



## Master Agreement for Independent Study

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Student Name	Agreement Duration
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Student ID Number	Beginning Date – End Date	Year
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Address	City/location
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DOB	Phone Number	2 <sup>nd</sup> Phone Number
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### Camino Nuevo

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Site and Program Placement	School for Classroom Option
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Students **are required** to report to their teacher as follows to submit work and report progress:

**Manner of Reporting:** ☐ Virtual or in person one-on-one meeting ☐ Small Group ☐ E-mail  
☐ Phone ☐ Fax.

**Time:** Generally between the hours of 8:00am-3:30pm. Exact times to be determined by supervising teacher.

**Frequency:** Meetings with supervising teacher scheduled at least once every two (2) weeks. In addition, Camino Nuevo Charter Academy (CNCA) will offer opportunities for live interaction and synchronous instruction to the student per Education Code section 51747(c). 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."

### Place of Meeting:

**Objectives:** The student will complete the courses listed below. All course objectives will be consistent with Camino Nuevo Charter Academy's Board policy and are consistent with charter school standards, as outlined in the charter school's subject/course descriptions. The assignment and Attendance Record 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.

The major educational objectives include enabling the student to progress with their grade-specific studies, successfully complete assignments, and learn required concepts as determined by the CNCA. It is CNCA’S goal to provide an exceptional education to a diverse student body through individual attention in a supportive and dynamic environment.

CNCA will offer educational activities targeted to reach the objectives including, but not limited, to core curriculum instruction, reading, research, essays, oral reports, demonstrations, homework assignments, lesson exercises, games, projects, discussions, and other educational activities. The method of study is determined by the supervising teacher, and may require the student to complete tasks assigned by the student’s teacher or designee, meet with the teacher or designee, participate in instructional activities (e.g., one-on-one, small group, classroom instruction) and other educational activities deemed appropriate by CNCA to meet the students’ educational needs. To support student’s needs in the area of English Development the District will provide support (academic and other) through targeted instruction and intervention via a digital curriculum focused on language development, teacher use of specially designed academic instruction in English (SDAIE), and consultation (as necessary) with District specialists regarding language development.

Student’s course work and assignments will be evaluated by one or more of the following criteria: presentation of evidence showing assignment completion; written tests/quizzes; demonstration of skills; oral presentation; California Assessment of Student Performance and Progress and other similar assessments; progress/report cards; portfolios, labs, and other methods of evaluation.

The specific objectives, methods of study, methods of evaluation, and resources for each assignment covered by this agreement may also be further described in student assignment sheets and work records forms, which are part of this agreement, and any subsidiary agreements are also part of this agreement.

CNCA will provide appropriate services, supports, technology and resources to enable students to complete their independent study program successfully. The student is entitled to textbooks and supplies, supervision/support by the supervising teacher, and other educational services and resources received by other children enrolled in his/her grade in CNCA’s in-person program. This includes access to the connectivity and devices adequate to participate in independent study and complete assigned work, including but not limited to a computer, tablet, and/or internet access.

By signing below, you are confirming you: (1) have devices and connectivity to allow the student to access the independent study program; or (2) will contact the student’s supervising teacher if you need help accessing such connectivity and devices.



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.

**Method of Study:** Specific methods of study will be designated on the Assignment Sheet and Attendance Record 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 ☐ Experiential Learning ☐ Computerized Curriculum ☐ Web/Internet Research ☐ Library Research ☐ Field Trips ☐ Learning Center Courses ☐ Other

**Method of Evaluation:** Under CNCA's Independent Study Board Policy adopted pursuant to Education Code § 51747(a) and (b) when the student fails to complete three (3) 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.

Academic evaluations will be designated on the Assignment Sheet and Attendance Record 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 ☐ CA High School Exit Exams ☐ Learning Journals ☐ Presentations ☐ Quizzes ☐ Labs ☐ Finals ☐ Other Projects.

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, CNCA shall:

- a. Verify current contact information for each enrolled student;
- b. 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.);
- c. 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
- d. If the student has failed to complete three (3) assignments during any period of twenty (20) schooldays or is failing to make satisfactory educational progress as defined in Section 4 herein, the school will schedule a student-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. (Education Code § 51747(d).)

**Resources:** The school will provide appropriate instructional materials and personnel to enable the student to complete the assigned work. Resources must include those reasonably necessary to the achievement of the objectives and must include resources that are normally available to all students on the same terms as the terms on which they are available to all. Assignments and specific resources will be designated on the Assignment and Attendance Record incorporated herein.

**Duration of Agreement:** The duration of the independent study agreement is set forth above and shall not exceed one school year.

**Supports for Students:** The 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 (SST) and related services, and referral to the Coordination of Services Team (COST).

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

**Board Policies:**

*Under CNCA's Independent Study Board Policy adopted pursuant to Education Code § 51747(a) and (b):"*

(a) For pupils in all grade levels offered by CNCA, the maximum length of time that may elapse between the time an assignment is made and the date by which the pupil must complete the assigned work shall be determined in each student's independent study agreement or as modified by an assigned credentialed teacher at the time the work is assigned to the pupil.

(b) After three missed assignments an evaluation shall be conducted to determine whether it is in the best interests of the pupil to remain in independent study. 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.

COURSE CREDITS OR OTHER MEASURES OF ACADEMIC ACHIEVEMENT TO BE EARNED UPON COMPLETION

Category	Subject	*Credit Value	Modified Y/N

**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, 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.

**Signatures and Dates:**

For the 2021–22 school year only, a local educational agency shall obtain a signed written agreement for independent study from the pupil, or the pupil’s parent or legal guardian if the pupil 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 pupil no later than 30 days after the first day of instruction. This subparagraph does not relieve a local educational agency from the obligation to comply with the requirements of this article, as amended by the act adding this subparagraph, upon commencement of instruction for a participating pupil in the 2021–22 school year.



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

**Student Name:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Caregiver/Parent/Guardian Name:** \_\_\_\_\_

**Caregiver/Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Supervising Teacher Name:** \_\_\_\_\_

**Supervising Teacher Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Administrator/Other School Official Name:** \_\_\_\_\_

**Administrator/Other School Official Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_