



EL CAMINO REAL CHARTER HIGH SCHOOL INDEPENDENT STUDY BOARD POLICY

El Camino Real Charter High School may offer independent study to meet the educational needs of pupils enrolled in the charter. Independent study is an alternative education designed to teach the knowledge and skills of the core curriculum and meet the graduation requirements as defined in the school's charter. El Camino Real Charter shall provide appropriate existing services and resources to enable pupils to complete their independent study successfully (Education Code 51746). The following written policies have been adopted by the Board for implementation at El Camino Real Charter High School:

1. Independent study through El Camino Real Charter is a continuously voluntary, educational alternative in which no student may be required to participate (Education Code 51747).
2. For pupils in all grades offered by El Camino Real Charter, 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 20 school days (Education Code 51747).
3. If circumstances justify a longer period of time than 20 school days, the Superintendent or designee may authorize an extension.
4. When any pupil fails to complete ten assignments during any period of 20 days, the Principal or his or her designee shall conduct an evaluation to determine whether it is in the best interest 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 (Education Code 51747).
5. A current written master agreement shall be maintained on file for each independent study pupil, including but not limited to, all of the following (Education Code 51747):
 - ❖ The manner, time, frequency, and place for submitting a pupil's assignments and for reporting his or her progress.
 - ❖ The objectives and methods of study for the pupil's work, and the methods utilized to evaluate that work.
 - ❖ The specific resources, including materials and personnel, that will be made available to the pupil

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- ❖ A statement of the policies adopted herein regarding the maximum length of time allowed between assignment and completion of a pupil's assigned work, and the number of missed assignments allowed prior to an evaluation of whether or not the pupil should be allowed to continue in independent study.
 - ❖ The duration of the independent study agreement, including beginning and ending dates for the pupil's participation in independent study under the agreement. No independent study agreement shall be valid for any period longer than one year.
 - ❖ A statement of the number of course credits to be earned by the pupil upon completion.
 - ❖ The inclusion of a statement in each independent study agreement that independent study is an optional educational alternative in which no pupil may be required to participate.
 - ❖ Each written agreement shall be assigned, prior to the commencement of independent study, by the pupil, the pupil's parent, legal guardian, or caregiver, 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. For purposes of this paragraph, "caregiver" means person who has met the requirements of Part 1.5 (commencing with Section 6550) of the Family Code.
6. El Camino Real Charter High School shall comply with the Education Code Sections 51757 through 51749.3 and the provisions of the Charter School's Act and the State Board of Education regulations adopted there under.
 7. The principal shall establish regulations to implement these policies in accordance with the law.