



INDEPENDENT STUDY PROGRAM

20/21 School Year

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Encore's independent study accounts for 15% or less of the overall population on campus. This document covers the processes, procedures, and materials that are used to implement the program. BOARD ADOPTION JANUARY 2021

Denise Griffin
Chief Executive Officer

INDEPENDENT STUDY PROGRAM

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INDEPENDENT STUDY WELCOME PACKET CHECKLIST

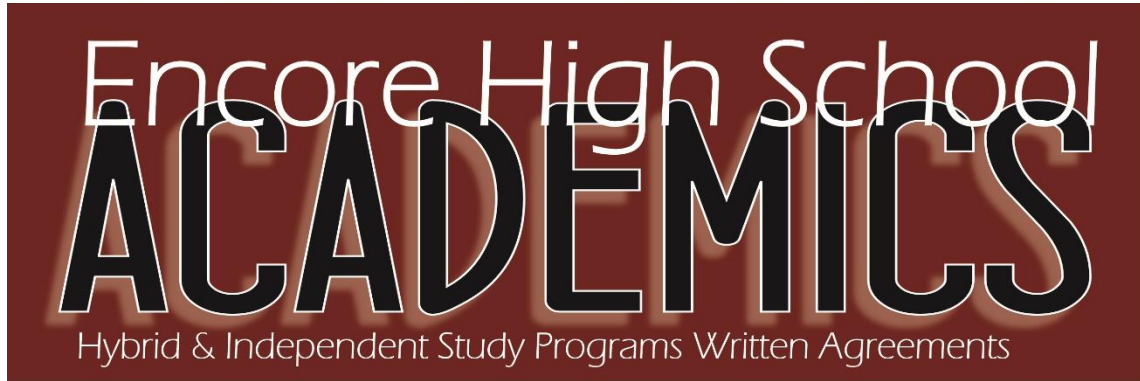
When compiling the IS Welcome Packets, please make sure that all of the information is included.

Encore Education Corporation does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender identity or expression, age, national origin (ancestry), ethnic group identification, mental and physical disability, marital or parental status, sex, sexual orientation, or military status, or genetic information in any of its activities or operations. The perception of one or more of such characteristics: or association with a person or group with one or more of these actual or perceived characteristics. Encore Education Corporation is an equal opportunity employer.

Check Here:	Item Included:	Verified By:
	Encore Folder	
	Encore Independent Study Handbook	
	Encore Rules & Policy Handbook	
	Encore Arts Magazine	
	School Calendar	
	ASB Welcome Letter	
	Independent Study Contract x 2	
	Computer Use Contract	
	SPED Notification	
	Emergency Card	
	Student Enrollment Form	
	Free / Reduced Lunch Form	
	Curriculum for Grade Level	
	Cyber High Getting Started Guide	
	Unit 1 Pacing Plans for all enrolled classes	
	Blank Manila Folder	
	CONTACT INFORMATION CARD	

INDEPENDENT STUDY PROGRAM

INDEPENDENT STUDY CONTRACT



Encore Education Corporation does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender identity or expression, age, national origin (ancestry), ethnic group identification, mental and physical disability, marital or parental status, sex, sexual orientation, or military status, or genetic information in any of its activities or operations. The perception of one or more of such characteristics: or association with a person or group with one or more of these actual or perceived characteristics.

SECTION 1 - STUDENT INFORMATION

Student Name:	Student #:	Grade Level:
Address:	Age:	Birth Date:
City:	Zip Code:	Phone:
Parent / Guardian Email:	Parent Cell #:	Student Cell #:
Duration of agreement not to exceed current school year semester.	Beginning Date:	Ending Date:

For Encore’s independent study program, Encore shall only enroll students that reside within the county of San Bernardino, Riverside, or any contiguous county thereof. Proof of residence will be required upon enrollment in this program. Enrollment in Encore is based on availability and is limited.

Objectives, Methods of Study, Methods of Evaluation, and Resources: We understand that the student is to complete the subjects/courses listed below, and that subject/course objectives reflect the curriculum adopted Encore Education Corporation’s Board of Directors and are consistent with Encore Education Corporations curriculum standards, as outlined in the school’s subject/course descriptions. The specific objectives, methods of study, methods of evaluation, and resources for each assignment covered by this agreement will be described in Section 2, which are part of this agreement, and any subsidiary agreements are also part of this agreement. Students are allowed to enroll in up to TWO SEMESTER CLASSES AT A TIME, one is recommended

SUBJECT / COURSE	COURSE VALUE / CREDIT	COMPLETION DUE DATE

PARENT INITIAL: _____

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Reporting: All classes will be graded by a credentialed teacher. Students are required to check in with their IS Coordinator weekly. Students will generally come to school 1 to 2 days per week for 3 hours.

Teacher Contact Name:	Manner of reporting:	Frequency:
Day:	Time:	Meeting Place:

Is the student taking any on campus courses? If yes, list the on campus, traditional seat-based courses on the following graph.

SEAT BASED SUBJECT / COURSE	SEAT BASED COURSE VALUE / CREDIT	SEAT BASED COMPLETION DUE DATE

In the event that a student is unable to report to their teacher on these meeting dates, they should contact their Independent Study Coordinator using this email address:

Contact: _____

Assignments: We understand that according to the Encore Education Corporation Board policy for grades 7 through 12, Full Time Independent Study students will be enrolled in one semester class at a time and will complete a unit each week. Each semester class should take 5 weeks to complete.

Voluntary Statement: We understand that independent study is an optional educational alternative that students voluntarily select, including students covered under California *Education Code* sections 48915 and 48917. All students who choose independent study must be offered the alternative of classroom instruction, and they must have the continuing option of returning to the classroom.

Quality and Quantity; Rights and Privileges; Resources and Services: The independent study option is to be substantially equivalent in quality and quantity to classroom instruction. Students who choose to engage in independent study are to have equality of rights and privileges with the same access to existing services and resources as students in the regular school program.

PARENT / GUARDIAN REQUIREMENT: In order to insure student success, parents / guardians are responsible for two critical parts of the independent study / hybrid agreement. These two critical parts are necessary to help students have the support that they need to succeed in this program.

1. Parents / Guardians will make sure that the student attends at least the minimum meeting dates required to maintain academic progress.
2. Parents / Guardians will check with student regarding academic progress and will review the completion checklists up to date. They will help hold the student accountable for completing their homework in a timely manner.

Signed: _____ Date: _____
Parent / Guardian / Caregiver

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- This agreement is in effect for the term of one semester.
- Academic progress and the terms of this agreement must be upheld by all parties for the term of one semester.
- A student is expected to complete a minimum of one unit per week per semester course. Students should work to complete a semester class every five weeks.
- Students will complete assignments via online curriculum, reading logs, and other instructional means.
- Students are required to meet weekly with their assigned teacher to complete quizzes, tests, and labs.
- Students wishing additional help, can request to attend a seat based class, tutoring time, or email help for academic support. Students can also log on to classes via Zoom and log in to tutoring time via Zoom.
- Students will be assigned a laptop computer to complete coursework. A computer contract will need to be signed before a computer can be assigned to a student.
- A student must make progress weekly. Failure to make adequate progress can place a student on academic probation or change the placement of academic instruction.
- Students will be graded and attendance (ADA) assessed by a professional teacher based on academic progress and assignment completion records.
- Students must complete courses with a grade letter "C" or better to meet the A-G college / career readiness standards outlined by the College Board.

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

Student Signature:	Date:
Parent/Guardian/Caregiver Signature:	Date:
Supervising Teacher Signature:	Date:
Independent Study Coordinator Signature:	Date:
Administrator Signature:	Date:

**Should you have any questions:
ENCORE EDUCATION CORPORATION, 16955 LEMON STREET, HESPERIA, CA 92345.
760-949-2039.**

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ACADEMIC PROGRESS PLAN

GRADE	SUBJECT / COURSE	CREDIT VALUE	DUE DATE
	As each course is complete, fill out this page to keep track of academic progress.		
	Parent Signature:		
	Student Signature:		

ATTENDANCE OFFICE: Within this IS contract, please affix three work samples from the semester, an attendance print out, semester grade report, and work completion log notes for auditing purposes.

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SPED NOTIFICATION

Encore Education Corporation is dedicated to providing the best education program to their enrolled students. This means that Encore is committed to making sure that the program appropriately suits the need of the student.

For any student that has a current IEP and is currently enrolled in a Special Education program, Encore requires that the student meets with a member of Encore’s Special Education department before enrollment into any independent study program. Students that are on a current IEP from Encore or any other school will require a new IEP that expressly states that an independent study program would be suitable for the student.

Encore Education Corporation does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender identity or expression, age, national origin (ancestry), ethnic group identification, mental and physical disability, marital or parental status, sex, sexual orientation, or military status, or genetic information in any of its activities or operations. The perception of one or more of such characteristics: or association with a person or group with one or more of these actual or perceived characteristics. Encore Education Corporation is an equal opportunity employer.

Students on a current IEP will have to have an IEP meeting set prior to starting any independent study program. If the IEP team deems that an independent study program would not be an appropriate placement for the student, the IEP team will recommend an appropriate academic program placement for the student which may include traditional placement in a seat based program through Encore Education Corporation.

It is imperative that parents / guardians / caregivers notify Encore immediately upon enrollment if their child has an IEP or has special needs in order to provide the appropriate academic programs without any interruption of services.

My student is not on a current IEP: Signed: _____ Date: _____

My student is on a current IEP: Signed: _____ Date: _____

If your student is on a current IEP, please provide a copy of the IEP or bring the IEP to your enrollment meeting so the enrollment coordinator can make a copy. An IEP shall not keep a student from enrollment into Encore High School, but may limit the availability of Independent Study. Encore is collecting this information for the sole purpose of making sure that Encore can continue to provide needed services to your student. By signing this form, Encore will be able to schedule a meeting with your assigned SPED teacher in a timely manner. Encore’s SPED program is a full inclusion model.

INDEPENDENT STUDY PROGRAM

ASB WELCOME LETTER FOR IS STUDENTS

WELCOME.

We are so excited that you are becoming a pirate. From all of us in your Associated Student Body, we would like to welcome you to Encore High School! There is always something exciting happening and as a special member of our Independent Study program, we want to make sure that you get the chance to be a part of our incredible school culture. Even though you may not be on campus every day, you still have the opportunity to become a part of our events. This letter is to help you learn what is going on every week.

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There are a few ways to get involved and find out what is going on. You can reserve your tickets and let us know you are coming to an event whenever you wish. If you want to come for any daytime event, all you have to do is show your ID card and sign in at the main office. There are rallies every Friday during lunch that are always fun to be a part of.

Here is how to know what is going on:

- STUDENT EMAIL – Every student is given an encorestudent.com email account. ASB sends out daily announcements to let everyone know what is going on every day. These announcements also tell you how to get involved.
- REMIND – Each class (Class of 2027 for example) has a REMIND where ASB, class advisors, and counselors send important information. Watch for the notices on how to sign up for Remind.
- ENCOREHIGHSCHOOL.COM – On the official website, there is a link to the Encore Event Calendar. This calendar shows in real time what events are happening and which advisors are in charge.
- ENCORE'S OFFICIAL INSTAGRAM AND FACEBOOK - Keep up to date with Encore's social media. There are daily postings to let you know what is going on and to see photos from the latest event.
- SPECIAL INDEPENDENT STUDY EVENTS – Every month, ASB will invite all IS students to a special event or link them in with a special section within an event so fellow IS students can get to know each other.

Now that you know how to find out what is going on throughout the campus, how do you get involved? Getting involved is easy. You will want to email your ISC whenever there is a special event that you want to be involved in that does not have a simple ticket purchase available. Your ISC will help you get in touch with the appropriate group to make sure that you get to be a part of that event.

WELCOME TO ENCORE HIGH SCHOOL!

WE ARE GLAD YOU ARE A PIRATE!

-THE ASB Government Team, Associated Student Body

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Are you unsure of how to get involved or what to get involved in? Here are some great events that happen during the school year that you won't want to miss.

1. **TEAM RUSH** – Team rush happens twice a year. This happens during lunch and is a time when every team on campus sets up a booth to raise money and promote membership / tryouts / auditions for the team. During this time, you can meet with the team advisors and ask how to get involved.
2. **BIG AUDITION DAY** – Big Audition Days happen twice a year in the fall. These audition days give all eligible students the opportunity to audition for the shows and productions that are happening throughout the school year. You can come out and audition for the next big show.
3. **BACK TO SCHOOL SKATE NIGHT** – This is a fun retro night of entertainment at your local skating rink.
4. **CARNIVAL** – The fall carnival happens toward the end of October, beginning of November each school year and is the biggest on campus event of the school year. If you want to volunteer to help work in a booth, you can start by reaching out to your class advisor and offer to help
5. **COLLEGE TOURS / COLLEGE FAIR** – The counseling department puts together both field trips to colleges around Southern California AND an annual College & Career Fair. These events help you start to think about life after high school.
6. **JUNIOR HIGH DANCES** – When you are in 7th or 8th grade, the junior high dances are so fun to be a part of. There is one for back to school, Halloween, a winter semi-formal, and an end of the year dance.
7. **ENCORE SOCIAL** – For high school, Encore hosts an annual semi-formal “MET Gala Inspired” Dance event that combines both campuses in a night of FREE entertainment and fun. This dance / hangout is held off campus and is the social event of the year. It is also FREE.
8. **FIELD TRIPS** – There is always someone going somewhere. Find out what field trips are open to you by asking your ISC.
9. **HOLI FEST** – Once a year, the World Scholars host an event with both campuses combined to celebrate the coming of spring. This is an Indian inspired “COLOR” festival where people taste the food of India and experience showers of color with chalk.
10. **SUICIDE PREVENTION WALK** – Once a year, ASB hosts an event where the community can participate in a walk to remember, advocate, and share with people that wish to put an end to suicide.
11. **ENCORECON** – Once a year, Encore hosts a multi-school event where the arts are celebrated. This is a recital that is open to the public where all students get a chance to show off their hard work from the school year. There is a day of master classes and career workshops along with sharing and a chance to collect convention ribbons and just HAVE FUN!
12. **HOMECOMING** – High school students can take part in an off campus semi-formal dance each year in the late fall, usually right before Fall break. You can bring a non-Encore student to the event with permission.
13. **PROM** – Juniors and Seniors have the opportunity to go to the Junior/Senior prom, a formal off site dance late in the school year, usually in May. You can bring a non-Encore student to the event with permission.
14. **8th GRADE PROMOTION** – At the end of the school year, students completing all of the requirements to complete junior high with passing grades get to participate in a morning ceremony to commemorate the completion of junior high. This ceremony is followed by a trip to a local amusement park.
15. **HIGH SCHOOL GRADUATION** – At the end of your high school career, Encore creates a special ceremony for all graduating seniors. Every senior is given a specific amount of tickets and this is a special ceremony that will finalize your high school career. There are a lot of senior events that lead up to graduation including a beach day, Halloween at an amusement park, Grad Night, and mystery night.

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CONTACT INFORMATION CARD

WELCOME TO ENCORE INDEPENDENT STUDY PROGRAM!

Your assigned Independent Study Coordinator (ISC) is:

You can reach your ISC by emailing:

If you have any questions, you can call and leave a message:

- You will meet with your ISC at least once per week according to your Independent Study Contract. You must complete at least one unit per month per course assigned unless otherwise paced. Your ISC will schedule your time with your credentialed teachers and keep you on track and on time. Check in with them for additional tutoring with teachers and/or student tutors.
- Your parent / guardian / caregiver will be checking your academic progress each week to make sure you are on track.
- You must log in to complete schoolwork every school day to stay on pace.
- You can succeed. Commit to success.

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TECHNOLOGY USE & POLICY AGREEMENT

Encore Jr. / Sr. High School Student Technology Acceptable Use Policy Agreement

Student ID# _____ (If unknown, please check with the office.)

Student Name _____ (Please Print)

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Technology Usage Agreement – Student

I understand that my use of the school’s technology is not private and that the school may monitor my use of school technology including, but not limited to, accessing browser logs, Email logs, and any other history of use. I consent to school interception of, or access to, all communication I send and received or store using the school’s Technology Resources, pursuant to state and Federal law, even if the school’s Technology Resources are accessed remotely.

I understand the conditions of the Student Technology Acceptable Use Policy apply to both Encore provide devices and personally provided devices.

The proper use of the Encore High School network, the Internet and educational value to be gained from proper use of these is the joint responsibility of students, parents and employees of the school. Each student must have a signed AUP on file with the school in order to use any type of school technology device (laptops, tablets, desktop computers, etc.)

Use of the school system is at the user’s own risk. The system is provided on an “as is, as available” basis. The school will not be responsible for any damage users may suffer, including but not limited to, loss, damage or unavailability, of data stored on the school media, delays or changes in, or interruptions of, service, information or materials. The school is not responsible for the accuracy or quality of any advice or information obtained through or stored on the school system. The school will not be responsible for financial obligations rising through unauthorized use of the school system or the Internet.

I have read, or had read to me, and a copy provided to me of the Encore Junior / Senior High School student technology acceptable use policy, and I agree to abide by their provisions. I understand that violation of these provisions may result in disciplinary action taken against me, including but not limited to, suspension or revocation of my access to school technology and suspension or expulsion from school.

My signature below indicates my acceptance of these policies.

Student Signature _____ Date _____

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Technology Usage Agreement – Parent / Guardian

As the parent or legal guardian of the student named above, I have read the Encore Jr/Sr High School Student Technology Acceptable Use Policy. I understand that violation of these provisions may result in disciplinary action taken against my child, ward or child within my care, including but not limited to suspension or revocation of my child's or ward's access to school technology, and suspension or expulsion from school.

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I understand that my child's or ward's technology usage is not private and that the school may monitor my child's or ward's use of school technology, including, but not limited to, accessing browser logs, email logs, and any other history of use. I consent to school interception of, or access to, all communications sent, received, or stored by my child or ward using the school's technology resources, pursuant to state and federal law, even if the school's technology resources are accessed remotely.

I recognize it is impossible to restrict access to all controversial materials, and I will not hold the school, its employees, or its agents responsible for materials acquired on the Internet. I accept responsibility for guidance of Internet use - setting and conveying standards for my child to follow when selecting, sharing, or exploring information and media.

I agree to be responsible for any unauthorized costs arising from my child's, ward's, or child within my care's use of the school's technology resources. I agree to be responsible for any damages incurred by my child, ward, or child within my care.

I understand that any device owned by the Encore Jr/Sr High School is to be used for the sole purpose of education and only to be used by the above signed student. This student is the only authorized user of his or her assigned device.

I understand the conditions of the Student Technology Acceptable Use Policy apply to both Encore provided devices and personally provided devices.

My signature below indicates my acceptance of these policies.

Parent / Guardian Name _____ (Please Print)

Parent / Guardian Signature _____ Date _____

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Encore Jr. / Sr. High School Student Technology Acceptable Use Policy Agreement

Regarding Personal Devices

(optional)

Parent / Guardian Provided Personal Computing Devices.

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Parents may opt to provide personal computing devices to their child, ward, or child within their care in lieu of using an Encore issued device under the following conditions and restrictions:

- I agree to all parts of the Student Technology Acceptable Use Policy.
- I agree to provide my child or ward their own source of Internet access. Phone, hotspot or access point. Personal devices will NOT be allowed access to Encore WIFI.
- I recognize it is impossible to restrict access to all controversial materials, even more so without control of the Internet access provided and I will not hold the Encore High School, its employees, or its agents responsible for materials acquired on the Internet. I accept responsibility for guidance of Internet use - setting and conveying standards for my child to follow when selecting, sharing, or exploring information and media.
- I agree to be responsible for any unauthorized costs arising from my child's, ward's, or child within my care's use of these resources. I agree to be responsible for any damages incurred by my child, ward, or child within my care.
- I understand I may be held responsible, financially and criminally for any access or damages my child, ward or child within my care may cause by sharing Internet or media access.
- I agree to release to any Encore administrator said device(s) for monitoring or inspection.
- Personal devices are still subject to use at Teacher/Staff direction.
- Personal devices will NOT be allowed on any Encore network.
- Personal devices will be brought to school every day, fully charged and with the power cord.
- Personal devices and Internet access will NOT be shared with other students.
- Storage media accessible by personal access points will NOT be shared.
- Only Encore issued email, CyberHigh and other accounts will be used while on school premises. NO personal accounts will be allowed.
- Expectation of privacy on personal devices are the same as Encore issued devices. That is, expect none. Personal devices are subject to the same monitoring and inspection as Encore issued devices. It is recommended that devices to be used for school, be used by only one person as to avoid confusion as to who did what. A student using a personal device may be held accountable for actions by siblings and/or parents.

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My signature below indicates my acceptance of these policies in addition to the standard, Student Technology Acceptable Use Policy.

Student Signature _____ Date _____

Parent / Guardian Signature _____ Date _____

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Encore Jr. / Sr. High School Student Technology Acceptable Use Policy

Recognizing the value of computer and tablet technology to enhance student development, the Encore Jr/Sr High School is excited about integrating technology further into the classroom setting. The high school has implemented a 1:1 computing environment using a device in each student's possession. Encore provided devices are not intended to be loaned to others, nor will be used in any way that would violate this "Students Acceptable Use Policy." This agreement relates to students' use of computer equipment supplied by Encore Jr/Sr High School, and personally provided devices, at school and at home.

Any devices, technology or property provided by Encore High School is and remains the device, technology or property of Encore High School. Said property shall be surrendered upon demand in the same condition as issued less any normal wear.

In conjunction with new technology, the school will be creating accounts in systems such as Google Apps for Education, CyberHigh, or other online classroom aides for the purposes of furthering educational opportunities. Students will be assigned a unique username and password for these systems. These systems will be managed by the school's filters to ensure the privacy and safety of students. At any time, school staff may choose to inspect any student device for compliance with school policies.

It is the policy of the school to maintain a technological environment that promotes ethical and responsible behavior in all online network activities. Use of technology resources in a disruptive, inappropriate, or illegal manner undermines the school objectives and will not be tolerated. Students who accidentally access unacceptable material shall immediately notify appropriate school personnel (teacher, counselor, or any administrator). This disclosure may serve as a defense against allegations that the user has intentionally violated this policy.

This policy applies to all devices used on school premises. Whether laptop, Chromebook, tablet or phone, both Encore issued devices and personal devices carry the same responsibilities, conditions and restrictions. While personally provided devices carry additional responsibilities, conditions and restrictions.

To use personally provided devices the Student Technology Acceptable Use Policy Agreement (Personal Devices) must be completed in addition to Student and Parent/Guardian agreements.

Unacceptable use of technology includes, but is not limited to:

- Allowing another person to use your user ID/password to gain access to any school system, including your own.
- Sending, displaying, or storing inappropriate content on any school device, in any location (or other device on school premises), such as: offensive messages or pictures, sexting, possession of sexually explicit, vulgar, or violent material.
- Threatening, harassing, insulting, or attacking others. (cyberbullying)

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- Violating copyright laws. (includes, but is not limited to movies, music, photos, books)
- Releasing personal information or false information about another person or yourself including, but not limited to: name, address, phone number, email address, social security number, account number, passwords, and other items used for identification
- Damaging computers, computer systems, or computer networks.
- Trespassing in another user's folders, work, files, or decrypting or attempting to decrypt system or user passwords.
- Employing the network for commercial purposes, privately purchasing, selling, advertising, or exchanging any goods or services in commerce. Or political purposes for advocating personal, political, philosophical, or religious points of view.
- Crashing, attempting to crash network systems (school or other), or willful introduction of computer "viruses/malware" or other disruptive/destructive programs into the school network or into external networks
- Using the network for any purpose or activity that is prohibited by federal, state, local laws, rules or regulations
- Attempting to join or joining unauthorized non-school owned / managed equipment to the school network
- Intentionally peeling off the serial number barcode or any other school placed barcode.
- Intentionally obscuring or making unreadable any manufacturer placed identifiers.

Any faculty or staff member may moderate restrictions on student use, such as the amount of time online, sites visited or time frames of permitted use.

Students will be expected to treat school issued devices with respect and care. Students will keep issued devices inside their cases, in the instances in which cases are provided by the school. Students will be expected to ensure the serial number and barcode labels are securely attached to any school issued device. If a student willfully damages or loses a school owned device, restitution will be paid. If restitution is not paid, the student will have technology privileges removed. This will also be tied to receiving a diploma, grade card, and/or class schedules. Encore High School does not offer insurance on Encore issued devices. However, insurance is available through Worth Ave. Group. On the web at:

<https://my.worthavegroup.com/encorehighschoolca>

This link pre-populates the form with our Chromebook information so parents don't have to find the correct Chromebook and valuation. Select the deductible desired and term of coverage. Annual policy runs about \$30 per year.

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In addition to understood concepts of expected conduct described in this document, I agree to the following behavioral norms in technology use:

- I agree to take part in mandatory Internet Safety Training.
- I agree to care for and protect all school technology devices in my possession.
- I agree to share any school related logins and passwords with my parent(s) or legal guardian and understand that these accounts are not private from administrators or parent supervision and monitoring.
- I agree to share my school related passwords only with my parent(s) / legal guardian and requesting school administrators and not with others, understanding that activity done on such accounts will be tied to my identity.
- I agree to secure any school technology device assigned to me when not in use or when not in my possession.
- I agree to immediately report any damages or vandalism to the device, protective case, or bag to the Technology Help Desk, whether caused by myself or another party
- I agree to report any loss of the device, bag, or other parts to both the Technology Help Desk and Law Enforcement.
- The device must be handled and stored in a way appropriate for electronic equipment, and the maintenance and care guidelines provided with the laptop must be followed.
- I will not access or store any information, files or software that do not meet high ethical standards as stated in the Student Acceptable Use Policy.
- I will respect the copyright of software, music, images, text, movies, etc., by not making unauthorized copies of copyrighted material or loading unauthorized copies of copyrighted material onto my device.
- I will bring my device to school every day charged along with its power cord.
- I am responsible for the software and content on my device and understand that it is my responsibility to make backups.
- I understand storage capacity on Chromebooks is limited and I will use the Google Drive associated with my Encore issued account or an external USB drive whenever possible.
- I will use the device on a flat, stable surface.
- I will not mark the laptop in any way with markers, stickers, etc.
- I will not eat or drink near the laptop.
- I will not rest pencils/pens, headphones, or other items on the keyboard. Accidentally closing the device with items on the keyboard could potentially damage the screen.

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Students who are found to have violated this policy will be subject to the following consequences, depending on factors such as: Age of student(s), degree of harm, severity of behavior, number of incidences, etc.

These consequences are: Restricted or loss of privileges, after school detention, conference with teacher/counselor/principal, parents contacted, out-of-school suspension, and possible contact with law enforcement. Page | 18

The school will enact measures to filter and/or block offensive material harmful to children. No filtering system is 100% effective. Therefore, supervision and user responsibility will continue to be vital concerning student online safety.

No Right or Expectation of Privacy in Using Equipment in School.

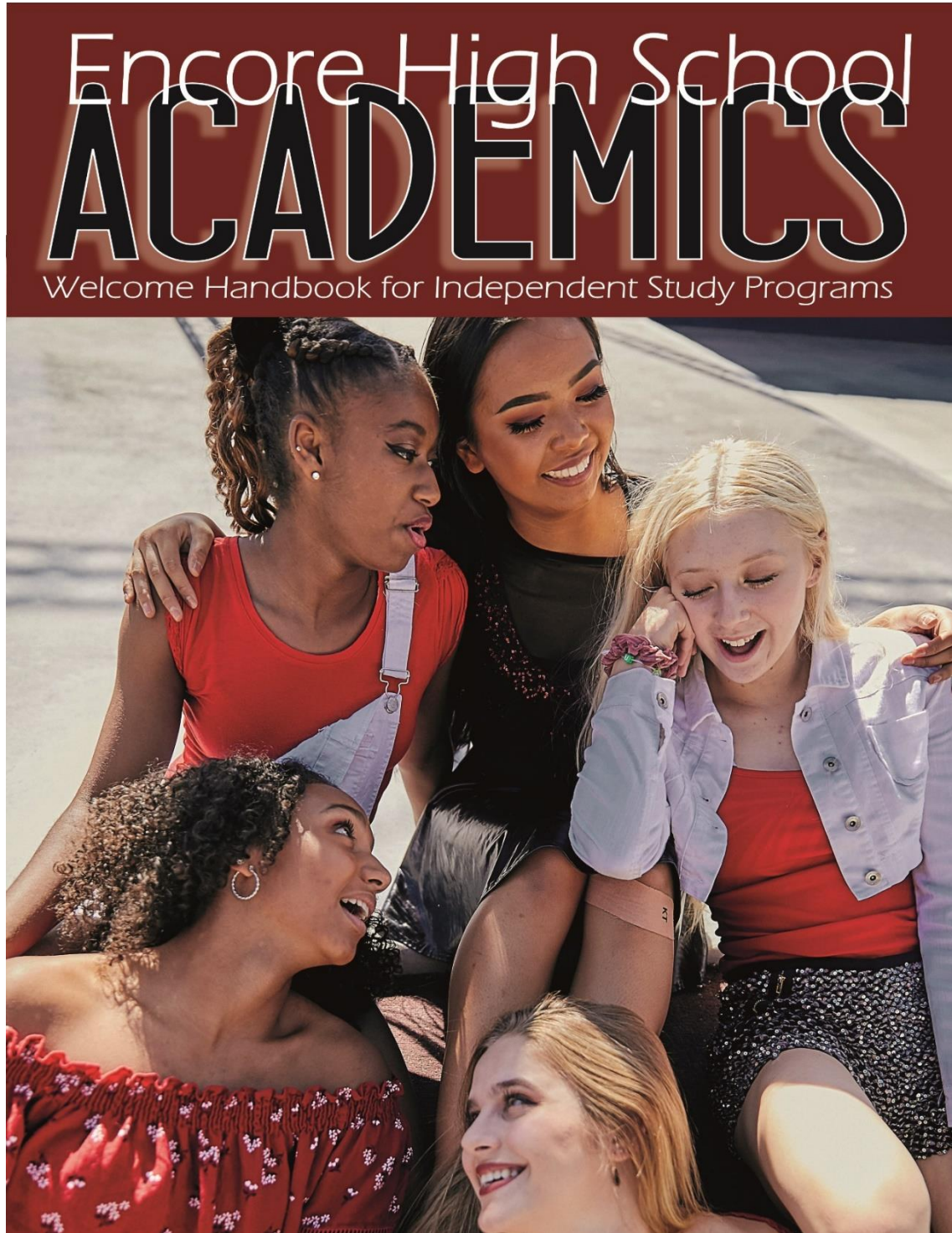
Use of school provided technology is a privilege, and as such, there should be no expectation of privacy on the part of the student pertaining to the contents of personal files. The school will maintain control over materials on the system or contained in files on the system.

School equipment includes, but is not limited to, Chromebooks, laptops, iPads, workstations, mobile labs, and related peripheral equipment. Users have no right to, nor should they have any expectation of privacy while using any school owned device. To the extent that users wish that their private activities remain private, they should avoid using school equipment for personal reasons.

By using school equipment, users imply their consent to disclosing the contents of any files, documents, or information maintained or passed through school equipment. By using school equipment, consent to monitoring and recording is implied, with or without cause, including, but not limited to, access to the Internet and using e-mail.

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ADVERTISING PROMOTION



INDEPENDENT STUDY PROGRAM



Encore Education Corporation does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender identity or expression, age, national origin (ancestry), ethnic group identification, mental and physical disability, marital or parental status, sex, sexual orientation, or military status, or genetic information in any of its activities or operations. The perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. Encore Education Corporation is an equal opportunity employer.

INDEPENDENT STUDY PROGRAM



WELCOME TO ENCORE HIGH SCHOOL
Where academics and arts grow together.

Encore was established with the first school opening 08/08/08. Encore serves just under 900 students with just under 80 staff members. If you have questions, please call our office 760-949-2036.

During the first twelve years of operation, Encore has been able to create frameworks for growth and commitment from students, parents, staff, and the community. The support from the community has been overwhelming as the Encore students have created their home as an important Regional Schools.

The Encore campus is a commuter campus for students ranging from multiple school districts (over 72 in the 2018/2019 school year) where students can pursue a rigorous academic program combined with intense arts training in their field of choice. The campus life has grown an unmatched independence amongst Encore students on the unique campus.

Looking to the future of Encore, continuing to provide innovative education through one to one technology, career technical education based programs in the arts, and unique ideas to celebrate accomplishments of students will help Encore continue to be both innovative and nurturing to students, staff, and families within the High Desert communities and the commuter family that has been created within the Encore organization.

For Encore's Independent study programs, Encore offers a unique combination between the social events of traditional high school, the advanced and rigorous arts programs unique to Encore, and the flexibility in scheduling that some students need to be able to merge real life with a great academic experience.

Voted Best in 2019!

- Voted BEST MUSIC SCHOOL in the Inland Empire by Inland Empire Magazine!
- Voted BEST LIVE ENTERTAINMENT in the High Desert by Daily Press Readers!

Also voted as a finalist for:

- Best Charter School
- Best High School
- Best Middle School

INDEPENDENT STUDY PROGRAM

ENCORE'S VISION

Encore is a school where students are trained to realize their diverse potential both academically and artistically. World class education in a variety of arts conservatories are mixed with top rate academics in this tuition free, public school. From pre-med to performance, Encore supports students success.

Where academics and arts grow together.

MISSION OF ENCORE

The mission of Encore High School for the Arts is to provide a creative, challenging, and nurturing environment that offers students an innovative preparation for a university education and pursuit of the arts.

As we step into our second decade of school operation, the executive team wanted to figure out how to describe the magic that makes Encore High School so unique and special to people that don't know anything about it. The challenge was to describe Encore in three sentences or less. After polling staff and students, this is just an example of how special and unique Encore High School is to everyone involved.

- "A place where a student is given many opportunities to explore their dreams. They are also given great tools in both the arts and academics to help them succeed after high school."
- "A community where students are encouraged to be themselves and spend time figuring out who they are."
- "A diverse experience that helps young adults realize opportunities available to them academically and artistically."
- "A place where a passionate artist can perfect their original art form while mastering another."
- "An educational institution that prepared me to succeed in university by combining my love of dance with my intellect. I earned a full ride scholarship and am now a college graduate because of the foundation I earned at Encore High School."
- "A place where the fact that I want to be an opera singing doctor can be celebrated!"



Encore's arts programs are broken down into four houses, each signified with their own pirate flag. Featured from left to right, each flag represents a groups of conservatories.

1. House of Performing Arts
2. House of Career Arts
3. House of Music Arts
4. House of Visual & Technical Arts

Independent Study students at Encore can choose to participate in a variety of arts activities.

INDEPENDENT STUDY PROGRAM

Encore High School

INSTRUCTION

Welcome Handbook for Independent Study Programs



Encore High School is accredited by the Western Association of Schools and Colleges (WASC). Students enrolled at Encore are placed on a college preparatory graduation path with several A-G approved courses to set students on the path for college acceptance after graduation.

The exact definition of A-G is:

“Courses from California high schools and online schools used to satisfy the “a-g” subject requirements must be approved by UC and appear on the institution’s “a-g” course list. These courses are to be academically challenging, involving substantial reading, writing, problems and laboratory work (as appropriate), and show serious attention to analytical thinking, factual content and developing students’ oral and listening skills.”

Check the college and university admission requirements for the colleges that are under consideration for your specific admission.

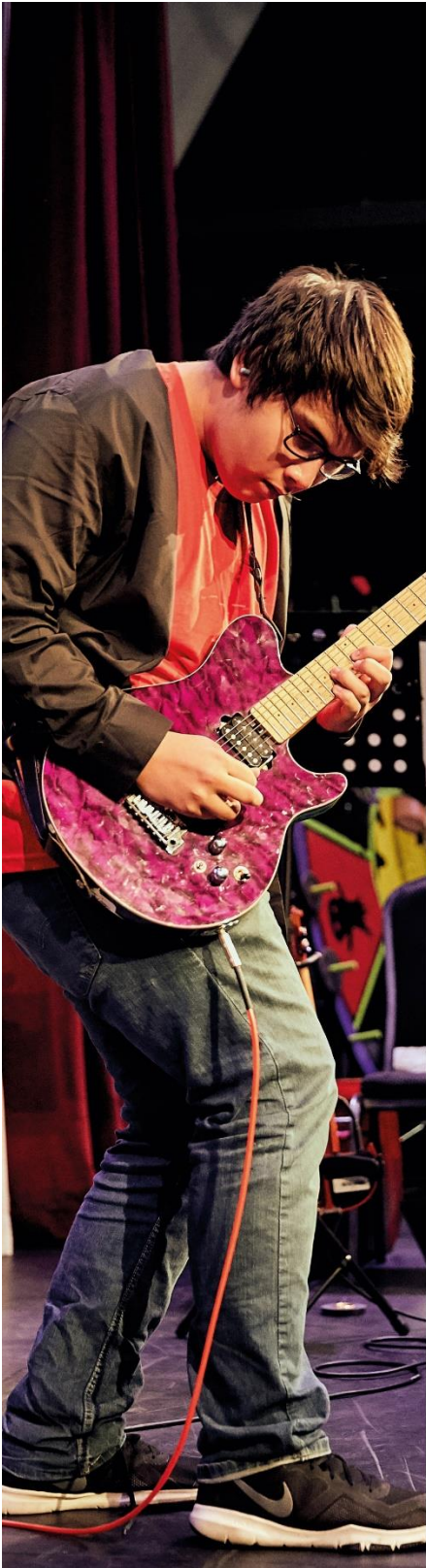
Encore offers multiple methods of instruction so students can tailor their academic career to fit their needs.

- Traditional seat based program - Students attend classes full time, five days per week.
- Independent study program - Students are enrolled in one to three A-G courses at a time that are done at home using one to one technology. Students attend school once per week for three hours.

Upon enrollment into one of Encore’s Independent study programs, students will meet with their counselor that will help create and Individual Academic Plan to map out timelines for appropriate academic progress. Each student will be assigned an Independent Study Coordinator that will work with the student’s credentialed academic teachers to arrange meetings, testing, and grading of all independent study work.

Students earn course credits and attendance by completing assigned coursework according to the plan created for them. Students log on to their assigned laptop to complete coursework during all calendar school days. They are assigned days to come on campus to complete Quizzes and tests within their academic classes.

INDEPENDENT STUDY PROGRAM



COMMUNICATION

Students have a variety of different people available to them for support within their individual program. Their primary contact for success in their program is their Independent Study Coordinator (ISC). They will meet with them on a weekly basis to help them stay on top of their academic progress.

Within each academic course, students work with their credentialed teacher to make sure that they can succeed. ISCs can arrange tutoring sessions with students in person or via email for support needed. ISCs can also arrange for students to come to traditional seat based classes for specific instruction and tutoring to make sure that students can take part in engaging classroom instruction. Finally, ISCs schedule labs and tests with the credentialed teacher that is teaching the course.

To make sure that academic progress is made at an appropriate pace, Encore encourages parents and guardians to play an influential role in the engagement of the student. Parents / guardians are required to help their students stay on track:

- Check the assignment logs for each week
- Discuss progress on assignment logs each week
- Make sure that students attend assigned school days / meetings

Having the ISC, teachers, counselor, and parent / guardians work together will help create an engaging environment that stimulates learning and success for the student.

Communication is key. Students, parents, teachers, and ISCs work together using email as a primary means of communication. Monthly parent / teacher conferences are available on the last Thursday of the month and progress emails will be sent to parents and students monthly to give attendance and academic progress reports. Parent / Guardians also meet with counselors and ISCs for agreement signings twice per year.

Academic Progress and Attendance

A student's academic progress and attendance (ADA) is determined by each teacher that teaches, reviews, and grades coursework. In order for appropriate academic progress to be made toward graduation, Encore students must complete at least 10 semester courses during each school year. To meet this timeline, students will need to complete 5 assigned units per month. This is the equivalent of one semester course per month of completion. Students can work ahead and at a faster pace if they desire. Students can also set up to work during summer months to continue to complete coursework during the summer. Summer work can be used as either a "work ahead" or "make up" depending on student achievement.

BENCHMARKS AND TESTING

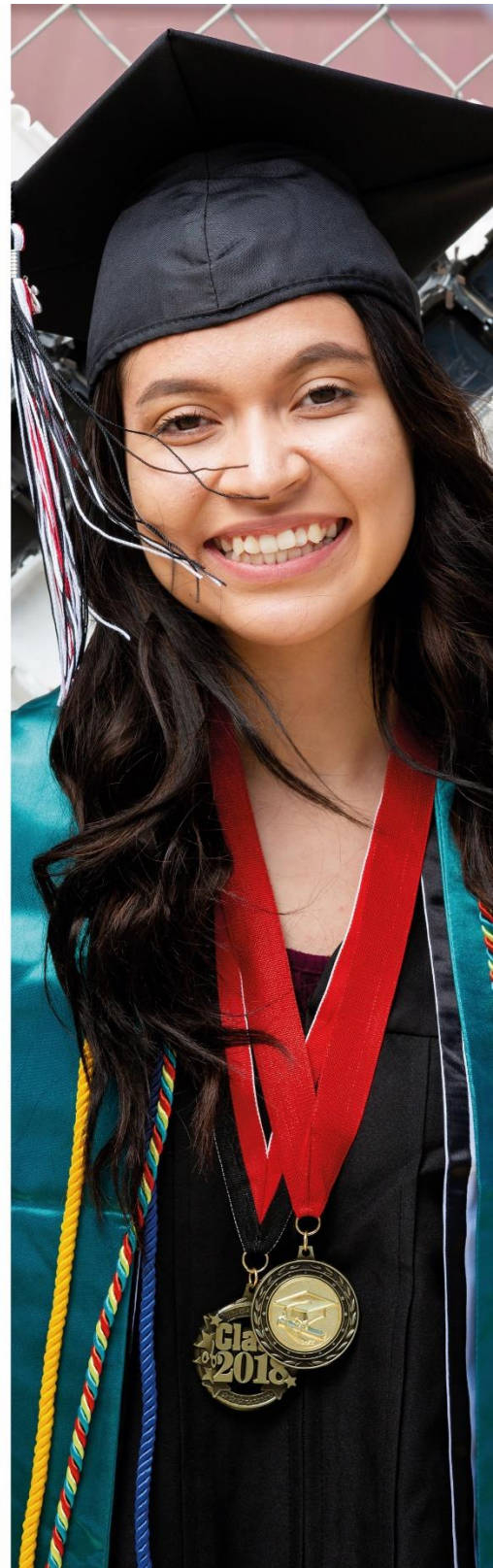
All Independent Study students are required to take the state tests (CAASPP, ELPAC) and Encore's Benchmark exams (NWEA) given three times per year. These tests are critical to show student growth.

