



Master Agreement for Independent Study

2026-2027 School Year

Scholar Name:	D.O.B.	26/27 Grade Level:
Address:	City:	Zip Code:
Beginning Date: August	End Date: May	Telephone Number:
Primary Contact Email:		2 nd Contact Email:

Scholar/ School Responsibilities:

- The scholar is expected to complete the assigned courses listed in their Canvas course modules. All course objectives will be consistent with the established school’s board policy and are consistent with school standards, as outlined in the school’s subject/ course descriptions. The scholar’s Canvas courses will include additional descriptions of the major objectives and activities of the courses of study covered by this agreement, including methods of study for the scholar’s work and methods to evaluate that work, and incorporated herein. Upon completion of this agreement, the scholar will earn academic credit as determined by their teacher(s) for the duration of their independent study program in their enrolled courses.
- The school will provide appropriate instructional materials and personnel to enable the scholar 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 scholars on the same terms as the terms on which they are available to all. This includes access to 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. Assignments and specific resources will be designated on the scholars Canvas Course Modules, Technology Agreement and Attendance Record, and are incorporated herein. In addition, the school will offer opportunities for LIVE interaction and synchronous instruction to the scholar per Education Code section 51747 (e).
- The manner, time, frequency, and place for communication with the parent/ guardian and reporting the scholar’s academic progress will be in accordance with the school’s normal procedures for the online program, which are incorporated herein, with all coaching, class sessions and colloquia meetings taking place via Zoom.
- 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 to or assigned to any school, class or program pursuant of Education Code Section 48915 or 48917, instruction may be provided to the pupil through independent study only if the pupil is offered the alternative of classroom instruction.
- The school will provide supports and academic services necessary to address the needs of scholars 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 scholar’s IEP or plan pursuant to Section 504 of the federal Rehabilitation Act of 1973, scholars in foster care or experiencing homelessness, and scholars requiring mental health supports. These supports include, but are not limited to, access to assistive software/ devices, counselors, specialized academic instruction, scholar support team and related services, and intervention supports. Specific support will be identified on the Additional Support Sheet, if applicable.

Board Policies:

- For pupils in all grade levels offered by the 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 **20 school days**. When any pupils fails to complete a number of missed assignments greater than or equal to 50% of the total number of assignments during any period of 20 school days (e.g., missing 50% of schooldays in a calendar month for attendance purposes) or fails to make satisfactory educational progress as defined in the school’s board policy, the Executive Director or his or her designee shall conduct an evaluation to determine whether it is the best interests of the pupil to remain in the 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 evaluation and if the pupil transfers to another California public school, the record shall be forwarded to that school. A scholar 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 and based on the factors set forth in the school’s board policy.



Parent/Guardian and Scholar Agreement:

- All assigned work must be completed and turned into the scholars Mentor Teacher via the scholars Canvas Courses, unless otherwise approved. Scholars will not receive credit for work not submitted and will be unable to make up those assignments outside the semester in which those assignments were assigned.
- All parent/guardians are required to read/watch all communications from the school **within 48 hours** regularly review scholar grades, feedback given by teachers and assignments for completion and mastery to ensure success on path to graduation and respond as appropriate. Additional parent/guardian involvement requirements are listed by grade range below; however, scholars develop at different levels, and some may require additional parent/guardian support to help them be successful in a self-governing/ independent study program. Support required of parent/ guardians may include, but is not limited to, having a parent/guardian in physical proximity to help navigate technology, class attendance, time management, completion and submissions of course assignments, and grade checks to verify mastery of course material.
 - **Parent Involvement by Grade:**
 - TK-2nd: Parent/Guardian should be **home** and in close proximity of scholar for ALL LIVE course sessions and should be the primary mentor in aiding the scholar with completing and understanding asynchronous course material.
 - 3rd-6th: Parent/ Guardian should be **home** and available to assist scholar during ALL LIVE course sessions and should be the primary mentor in aiding the scholar with completing and understanding asynchronous course material.
 - 7th-8th: Parent/Guardian should be available to assist scholars during ALL LIVE course sessions and should assist with completing and understanding asynchronous course material.
 - 9th-12th: Parent/Guardian should be available to assist scholar during ALL LIVE course sessions.

If the following minimum requirements are not as determined by the Supervising Teacher, the scholar may be referred to the Scholar Success Team (SST) for additional supports:

- Pass all course requirements with a level 2 or above according to the Academy’s 1-4 grading scale.
- Attend the majority of required LIVE sessions assigned in their courses.
- Adequate scholar engagement in LIVE sessions and independent work completion, with parent assistance as needed.

Failure to comply to this agreement will result in the Academy implementing an evaluation process (to determine whether independent study is in the best interest of the scholar) which includes supportive measures, academic probation, and possible disenrollment of the scholar depending on the circumstances.

AGREEMENT: (To be signed on or before the time of materials pick up, unless otherwise permitted by the school.)

We have read this agreement, including all subsidiary documents incorporated herein by reference, and hereby agree to all the conditions set forth within.

Scholar Name <i>(please print)</i> :	Date:
Scholar Signature:	Date:
Parent/Guardian/ Caregiver Signature:	Date:
Supervising Teacher Signature:	Date:
Scholar Services Staff <i>(if applicable)</i> :	Date:
Principal Signature <i>(as needed)</i> :	Date: