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Master Agreement for Independent Study

Student: student_name
Student Number: st_number
Address: street1
Location: citystatezip
1st Phone Number: homephone
DOB: 01/31/2024
Program Placement: tr_gradtypes_id

Contract Term: contractterm
Beginning Date: 01/31/2024
End Date: 01/31/2024
Year: schoolyear
2nd Phone Number: cellphone
Grade Level:
School for Classroom Option: altschool

It is understood that:

Scholars are required to report to their supervising teacher as follows for submitting work and reporting their academic progress; and for communicating their academic progress with their parent or guardian.

Manner of Reporting:

One-on-One In-Person, Small Group In-Person, E-mail, One-on-One Virtual, Small Group Virtual.

Time: 8 a.m.-4 p.m., Mondays through Fridays

Frequency: One (1) required meeting per learning period not to exceed twenty-seven (27) school days

Place of Meeting: Zoom, One-on-One In Person Meeting, Small Group In Person Meeting, phone meeting

Objectives:

The scholar shall engage in content provided by the Charter School which is aligned to grade level standards that is substantially equivalent to in person instruction. High school grade levels shall include access to all courses offered by the Charter School for graduation and approved by the UC or CSU as creditable under the A-G admissions criteria.

Methods of Study:

Examples of methods of study for the scholar will include but are not limited to: Live Learning Labs, Independent Reading, Textbook Activities, Problem Solving, Study Projects, Drill & Practice, Experiential Learning, Online Curriculum, Web/Internet Research, Library Research, Field Trips, Learning Center Courses, Community Provider Resources.

Methods of Evaluation

Academic evaluation of the scholar's completed work equivalent to the number of days in each Learning Period is designated on the **Assignment and Work Record (AWR)**. Examples of acceptable methods of evaluation include but are not limited to: Teacher- Made Assessments, Scholar Conferences, Progress/Report Cards, Chapter/Unit Tests, Observations, Portfolios, State Standards Testing (California Assessment of Student Performance and Progress, California Science Test, Physical Fitness Test, and other related tests), Learning Journals, Presentations, Internal Diagnostic Assessments, Quizzes, Labs, and Final Exams.

Specific Resources:

Compass Charter Schools will provide appropriate instructional materials and personnel to enable the scholar to complete the assigned work. Resources used must be deemed necessary for the achievement of learning and objectives and be reasonably available on similar terms to all scholars. The school will confirm or provide access to all

scholars to the connectivity and devices adequate to participate in the educational program and complete assigned work.

Board Policies Pursuant to Education Code Section 51747(a) and (b): For pupils in all grade levels and programs offered by the Charter School, 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 twenty-seven (27) school days.

1. The Superintendent or designee shall conduct an evaluation to determine whether it is in the best interests of the pupil to remain in independent study upon the following triggers:
 - a. When any pupil fails to complete five (5) assignments in a period of twenty-seven (27) school days.
 - b. A scholar's educational progress falls below satisfactory levels as determined by the Charter School's Scholar Study Team Policy and Missed Assignment Policy which considers ALL of the following indicators:
 - i. Achievement and engagement in the independent study program, as indicated by the pupil's performance on applicable pupil-level measures of pupil achievement and pupil engagement set forth in Education Code Section 52060(d) paragraphs (4) and (5).
 - ii. Failure to engage in any schoolwork for a cumulative period of five (5) school days in a 27 day period
 - iii. Completion of assignments, assessments, or other indicators that show evidence that the pupil is working on assignments.
 - iv. Learning required concepts, as determined by the supervising teacher.
 - v. Progress toward successful completion of the course of study or individual course, as determined by the supervising teacher. The Charter School may also consider the following in determining satisfactory progress:
 1. The required diagnostic assessment which is administered three times per year; or
 2. Scholars' semester grades as determined by the teacher of record; or
 3. Data gathered during monthly Connections Meetings.
 4. Attendance in required Special Education services.

A written record of the findings of any evaluation conducted pursuant to this policy shall be treated as a mandatory interim pupil record. The 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.

Statement of the Measures of Academic Achievement to be Earned by the Pupil Upon Completion:

The scholar will complete the courses listed below. All course objectives are consistent with Compass Charter Schools' standards, as outlined in Compass Charter Schools' subject/course descriptions, which are aligned to grade level standards substantially equivalent to in-person instruction. For high school grade levels, this shall include access to all courses offered by the Charter School for graduation and approved by the UC or CSU as credible under the A-G admissions criteria. The term "Course Value" ("CV") refers to the number of credits (secondary education) or weeks of work (elementary education) the scholar will attempt.

Students will meet California State Standards in all courses. All students, grades K-8, take benchmark assessments three times throughout the school year, which measure both proficiency and individualized growth. Students, grades 9-12, shall obtain academic credits towards Charter School graduation requirements.