INDEPENDENT STUDY PROGRAM

GRADUATION REQUIREMENTS

Category	Subject	Semester Credits Needed
A	History / Social Sciences	20 Semester Credits
B	English	40 Semester Credits
C	Mathematics	30 Semester Credits
D	Science	20 Semester Credits
E	Language Other Than English	20 Semester Credits
F	Visual & Performing Arts	10 Semester Credits
G	College Preparatory Electives	10 Semester Credits
CA Requirement	Government / Economics	10 Semester Credits
CA Requirement	Physical Education	20 Semester Credits
Total Credits Needed		180 Semester Credits

Completion of these requirements with a grade of "C" or better will make a student A-G qualified upon graduation. Students completing a CTE pathway or completing college courses before graduation will also be college & career certified upon graduation. Students graduating college & career certified get the honor of wearing an additional stole during the graduation ceremonies.



INDEPENDENT STUDY PROGRAM

Encore High School COURSES

Welcome Handbook for Independent Study Programs

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INDEPENDENT STUDY PROGRAM

7TH GRADE

7th Grade ELA Curriculum –

- ***English Language Arts 7A & B*** - This course is designed to help 7th grade students develop their reading, writing, speaking, and listening skills. In this course, students will read and analyze various forms of written text, while they continue to develop their grammar and writing skills.

7th Grade Mathematics Curriculum –

- ***Pre Algebra A & B*** - This course serves as a precursor to Algebra A. Calculator activities are provided to stimulate student interest and to facilitate the introduction of math concepts including whole numbers, properties and rules of operations, number theory, rational numbers, ratio, proportion, percentage, measurement, statistics and probability, real numbers, and graphing. Students will also study basic algebra principles such as algebraic expressions, polynomials, equations, and factoring.

7th Grade Science Curriculum -

- ***Integrated Science 7 A & B*** - Bring Science Alive! from TCI learning resources is the online platform that is used for this course. Students will have an account set up through TCI and will be guided through this course with Encore Education Corporation's Credentialed Teachers.
- This course is 100% NGSS (Next Generation Science Standards) and has been adopted new for the 2020-2021 school year for junior high

7th Grade World History Curriculum -

- ***World History 7 A & B*** - History Alive! The United States Through Industrialism immerses students in a powerful journey through the history of the United States from its earliest foundations to the age of industrialism.

JUNIOR HIGH CURRICULUM

In seventh grade students will start taking courses in preparation for high school and college in the areas of history, science, math, and English. These courses align with Common Core. Students can also take a variety of online arts classes to gain their elective credits for junior high.



INDEPENDENT STUDY PROGRAM

8TH GRADE

8th Grade Courses

8th Grade RLA Curriculum –

- **Reading Language Arts 8 A & B** - This course is designed to help 8th grade students develop their reading, writing, speaking, and listening skills. In this course, students will read and analyze various forms of written text, while they continue to develop their grammar and writing skills. In this course emphasis will be placed on informative, argumentative, and narrative writing, but we will also address other forms of writing such as descriptive and persuasive writing.

8th Grade Math Curriculum -

- **Algebra A & B** - In conjunction with Algebra B, this course shows how algebraic skills are applied in a wide variety of problem-solving situations and, in seeing the larger picture and in understanding the underlying concepts, students will be in a better position to apply their knowledge to new situations and problems. Students review Pre-Algebra skills (including variables, expressions, order of operations, and equations) and the fundamentals of the language of mathematics. As students progress through the course, they will study concepts like sequences and their graphs, independent and dependent relationships, how to simplify and solve equations and functions, monomials and polynomials, factorization, exponential graphs and functions, transformations, slope, how to solve systems, square roots, quadratic equations, inequalities, absolute value, statistics, etc.



INDEPENDENT STUDY PROGRAM

8th Grade Science Curriculum

- **High School Course – Health Education (A-G Approved 5 credits elective)** - This course covers wellness; nutrition and healthy eating; individual physical and emotional growth and development; gender identity; family and relationship dynamics; domestic abuse; infectious and non-infectious diseases; drug, alcohol, and tobacco use and abuse; consumer and community health; safety and first aid; and environmental health. Note: Parental consent to take this course might be required by the school site.
- **Integrated Science A & B** - Bring Science Alive! from TCI learning resources is the online platform that is used for this course. Students will have an account set up through TCI and will be guided through this course with Encore Education Corporation's Credentialed Teachers.
- This course is 100% NGSS (Next Generation Science Standards) and has been adopted new for the 2020-2021 school year for junior high.

8th Grade History Curriculum

- **US History 8 A & B** - History Alive! The United States Through Industrialism - History Alive! The United States Through Industrialism immerses students in a powerful journey through the history of the United States from its earliest foundations to the age of industrialism.

HIGH SCHOOL CURRICULUM



Traditional 9th Grade Course Load:

- A - Social Science - No Course
- B - English - English 1A & English 1B (10 credits total)
- C - Mathematics - Math 1A & Math 1B (10 credits total)
- D - Science - Environmental Science A & B (10 credits total)
- E - Language Other Than English - Either Spanish 1 or American Sign Language 1A & 1B (10 credits total)
- F - Visual & Performing Arts - Either an ON CAMPUS class or Art History A & B (10 credits total)

INDEPENDENT STUDY PROGRAM

HIGH SCHOOL CURRICULUM

Traditional 10th Grade Course Load:

- A - Social Science - World History A&B (10 credits total)
- B - English - English 2A & English 2B (10 credits total)
- C - Mathematics - Math 2A & Math 2B (10 credits total)
- D - Science - Laboratory Biology A & B (10 credits total)
- E - Language Other Than English - Either Spanish 2 ON CAMPUS or American Sign Language 2A & 2B (10 credits total)
- G - Any A-G course offered on or off campus that counts toward PE (10 credits total)

Traditional 11th Grade Course Load:

- A - Social Science - US History A&B (10 credits total)
- B - English - English 3A & English 3B (10 credits total)
- C - Mathematics - Math 3A & Math 3B (10 credits total)
- D - Science - Suggested ON CAMPUS Chemistry (10 credits total) or Earth Science (5 credits) Not required
- E - No course, completed requisites
- F - Suggested any ON CAMPUS arts class that counts for PE
- G - No course, completed requisites

Traditional 12th Grade Course Load:

- A - Social Science - Government & Economics (10 credits total)
- B - English - English 4A & English 4B (10 credits total)
- C - Mathematics - Requisite completed
- D - Science - Requisite completed
- E - Requisite completed
- F - Requisite completed
- G - Requisite completed

Additional courses are available to meet the course graduation requirements. Students are also invited to concurrently enroll in neighboring community college to gain college credit at the same time as completing high school credits. For a complete course catalog, reference Encore's website www.encorehighschool.com



Encore High School **ARTS**

Welcome Handbook for Independent Study Programs



Encore's Independent Study program students have the unique opportunity to take a variety of arts and careers programs on the traditional campus. These courses take place two to three days per week and can be scheduled in conjunction with the weekly meetings scheduled with the student's Independent Study Coordinator.

Arts and Careers courses are available in: Teaching, Culinary Arts, Management, Cirque Acrobatics, Dance, Instrumental Music, Technical Arts, Theatre, Visual Arts, and Vocal Music.

INDEPENDENT STUDY PROGRAM

Career Arts helps students develop practical skills that can help them get an entry level job at a variety of businesses. There are specific courses available in management and retail operations (ASB), teaching (Internships), office reception (Internships), professional performance entertainer (Street Band and Ambassadors), and Culinary Arts.



CAREER ARTS
Conservatory

INDEPENDENT STUDY PROGRAM

DANCE ARTS Conservatory



Encore offers a rigorous dance program for all levels of expertise. Encore's dance program features some of the best professional dance instructors with a variety of background and expertise. Encore focuses on ballet, jazz, hip hop, lyrical, musical theatre, and tap dance genres.

INDEPENDENT STUDY PROGRAM

Encore's Cirque Acrobatics program is a unique opportunity for students to engage in a variety of circus arts. Students can take courses in aerialist, ground arts / tumbling, and circus prop arts. Encore's instructors offer a unique training experience with opportunity for students to be a part of Encore's signature Rock 'n' Roll circuses created every year.



CIRQUE ARTS
Conservatory

MUSIC ARTS Conservatory



Within Encore's instrumental music conservatory students can learn a variety of instrumentation including music theory and mastery of instruments. Many students graduate with mastery of multiple instruments.

INDEPENDENT STUDY PROGRAM



Encore students get a chance to be a part of a variety of stage techniques and even acting for film during the variety of courses and productions available to students throughout the school year. There are opportunities for advancement in technical theater (like costume design and stage tech) as well as stage and film opportunities.

THEATRE ARTS

Conservatory

INDEPENDENT STUDY PROGRAM

TECHNICAL ARTS
& VISUAL
Conservatory



Encore students have the opportunity to engage in a variety of technical and visual arts courses to help them expand career opportunities in the technical arts fields. Some of the courses included are: costume design, film, photography, art, and stage tech.

INDEPENDENT STUDY PROGRAM

Encore students have unique opportunities within the vocal music conservatory. Students learn the importance of music theory, solo singing, and singing within a choir. There is extensive training in preparing for a professional career as a vocalist.

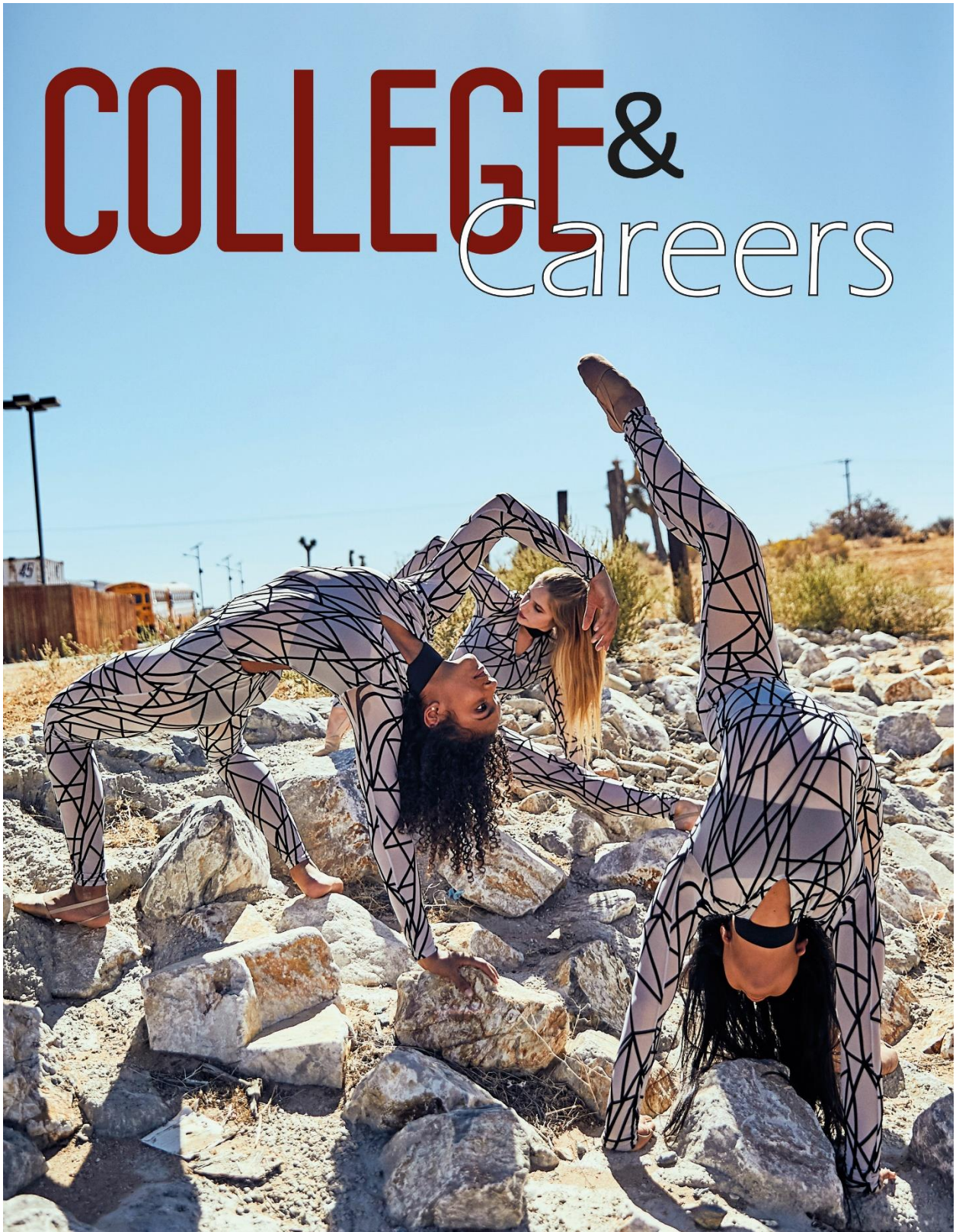


VOCAL ARTS
Conservatory

INDEPENDENT STUDY PROGRAM

COLLEGE & Careers

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INDEPENDENT STUDY PROGRAM

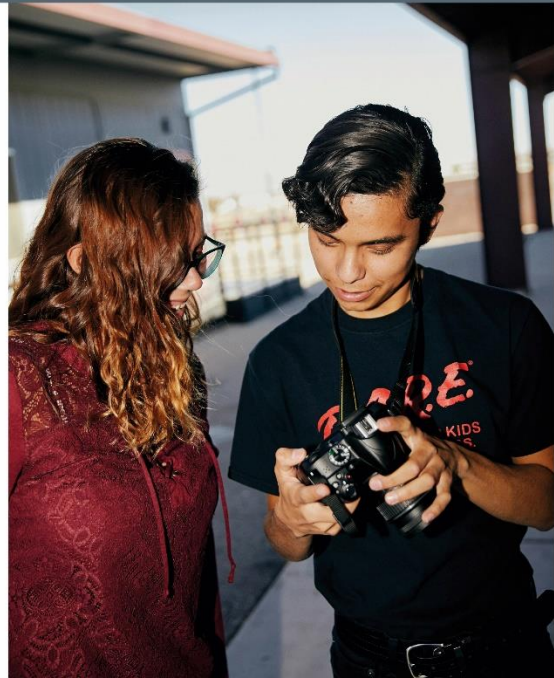
Encore High School CAREERS

Welcome Handbook for Independent Study Programs

It is the goal of Encore to teach our students how to build a successful future using the resources and skills they learn in high school. As an arts school, the technical education components offered are combined with hands-on experience in the arts industry. Encore students that take an active role in the projects offered on campus will learn the following key pieces to working in the arts industry:

- Work ethic & Time management
- Project planning, follow through, and execution
- Proper etiquette for artists within their field
- Hands-on training and master classes from people within the industry
- How to start to look for jobs within their chosen career arts field

Encore offers a variety of Career Technical Education programs that satisfy the CTE Completer tracks outlined by the state of California. Students completing a CTE capstone while attending Encore get to wear a CTE Completer stole during their graduation ceremonies.



SPIRIT

One of the special opportunities by enrolling in the Encore Independent Study programs is the Spirit difference. Students of Encore get to participate in all of the traditional school activities:

- Homecoming / Basketball / School Productions
- / Prom / Carnival / Encore Social / Cheer /
- Dance Team / Snowboarding / CSF / NHS / ITS
- / Weekly Rallies / Pirate Radio / EncoreCon /
- Mural Week / Yearbook / ASB / Student
- Council / World Scholars / Field Trips / Holi
- Fest / Mock Trial / Cosplay

INDEPENDENT STUDY PROGRAM

Encore High School

COLLEGE

Welcome Handbook for Independent Study Programs

ALUMNI OF ENCORE HAVE BEEN ACCEPTED TO AND ARE ATTENDING MANY UNIVERSITIES & COLLEGES.

- Some of these colleges include:
- UCLA (University of California, Los Angeles)
- UCI (University of California, Irvine)
- University of Florida
- University of Oregon
- California State University, Northridge
- Cal Poly Pomona
- Biola University
- The Young Americans Performing Arts College
- University of San Diego
- Humboldt State University
- Northern Arizona University
- Azusa Pacific University
- University of California, San Diego
- California State University, San Bernardino
- Orange Coast College
- Trinity College
- Case Western Reserve University
- South Oregon University
- AMDA
- California State University, Los Angeles
- La Sierra University
- Seton Hall University
- FIDM
- Yale University
- Nebraska University
- California State University, Fullerton
- Pepperdine University
- Berklee College of Music
- Drexel University
- Notre Dame de Namur University
- University of California, Davis
- California State University, San Marcos
- University of California, Santa Cruz
- University of LaVerne
- University of California, San Diego
- Dublin University
- Boston Conservatory
- California Baptist University
- Redlands University
- LA Film School
- New York University

INDEPENDENT STUDY PROGRAM

INDEPENDENT STUDY COORDINATOR JOB DESCRIPTION

INDEPENDENT STUDY PROGRAM

Job Classification:	Classified
Position Title:	Independent Study Coordinator
Position Assignment:	Instructor
Work Calendar:	Teacher
Exempt/Non-Exempt Designation:	Exempt
Pay Schedule:	Instructor Salary Schedule
Pay Type:	Salary
Pay Method:	Bi-monthly
Benefit Structure:	\$10,000 Total Employer Contribution
Reports To:	Administrative Head Counselor
<p>Job Purpose: The purpose of this position is to work with the short term and long term independent study students in coordinating their activities and their academic progress on campus.</p> <p>Duties:</p> <ul style="list-style-type: none"> • Meet with counseling department regularly to go over student caseloads for short term and long term independent study students. • Meet with independent study students weekly to go over academic progress and help them track their completion of courses. • Coordinate meetings with credentialed teachers and students to make sure that students are: <ul style="list-style-type: none"> ○ Meeting with their assigned credentialed teacher for the course they are enrolled in person or via Zoom each month and via email or phone conference at least every 14 days. ○ Work with teachers to make sure all grading on independent study students is up to date. ○ Work with CSF and NHS advisors to schedule peer tutoring sessions to students. ○ Send weekly updates to parents and students regarding academic progress. ○ Facilitate weekly meetings with the students on campus for three hours to include all needed supports during that time. ○ Meet with parents and students regularly (at least quarterly) in parent conference. • Other related duties as assigned. <p>Skills/Qualifications:</p> <ul style="list-style-type: none"> • Bachelor’s Degree • Enrollment in a teacher credentialing program is preferred. • Highly resourceful team-player, with the ability to also be extremely effective independently • Proven ability to handle confidential information with discretion, be adaptable to various competing demands, and demonstrate the highest level of customer/client service and response • Demonstrate ability to achieve high performance goals and meet deadlines in a fast paced environment • Excellent written and verbal communication skills • Knowledge of computers, Aeries, Word, Google 	

INDEPENDENT STUDY PROGRAM

- Forward looking thinker, who actively seeks opportunities and proposes solutions

All job descriptions are meant as a guideline. Actual job duties can be revised with or without written notification and are subject to change. Encore Education Corporation does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender identity or expression, age, national origin (ancestry), ethnic group identification, mental and physical disability, marital or parental status, sex, sexual orientation, or military status, or genetic information in any of its activities or operations. The perception of one or more of such characteristics: or association with a person or group with one or more of these actual or perceived characteristics. Encore Education Corporation is an equal opportunity employer.

Please attach appropriate salary schedule and work calendar to this job description. All three documents should be given to employee at time of notice of employment with a copy of training schedule and the current adopted Employee Handbook.

INDEPENDENT STUDY PROGRAM

CREDENTIALLED TEACHERS

Encore employs several credentialed teachers that are experts in their field. While the Independent Study Coordinator helps to facilitate the students' courses, Encore's credentialed teachers are responsible for teaching the course, tracking the completed coursework, and assigning grades. Since the student will move through several teacher courses during a school year, they report to their IS Coordinator to help with the logistics of their school year.

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Credentialed teachers teach a caseload of traditional, seat-based students over the course of the school year. At any given time during the school year, a credentialed teacher could have up to 8 independent study students on their caseload. For most students in independent study, they will complete one to two courses at a time in about five weeks. This means that the students will change teachers about every five weeks.

Credentialed teachers that have assigned students in their independent study caseload follow a specific procedure to help with student success.

1. Receive notification from the ISC (Independent Study Coordinator) that they have a new student in their caseload.
2. The ISC will give the student the pacing plan for the teacher course based on a five week semester completion.
3. The teacher will send an email with contact information to the student so the student can ask any specific questions about the course.
4. The teacher will give the student access to Google classroom and all asynchronous / recorded lectures that are needed to complete the course.
5. The student will meet in person at least twice with their credentialed teacher during their five week course.
6. The student will complete tests and quizzes that the credentialed teacher will grade every week.
7. The credentialed teacher is available for tutoring Tuesday through Friday from 7:45 – 8:15 am
8. The credentialed teacher is responsible for grading all completed work, teaching all in person labs, and completing the gradebook for the course.
9. When the student has completed the course. The ISC will notify the counselor to update the student transcripts.

INDEPENDENT STUDY PROGRAM

Course	Credential Held by the Teacher teaching the course in IS
7 th Grade ELA	K-8 Multi Subject Credential OR Single Subject English Credential
7 th Grade Math	K-8 Multi Subject Credential OR Single Subject Foundation Math Credential
7 th Grade Science	K-8 Multi Subject Credential OR Single Subject Science Credential
7 th Grade World History	K-8 Multi Subject Credential OR Single Subject History Credential
8 th Grade RLA	K-8 Multi Subject Credential OR Single Subject English Credential
8 th Grade Math	K-8 Multi Subject Credential OR Single Subject Foundation Math Credential
8 th Grade Science	K-8 Multi Subject Credential OR Single Subject Science Credential
8 th Grade US History	K-8 Multi Subject Credential OR Single Subject History Credential
High School English 1, 2, 3, 4	Single Subject English Credential
High School Math 1, 2	Single Subject Foundational Math Credential
High School Math 3+	Single Subject Mathematics Credential
World History, US History, Economics, Government	Single Subject Social Sciences Credential
Spanish	Single Subject Spanish Credential
High School Biology	Single Subject Life Sciences Credential
High School Chemistry	Single Subject Chemistry Credential
High School Environmental Science	Single Subject Science Credential

INDEPENDENT STUDY PROGRAM

ACADEMIC PLANS

Encore’s counseling department is responsible for creating the academic plans that will help students and parents navigate the completion of the independent study program. In general, Encore’s counselors (that are all credentialed in their field) will create an academic plan that includes specific completion dates for two years (current year and year following).

The complete academic plan will include all courses needed for either:

- a. Junior High Program – all courses needed for 8th grade promotion
- b. High School Program – all courses needed for A-G completion*
 - a. *If the student has been placed on high school minimum or is not on a diploma track, their plan will indicate this distinction.

INDEPENDENT STUDY MEETING TIMES

Students enrolled in independent study are required to come on campus for a minimum of three hours each week. When they arrive on campus;

- a. Sign in with Independent Study Coordinator
- b. Meet with Independent Study Coordinator to go over progress, work completion, readiness for the next course, and any supports needed to be scheduled for the next meeting.
- c. Meet with credentialed teacher to take tests, complete labs, ask questions, get assignments.
- d. Meet with any additional supports (peer tutors, counselors, ASB, in class visits, etc.)
- e. Remain on campus for a minimum of three hours. If there is extra time, students are to work on their course in the Independent Study Workroom until three hours have been completed.

Students can opt to be on campus more than one day per week if their needs warrant. A tailored program for the individual student will be created based on need.

ENROLLMENT INFORMATION

During the charter term, Encore plans on having no more than 15% of the overall student enrollment in the independent study program. The following table projects a flat enrollment for the next five years at Encore. Actual enrollment will be affected by enrollment trends post COVID-19 limitations.

School Year	Projected Enrollment	Projected IS Enrollment
2021/2022	860	100 not to exceed 129
2022/2023	860	100 not to exceed 129
2023/2024	860	100 not to exceed 129
2024/2025	860	100 not to exceed 129
2025/2026	860	100 not to exceed 129

INDEPENDENT STUDY PROGRAM

GETTING INTO THE IS PROGRAM

In order for a student to enroll into Encore's independent study program, it is essential that Encore can affirm that the student will succeed. This will happen during the initial conference with the student's school counselor.

- The counselor will first check to see if the student has a history of completing and passing coursework in a timely manner with success of a "C" or better in their courses. If the student can complete coursework and pass it in a traditional program, they will be allowed to enter the program.
- If a student has an IEP, it is a requirement that the student will have to have an IEP that can establish that independent study is the best programming for student success. Only when independent study programs are written into the IEP will a student be allowed to join the IS program as a special education student.
- If a student struggles at school and the counselor deems that their path of success could be working independently on an IS program, the counselor can recommend the student for IS. A student that has a low achievement rate that is recommended by their counselor for IS will work on one class at a time and will be required to come on campus more than once a week until success in the program can be established.

INDEPENDENT STUDY PROGRAM

GRADUATION REQUIREMENTS FOR INDEPENDENT STUDY

The graduation requirements from Encore as an independent study student are the same as a traditional seat based student. Encore works to have all students complete the college admissions requirements with a “C” or better by graduation to help them prepare for postsecondary life.

Junior High Promotion Requirements	
English	20 credits
Math	20 credits
History	20 credits
Science	20 credits
Electives	20 credits

High School Graduation Requirements	
English	40 credits
Math	30 credits
World History	10 credits
US History	10 credits
Government	5 credits
Economics	5 credits
Science	30 credits
Foreign Language	20 credits
Fine Art	10 credits
Physical Education	20 credits