



INDEPENDENT STUDY MASTER AGREEMENT

iLEAD Innovation Studios 2015-2016

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|-------------------------|--------------------|------------|-------------------|-------------------------|
| Program: | iLEAD Explorations | | Student ID | |
| Student Name | | Start Date | 9/1/15 | End Date 6/13/16 |
| Parents Name | | Grade | | Birthdate |
| Parent E-mail | | Home Phone | | Mobile Phone |
| Address | | City | | State CA Zip |
| Educational Facilitator | | Placement | Regular | Special Education |

| Courses (1 st Semester) | Credits | Courses (2 nd Semester) | Credits |
|------------------------------------|---------|------------------------------------|---------|
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Meetings / Reporting. California Ed Code Section 51747(c)(1) Manner for submitting assignments & reporting progress: personal meetings, learning records, work samples - every 20 school days

1. For pupils in all grade levels and all courses offered, the maximum length of time that may elapse between the times an assignment is made and the date by which the pupil must complete the assigned work shall be a maximum of **twenty (20) school days**.

Students are required to report to their teacher as scheduled: Manner of Reporting: In person, one-on-one meeting. Duration: 1 Year.

Location: Public location agreed upon by EF and family Time: varies am / pm. Frequency: every 20 days (daily, weekly, monthly, every 20 days)

2. Student Expectations:

- a. **Complete 80% or more** of combined independent study assignments across the curriculum for the year.
- b. **Attend Learning Period Meeting** every twenty (20) school days - bring completed **work samples and activity/attendance log(s)**; allocate adequate time to review work and plan for the next Learning Period

3. Parent Expectations

- a. **Maintain up-to-date** student activity/attendance Logs.
- b. **Keep** all scheduled appointments and meetings with Educational Facilitator

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Board Policy: Assurance of proper placement, based on assignment completion:

The following situations will place the student on probationary status and will warrant a documented evaluation meeting with the EF, parent, lead facilitator and/or director:

- *Failure to attend a scheduled Learning Period or admin meeting.
- *Failure to provide completed activity/attendance logs at end of learning period
- *A Learning Period meeting canceled within 24hrs of scheduled time.
- *Missing or incomplete work sample/assignment (due at Learning Period meeting)

A probationary period will occur, resulting in a decision to continue or exit the student, based on demonstration of ability to complete assignments, logs and other variables. A missed assignment, log or meeting during a probation period will result in termination of this agreement (dismissal from charter school) and a recommendation for more appropriate placement. Probationary period extends for two months from the date of infraction. A written record of the findings of any evaluation made to address appropriate student placement concerns shall be maintained in the pupil's permanent record. This record shall be maintained for a period of three years. *The evaluation may take into consideration some or all of the following to determine appropriate placement in Independent Study.*

- a. Attendance based on completion of assignments as quantified by the credentialed teacher
- b. Student's motivation and attitude regarding learning and achievement
- c. Parent's available time to supervise work and ability to provide an appropriate learning environment
- d. Punctual attendance at scheduled appointments and presentation of work samples and activity logs at meetings
- e. Parent and student preparedness for scheduled meetings, as well as active participation at these meetings
- f. Student demonstration of adequate and appropriate progress as measured by discussions, presentations, assessments and student work samples
- g. Adequate parent/student relationship and support as necessary to enhance learning process

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Educational Objectives and Methods of Study, California Ed Code Section 41747(c)(2)

We understand that students enrolled in this program must make adequate and appropriate progress towards completing a semester's worth of credit in each subject area. To meet these objectives, methods of study may include, but are not limited to, reading, research, essays, term papers, flash cards, illustrations, computer programs, oral reports, demonstrations, and educational activities. Educational objectives will be included by the Educational Facilitator in the student's Learning Record and Attendance Report and incorporated herein and any subsidiary agreements are also part of this agreement.

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Course Credits, California Ed Code Section 51747(c)(6)

All students may earn credit and/or grades towards advancement as a measure of academic accomplishment through site classes, online courses and home-based coursework.

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and

Evaluation, California Ed Code Section 51747(c)(2) and Title 5, California Code of Regulations 11703

We understand that it is the responsibility of the parent and teacher to collaborate in the evaluation of student progress. Students must maintain and make available an organized collection of their work for evaluation and complete a daily log for each Learning Period. The credentialed teacher will review this collection of samples every 20 days and will select two or more representative samples per subject area, per semester, for the student's Learning Record.

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Evaluations

1. Monthly review of work
2. Student collection of work samples for all learning periods
3. Parent & teacher observations
4. Benchmark Assessments in Core subjects as needed to check progress
5. State testing

Resources, California Ed Code Section 51747(c)(3)

By participating in an independent study program and enrolling in this school, we understand that we have access to a number of services and resources including school personnel, books, support materials, group classes and other community resources and assets. We also understand that this is a public school funded with public dollars. Instructional funds used for the education of students enrolled in the independent study program are public dollars. Any instructional materials or supplies purchased with public funds are the property of the program and must be returned to the school within 24 hours of the time the student graduates or leaves the school for any other reason. We further understand that we must pay for lost or damaged school property that we have used.

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Enrollment California Ed Code Section 51747(c)(7)

We understand that independent study is an optional educational alternative in which no student is required to participate (E.C. 51747(c)(7)), and that our student will remain eligible to enroll in a school located in the district in which we reside. We declare that our student will not be enrolled in a private school while he/she is enrolled in this independent study program. In the case of a suspended student pending expulsion pursuant to E.C. 48915 or 18917, instruction may be provided through independent study only if the student is offered the alternative of classroom instruction.

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Educational Responsibilities

We understand that we are responsible for the supervision of our child while he or she is completing assigned work in a timely manner, and for ensuring the submission of all completed assignments necessary for evaluation. It is understood that no student who qualifies for special education services under the Individuals with Disabilities in Education Act ("IDEA") shall participate in independent study unless it is specifically authorized in his or her IEP. Identified special education students are expected to attend scheduled tutorials to assist him/her in meeting the identified goals and objectives in their Individual Educational Plan (IEP). These tutorials are considered school assignments. Two unexcused absences of a student's special education services in a month will result in the student being placed on probationary status. Further missed assignments in an academic year will result in dismissal from the charter school and a recommendation for proper placement in a school that offers the least restrictive environment.

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Agreement

By initialing the individual sections of this agreement and signing below, we agree that we have read, understand and accept the program requirements and policies of this program and the requirements of the State of California as described in the California Education Code cited in this document. As a parent, I accept full responsibility for my child's education and acknowledge that this program was founded to facilitate new and innovative educational approaches that may not be appropriate for all children.

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Student Cumulative File Contents will include

Master Agreements, assessments, report cards, health records, attendance records, and copies of relevant communication between parent and school. Parents may request copies of these files but may not take originals.

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Studies

Areas of grade-specific study provided include, but are not limited to: English/Language Arts, Mathematics, Science, History/Social Studies, Physical Education, and other electives (electives to be confirmed on consultation with Supervising teacher). Any modifications to this full course of study will be documented in the Monthly Assignment and Work Record. The course of study and possible course credits for students in grades 9-12 will be attached to this Master Agreement within two (2) weeks of the student's enrollment date or the first day of each semester (whichever is later).

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Signatures California Ed Code Section 51747(c)(8)

Parent, Guardian or Caregiver Signature (Required*)

Date

Student Signature (Required)

Date

Supervising Teacher Signature (Required)

Date

Other

Date