Course Schedule	Category	Course Value

Statement of Academic and Other Supports for Special Populations:

The Charter School shall utilize its SST to address the needs of scholars who are not performing at grade level, or who need support in other areas, such as English Learners, scholars in foster care or scholars who are experiencing homelessness, and/or scholars requiring mental health support. The Charter School complies with the Individuals with Disabilities Education Act (“IDEA”) and is committed to meeting the needs of individuals with exceptional needs in order to be consistent with the scholar’s individualized education program (“IEP”). Policies, procedures, and guidelines are in place to ensure that scholars are identified, assessed, and provided with a free appropriate public education in the least restrictive environment. The school complies with Section 504 of the federal Rehabilitation act of 1973 (29 U.S.C. Sec. 794) and is committed to providing equivalent access to and providing a free appropriate public education to all scholars with disabilities.

Voluntary Statement:

It is understood that independent study is an optional educational alternative in which no scholar may be required to participate. In the case of a scholar who is referred or assigned to any school, course or program pursuant to Education Code Sections 48915 or 48917, instruction may be provided to the scholar through independent study only if the scholar is offered the alternative of classroom instruction.

Scholar-Parent-Educator Conference:

Before signing this written agreement, the parent or guardian of a scholar may request that the Charter School conduct a telephone, videoconference, or in-person scholar-parent-educator conference or other school meeting during which the scholar, parent or guardian, and, if requested by the scholar or parent, an education advocate, may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the scholar in independent study, before making the decision about enrollment or disenrollment in the various options for learning.

Signatures and Dates:

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education that may be a marking that is either computer generated or produced by electronic means and is intended by the signatory to have the same effect as a handwritten signature. The use of an electronic signature shall have the same force and effect as the use of a manual signature if the requirements for digital signatures and their acceptable technology, as provided in Section 16.5 of the Government Code and in Chapter 10 (commencing with Section 22000) of Division 7 of Title 2 of the California Code of Regulations, are satisfied.

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

Title	Signature	Date
Pupil		
Parent/Guardian/Caregiver (if pupil is under the age of 18)		
Certificated employee who has been designated as having responsibility for the general supervision of independent study		
Certificated employee designated as having		

Title	Signature	Date
responsibility for the special education programming of the pupil, as applicable		



Acknowledgement of Responsibilities

I, the scholar, agree to the following:

- I am responsible for the terms as outlined in the Master Agreement.
- I am responsible for completing the coursework, as outlined in the Master Agreement, that is assigned to me by the teacher or teachers of record each learning period.
- I will conduct myself in a respectful, responsible, and safe manner at all Compass functions. I understand that my participation in extracurricular school functions is a privilege that can be revoked if my behavior is not acceptable.
- I will request support from my supervising teacher, education specialist (if applicable), school counselor (if applicable), and tutors (if applicable), as needed.
- I will complete all required school assessments, including the following: Alternate Local Assessment, benchmark assessments, and course assessments (as applicable).
- I will complete all state level assessments that apply to me, which include: CAASPP, CAA, CAST, PFT, and ELPAC.
- I will attend required virtual connection meetings with my supervising teacher and will come prepared to discuss my learning and academic progress.
- * I will attend all scheduled synchronous instruction sessions.
- [Scholars with Individualized Education Programs (IEPs)] I will attend all scheduled SAI and related services offered in my IEP.
- [Scholars designated as English Learners] I will utilize the required EL curriculum, and attend all scheduled live ELD sessions with my EL Tutor or local service provider.
- [Scholars identified as needing tiered intervention support/tutoring] I will attend all scheduled intervention and tiered support live sessions with my Intervention Tutor, Resource Specialist, or local service provider.
- [Scholars taking A-G high school courses] I will engage in at least one hour per week per high school subject of interactive instruction and/or academic tutoring/advising.
- I understand that not fulfilling above responsibilities and/or attending required sessions, that additional support will be provided to me through the tiered re-engagement process.

I, the scholar, read, understand, and agree to comply with the Scholar Handbook.

I, the parent/guardian/caregiver/adult scholar, agree to the following:

- My scholar's participation in this independent study program is voluntary.
- I am responsible for the daily teaching and/or monitoring of all subjects/courses outlined in the Master Agreement. I will communicate with my scholar's supervising teacher, education specialist (if applicable), school counselor (if applicable), and tutors (if applicable) in a timely and effective way.
- I will notify CCS within five (5) business days if there is a change in contact information.
- I will conduct myself in a respectful, responsible, and safe manner at all Compass in-person and virtual functions. I understand that my participation in school functions is a privilege that can be revoked if my behavior is not acceptable.
- I will not use harassing or threatening language or profanity in any communications with Compass staff including posting on official school social media platforms.

- I am responsible for monitoring the academic progress of my scholar as determined by the supervising teacher.
 - My scholar will complete all required school assessments, including the following: Alternate Local Assessment, benchmark assessments, and course assessments (as applicable).
 - My scholar will complete all applicable state level assessments, which include: CAASPP, CAA, CAST, PFT, and ELPAC.
 - I am responsible for the transportation of my scholar to school assessments and engagement events. Transportation and reimbursement of such are not provided as part of this agreement/program unless otherwise required by law.
 - I will request support from my scholar's supervising teacher, education specialist (if applicable), school counselor (if applicable), and tutors (if applicable), as necessary.
 - I will attend required virtual connection meetings with my scholar's supervising teacher and will come prepared to discuss my scholar's learning and academic progress.
 - I will complete my scholar's activity log daily.
 - I will provide completed assignments as required and as requested by my scholar's supervising teacher.
 - Upon disenrollment, withdrawal, or the designated due date, I will return all school-purchased, "non-consumable" materials to Compass within one (1) week. All materials are the property of Compass and are on loan to my scholar while enrolled in Compass. If any materials are damaged or lost, I may be required to pay the value at the time of loss of such items.
 - I understand that my scholar is required to have a report card as part of their permanent
 - academic record. I understand that my scholar's CAASPP scores will be placed in their cumulative file.
 - [Parents of scholars designated as English Learners] I will ensure my scholar completes the ELPAC as required by law, will utilize the required EL curriculum, and ensure that my scholar attends live ELD sessions. I will report all attendance to classes and tutoring provided by local service providers on my weekly activity log.
 - [Parents of scholars with IEPs] I will ensure my scholar attends all scheduled SAI and related services offered in the IEP.
 - [Parents of scholars identified as needing tiered intervention support/tutoring] I will ensure my scholar attends all scheduled intervention and tiered support live sessions with their Intervention Tutor, Resource Specialist, or local service provider.
- [Parents of Options Scholars] I understand that Compass educational support funds are provided to adequately access and engage in the courses outlined on the master agreement and to support my scholar's personalized and unique education needs while abiding by the legal and appropriate use of state funds.
- [Parents of Options scholars using supplemental support from a community provider] I understand that the community provider does not replace my responsibility for the day-to-day instruction or ensuring that my scholar is learning and progressing.
 - [Parents of scholars in grade 12] My scholar will be deemed a Cal Grant applicant with the California Student Aid Commission (Education Code Section 69432.9). I understand that Compass will submit grade point averages to the Commission by October 1st of the scholar's 12th grade year. Parents of scholars under 18 years of age, or scholars age 18 and older, who would like to opt-out must send written notification to the Records Department prior to February 1st of the scholar's 11th grade year.
 - I understand that Education Code Section 51225.7 requires each 12th grade scholar to complete and submit a FAFSA or CADAA unless the scholar is determined to be exempt or an opt-out form is completed by a legally emancipated scholar, a scholar who is 18 years or older, a legal guardian, or parent, or a local educational agency on a scholar's behalf.

I, the parent/guardian/caregiver, read, understand, and agree to comply with the Scholar Handbook and acknowledge receipt of the annual notifications provided wherein.

I, the credentialed teacher, agree to and am responsible for the following:

- The oversight of independent study in accordance with state law, Compass Charter Schools' policy, and regulations.
- * I will support and facilitate scholar success and the school's mission and vision.
- I will facilitate and support the parent in the daily teaching and monitoring of all subjects/courses outlined in the Master Agreement and Personalized Learning Plan.
- * I will effectively communicate with the parent(s) and scholar(s) on my roster.
- * I will uphold the Compass ARTIC values.
- I will schedule and facilitate virtual meetings with the scholar and parent/guardian/caregiver and will come prepared to discuss the scholar's learning and academic progress.

- Upon the scholar's disenrollment or withdrawal, I will notify the parent/guardian/caregiver of the materials required to be returned.
- I am responsible for the assignment, supervision, and assessment of grade-level standards-based coursework. I am responsible for the assignment of all grades and will report this information for inclusion in the scholar's permanent record.
- I am responsible for the establishment, completion, and maintenance of necessary documentation, reports, and records.
- I will participate in the administration of the school and state-mandated tests, as required.
- I am responsible for the selection and processing of completed scholar work samples.● [Supervising Teachers of scholars designated as English Learners] I will ensure my scholar completes the ELPAC as required by law, will utilize the required EL curriculum, and attend live ELD sessions.
- [Supervising Teachers of scholars with IEPs] I will ensure that the IEP accommodations and modifications are implemented and support scholar attendance for scheduled services as appropriate.
- * [Special education case managers/education specialist] I will ensure my scholar attends all scheduled services provided according to the scholar's IEP.
- [Supervising Teachers of scholars with 504s] I will ensure the 504 plan is implemented as written.
- [Supervising Teachers of scholars identified as needing tiered intervention support/tutoring] I will ensure my scholar attends all scheduled intervention and tiered support live sessions with their Intervention Tutor, Resource Specialist, or local service provider.
- I will ensure educational support funds and/or supplemental materials support each scholar's unique needs while abiding by the appropriate use of state funds.
- [Supervising Teachers of Options scholars] I will ensure that an effective curriculum is in place for all core subjects before non-core activities are funded through educational support funds.
- [Supervising Teachers of Options scholars] I will ensure that all curriculum selected is in alignment with the courses indicated in the Master Agreement.

I, the credentialed teacher, read, understand, and agree to comply with the Employee Handbook.

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.