



GRADES
6-12

Tracy Charter School
Master Agreement for Independent Study
2024-2025 School Year: Grades 6-12
Contract Term: Full Year

Start Date _____
End Date _____
Teacher Assigned _____

Student Name _____ Grade Level _____
Student ID # _____ DOB _____
Address _____ City & Zip Code _____
Parent(s) Name _____ Parent Phone # _____
Parent Email _____ Student Phone # _____

Objectives: The student will complete the courses assigned by the school counselor. All course objectives will be consistent with the established Charter School's board policy and are consistent with Charter School standards as outlined in the Charter School's subject/course descriptions. Courses will be assigned by grade level and/or required for graduation for high school students.

6-8		9-12
English		English
Math		Math (if required)
Science		Science (if required)
History		Social Science (if required)
PE		PE (if required)
Elective		Elective(s)

METHOD OF STUDY/EVALUATION

Specific methods of study will be designated via the web-based platform, Edgenuity or supplemental printed or online materials. Examples of Methods of study for the student will include but are not limited to Computerized Curriculum, Independent Reading, Textbook activities, Problem Solving, Study Projects, Drill & Practice, Physical Education, Web - Internet Research & Library Research.

Methods of Evaluation will be designated on the web-based platform Edgenuity or supplemental printed or online materials. Examples of acceptable methods of evaluation include but are not limited to Quizzes, Tests, Work Samples, Essays, Journals, Projects, Presentations, Labs and State/District assessments. These methods of evaluation align with TUSD adopted assessments that would be reported on report cards/transcripts.

Resources/Supports: The School will provide appropriate instructional materials and personnel to enable all students to complete the assigned work. Academic, behavioral, and social/emotional support will be made available to all students in Tracy Charter School, and especially for those students who are not performing at grade level.

ASSESSMENTS

All students will complete assigned diagnostic, interim, and summative local learning assessments, and state mandated testing requirements, as appropriate, specific to grade level, according to school wide expectation and organizational standard in order to inform educational plans and/or identify necessary areas of need for intervention or program support. Failure to do so may result in an evaluation of appropriate program placement.

MEETINGS

- Students are required to meet in-person weekly with the assigned teacher of record. Days and times for these meetings will be determined during the first week of school by the assigned teacher.
- In addition, students are required to attend any group meetings online in TEAMS and/or in-person. Days and times for these meetings will be determined by the assigned teacher. (6th - 8th grade meetings are DAILY, 9th -12th grade meetings are WEEKLY)
- These meetings are **Mandatory**. If a student has an emergency, the meeting will have to be rescheduled with the assigned teacher if time is available.
- If a student misses 3 weekly meetings in succession, two meetings in a month, or accrues five absences in a semester, an evaluation will be conducted to determine if the student is to remain enrolled at Tracy Charter School.

ATTENDANCE

- Students in grades 6-12 are required to work at least 30 minutes daily in Edgenuity. At least one assignment must be completed during that time. This will complete the attendance requirement but will not keep a student on pace to complete their coursework. Students will need to work for approximately 5 hours or more per day to maintain adequate progress in all courses. The daily 30 minutes must be Monday-Friday (this does not include idle time) for attendance credit.
- Attendance credit can be earned by attending the daily/weekly in-person and/or virtual meetings.
- If a student is not making adequate progress on their courses or has 5 absences in a semester (based on completed coursework), an evaluation will be conducted to determine if the student it to remain enrolled at Tracy Charter School.

TECHNOLOGY

All students are issued a device, case, power cord, and hotspot upon enrollment. **Personal devices are not supported by ISET and may not be compatible with school curriculum.** For tech support the first point of contact will be the teacher, students will need to contact the teacher immediately regarding technical issues.

BOARD POLICIES

Independent Study Instructional Requirements

Students are expected to attend regularly scheduled synchronous instruction per grade level as well as complete assigned work.

“Synchronous Instruction” means classroom-style, designated small group or one-on-one instruction delivered in person or in the form of internet or telephonic communications. This involves live, two-way communication between the teacher and student. Synchronous instruction shall be provided by the teacher of record for that student.

For students in grades 6-12:

- Tracy Charter School utilizes a web-based curriculum called Edgenuity, as well as supplemental materials. Students are required to have a school-issued computer and hotspot. Students are expected to work approximately 25 hours per week to keep up with the work in their classes. It is expected that students will not fall behind in their coursework.
- **If students fail to make adequate progress (Red Status Bar in Edgenuity) for more than two weeks in any of their classes, a meeting with Parent, Teacher, and Student may be set up to discuss strategies to help the student. If the student makes no improvement, the teacher, counselor, and principal will schedule an intervention meeting to determine if the student is to remain enrolled at Tracy Charter School.**

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.

BEHAVIOR EXPECTATIONS

All students are required to comply with expectations in the Student Handbook and California Education Code. Students found to be in violation of California Ed Code 48900 and/or related sections – will violate this master agreement and may be referred back to their school of residence.

Voluntary Statement: *It is understood 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, instruction may be provided to the pupil through independent study only if the pupil is offered the alternative of classroom instruction.*

ACKNOWLEDGEMENT OF RESPONSIBILITIES

Students 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 by my teacher or counselor.
- I understand that I am to attend school every day by completing course work assigned to me, all work submitted must be my own, and violation of the school's academic integrity policy may result in failing assignments, courses, or even school dismissal.

Parent/Legal Guardians Agreement:

- I am responsible for the daily monitoring/verification of all subjects studied, with scheduled monitoring by the assigned teacher. This includes ensuring that a responsible adult is present and available every school day with the student to make sure the student is making adequate progress in all courses.
- I understand that my child is required to attend school every day in accordance with both the CA state compulsory attendance laws and school policy.
- I understand that in order for my student to be credited attendance, not only does he/she need to complete work each school day, but he/she must complete the assignments assigned for that month by the teacher(s).
- If I become aware of special or extenuating circumstances that will prohibit my student from turning in assigned work or attending the scheduled meeting, I will contact the teacher prior to the date to make alternative arrangements.
- I understand that it is my responsibility to provide any needed transportation for my student'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 attend the meeting with the teacher.
- I have the right to appeal any decision about my student's placement in accordance with the school's policies and procedures.

Teachers Agreement:

- The teacher will communicate with the counselor to assign courses to be completed during the duration of this agreement.
- The teacher will evaluate work in a timely manner.
- The teacher will notify the student and parent/legal guardian of the academic credit granted for work completed.

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.

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

Student:

Date:

Parent/Guardian/Caregiver:

Date:

Tracy Charter School Teacher:

Date: