

PACIFIC ELEMENTARY SCHOOL DISTRICT
LEARNING AGREEMENT for LONG-TERM COURSE-BASED INDEPENDENT STUDY
Known to parents as our “Independent Study” and “Home Study” programs

Student Name:		Grade Level:	<input type="checkbox"/> Home Study <input type="checkbox"/> Hybrid Indep Study
Address:		Age:	Phone #1:
City:	Zip:	Birth Date:	Phone #2:
Location: Pacific Elementary School, 50 Ocean Street, Davenport, CA 95017			School Year:
Duration of Agreement: <input type="checkbox"/> 1 school year <input type="checkbox"/>		Beginning Date:	Ending Date:

Objective: The major objective of this agreement is to enable the student to keep current with or exceed grade-level studies, at the grade level listed above, for the period covered by this agreement.

Subjects: The student is to compete studies in the following subjects:

Language Arts, Math, Science, Social Studies, Physical Education, Arts and Creative Endeavors

District-approved educational goals for each grade level are described in the document “Course Descriptions for Independent Study Courses”, which is incorporated as part of this contract, and is available on the school website.

Satisfactory Educational Progress: For each student participating in an independent study course, satisfactory educational progress shall be determined based on the following:

1. The student’s engagement in in-person, telephonic, and/or online classes, small group instructional sessions, and meetings with teachers or paraprofessionals;
2. The student’s completion and performance on assignments, assessments, or other indicators that the student is working on assignments;
3. The student’s learning of required concepts, as determined by the supervising teacher;
4. The student’s progress toward successful completion of the course of study, as determined by the supervising teacher.

Resources and Curriculum: The District will provide students with content aligned to grade-level standards at a level of quality and intellectual challenge substantially equivalent to in-person instruction. This includes the teacher services, textbooks, school library books, online curricula, materials, and other necessary items and resources as specified for each assignment.

The District will also provide access to necessary connectivity and devices adequate to participate in the educational program and complete assigned work. The District will provide daily synchronous instruction for all students.

Synchronous Instruction: All students who are not physically attending school on any given day are invited to attend Mrs. Joy’s zoom classes, 9:30-10:00 Mondays-Thursdays and 9:00-9:30 Fridays. For login information, contact Mrs. Joy: jhaas@pacificesd.org.

In addition, the District will provide academic and other supports to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports. These include access to the services of our special education, mental health, and intervention personnel, one-on-one or small group instruction from a teacher, interventionist, and/or aide, and appropriate curriculum and materials for the student’s specific needs.

Note: If the student has an individualized education program (IEP), the IEP must specifically provide for the student’s enrollment in Independent Study.

Voluntary Program and Return to Traditional Classroom: Independent Study/Home 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/Home Study must be offered the alternative of classroom instruction, and they have the continuing option of returning to the classroom. If space is available or the family is in-district, Pacific School will return any student requesting it to our traditional classroom program within no more than five school days. However, if an out-of-district Home Study family chooses to return to a classroom program, and space is not available in Pacific School’s traditional classroom program, they will need to return to their district of residence. Note: Home Study students returning to classroom programs, whether at Pacific School or elsewhere, are required to comply with California’s vaccination laws.

Assignments: Independent study assignments shall be completed no more than one week after assigned for all grade levels and types of program. (However, when necessary based on the specific circumstances of the student's approved program, the teacher may allow for a longer period of time between the date an assignment is made and when it is due, up to the termination date of the agreement.) Parents, guardians, or caretakers are responsible for supervising the student while he or she is completing the assigned work and for ensuring the submission of all completed assignments necessary for evaluation. Work samples should be submitted at least weekly. Completed work may be submitted in person to the teacher or school office or by email or online to the teacher.

Late and Missed Assignments: Assignments not turned in by the due date shall be considered "missed assignments". No attendance credit may be given for missed assignments. The student will be subject to truancy issues if assignments are not turned in on time which turns the independent study days into student absences. Upon signing, the parent accepts responsibility and understands the parent/student will be subject to the Student Attendance Review Board (SARB) if absences accumulate due to missed assignments. In addition, future Independent Study requests may be denied by school administration.

