent with and evaluated in the same manner that they would be in the traditional school program.

12 The parent/guardian is aware students will be issued their iPad/Chromebook from the student's home school.

13 The parent/guardian is expected to encourage the completion of weekly assignments. Lack of communication with teachers/staff may have a negative impact on student's progress.

14 The parent/guardian understands that the supervising teacher, in consultation with the student, will determine the time and location of the meetings based on state and local program requirements.

15 The parent/guardian is expected to be available and responsive to program instructors and administrators and lack of communication regarding student concerns may result in the student being dropped from the program.

16 Students must be enrolled in the program for a minimum of fifteen (15) school days and students/parents are strongly encouraged to work with program staff to determine an appropriate time to transition back to a comprehensive program

17 Attendance in the Independent Study Program is determined by the amount of academic work students are completing on a daily and weekly basis. Students who do not consistently complete their assigned work will accumulate absences. The table below outlines the steps that will be taken to communicate with students and parents regarding adequate progress if/when absences occur. Students can also receive attendance credit for attending in-person activities at the Alternative Education Center or the Huerta Community Resource Center.

Independent Study Attendance & Reengagement Action Plan

Assignments are due on the date set by teachers, unless a prior exception has been approved by the teacher. Teachers will clarify the quality and quantity of work expected for each assignment. Based on the table below, or two consecutively missed appointments with the supervising teacher without valid reasons, an evaluation will be made to determine whether Independent Study is an appropriate educational strategy for this student. Should it be determined that Independent Study is not an appropriate choice, the student may be returned to the comprehensive setting within the district.

To provide additional support, teachers may schedule 1:1 meetings with students virtually or in-person. In some cases, teachers will meet with parents to develop a plan and require students to meet in person a designated number of days during the week.

In addition to academic assistance, Counseling and Mental Health support is also available to students in-person as well as virtually.

<u>3 Full Day Absences/6-15 Assignments/Lessons</u>	<u>5 Full Day Absences/10-25 Assignments/Lessons</u>
Teacher outreach Teacher attendance comment Phone messenger #1	Teacher outreach Teacher attendance comment Phone messenger #2 Absence Letter #1 Non-Productive referral Attendance phone call to parent
<u>10 Full Day Absences/20-50 Assignments/Lessons</u>	<u>15 Full Day Absences/30-60 Assignments/Lessons</u>
Teacher outreach Teacher attendance comment Absence Letter #2 Attendance phone call to parent Phone messenger #3 Counselor outreach Pre-SART Meeting SST Meeting (Probationary contract) Review Master Agreement w/ Parent/Student	Teacher outreach Teacher attendance comment Absence Letter #3 Attendance phone call to parent Phone messenger #4 Counselor outreach SST Meeting Follow-up Mental Health outreach SART Meeting
<u>20 Full Day Absences/40-70 Assignments/Lessons</u>	<u>>20 Full Day Absences/50-100 Assignments/Lessons</u>
Teacher outreach Teacher attendance comment Attendance Letter #4 Attendance phone call to parent Phone messenger #5 Counselor outreach Mental Health outreach CAPPS Meeting SARB Referral Home Visit request	Teacher outreach Teacher attendance comment Attendance phone call to parent Phone Messenger #6 Counselor outreach Mental Health outreach Local Guidance/CAPPS meeting(s) SARB Referral Home Visit request Termination of Master Agreement/Student referred back to Home School

Parent Name

Parent Signature

Date

Student Name

Student Signature

Date