Methods of Evaluation: Assignments will be evaluated by teachers using the any of the following methods: assignment rubrics, portfolio evaluation, task completion, automated online scoring, traditional grading methods, or other methods as appropriate to the subject and assignment.

Meetings and Reporting Progress: While it is expected that they will meet more frequently, students are required to meet with their teacher an absolute minimum of two times per month. These meetings can occur during online or in-person classes or individually with the teacher, in-person, online, or by phone.

Parents, guardians, or caretakers and teachers are required to meet at the beginning of the contract period and again as needed for teachers to report progress and to ensure the student's ongoing success. These meetings will occur not less than two more times during a full school year, or approximately once every three months. Either parents or the teacher may request a meeting at any time. Parents must attend all scheduled meetings and promptly reschedule any meetings missed due to emergencies. Meetings may take place in person, by phone, or online.

Review of Independent Study Placement: If one or more of the following conditions occur, the District will convene a student-parent-educator conference to review a student's written agreement and reconsider the independent study program's impact on the student's achievement and well-being:

- The student fails to make satisfactory educational progress.
- The student misses three or more assignments within one week.
- The student does not generate attendance for more than 20 percent of instructional time over four weeks.
- The student has unexcused absences from synchronous instructional offerings for more than 50 percent of the scheduled times for such instruction over four weeks.

Additional Expectations: Students must follow the rules and standards in the discipline code and behavior guidelines of the Pacific Elementary School. Home Study families who choose to participate in online classes and all hybrid Independent Study families are asked to have their student(s) attend on a regular and consistent basis for the sake of educational continuity and social community. Families who are not able to attend the classroom program regularly and consistently are asked to enroll in the Home Study program. Parents, guardians, or caretakers are responsible for the cost of replacement or repair for lost, destroyed, or willfully damaged books and other school property checked out to their student(s). Parents, guardians, or caretakers are responsible for any needed transportation for the student's classroom attendance, scheduled meetings, and any other travel covered by this agreement.

Right to Appeal: Parents, guardians, or caretakers have the right to appeal to the school administrator any decision about the student's placement or school program in accordance with the District's procedures.

Signatures and Dates: We have read and understand all of the terms of this agreement, and agree to all of its provisions. If completing this form electronically, your typed name below shall have the same force as an ink signature.

Student (Adult Cannot Sign for Student): _____ Date: _____

Parent/Guardian/Caregiver: _____ Date: _____

Supervising Teacher: _____ Date: _____

Other Assisting Person(s): _____ Date: _____

Student Agreements

- I am choosing to be in the Independent Study or Home Study program. I know that I could be in a regular classroom program, but I've picked Independent Study or Home Study instead.
- I agree to do all my assigned work, both at school and at home. I know that I will need to turn school work in to my teacher every week.
- I agree to follow all the school rules, which include being safe, kind, and responsible.
- If I am in Independent Study, I agree to come to school and participate fully in the classroom program whenever I am not sick. I know that my participation in class makes a difference to my teachers and classmates, and to my education.
- If I participate in online classes, I agree to attend regularly and participate fully. I know that my participation in class makes a difference to my teachers and classmates, and to my education.
- My parents and I agree to be on time for all meetings with my teacher.
- I have the same rights, and can use the same textbooks and resources, as other students my grade at Pacific Elementary School. This includes the right to borrow a Chromebook and use the school's internet service.
- I understand that if I do not come to class and/or meetings with my teacher, do my work, and follow the rules I may not be allowed to continue in Independent Study or Home Study.

Student's Signature: _____
(An adult CANNOT sign for the student.)

Form Instructions:

- *Complete this form during a meeting (in-person or by phone or online) with the parent, student, teacher, and any other assisting persons, if applicable.*
- *All signatures and dates must be completed by the correct individuals. Electronic signatures are acceptable.*
- *If a student has an IEP, the certificated employee with responsibility for the student's special education programming must sign in the other assisting person signature line.*
- *Adults may NOT sign for students, regardless of the age or writing skills of the student.*
- *Do not use whiteout. If corrections must be made, cross out the incorrect material, correct it, and initial the correction.*
- *The first day of enrollment must be AFTER (not the same day as) the signature dates.*