



# WRIGHT ELEMENTARY SCHOOL DISTRICT

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## MASTER AGREEMENT FOR INDEPENDENT HOME STUDY 2021-22

Student Name: \_\_\_\_\_

Student Number: \_\_\_\_\_ Grade: \_\_\_\_\_

Home Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Age: \_\_\_\_\_ Birth Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

Beginning Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Duration of Agreement: \_\_\_\_\_

Parent(s)/Guardian(s) Name(s): \_\_\_\_\_

Parent(s)/Guardian(s) Email: \_\_\_\_\_

Does your home have internet connectivity?  Yes  No (If not, we will provide it.)

School of Enrollment: \_\_\_\_\_ Program Placement: \_\_\_\_\_

<b>Manner of Meeting:</b>	<b>Frequency:</b>	<b>Time:</b>	<b>Place:</b>
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Welcome to Independent Home Study. We look forward to a productive learning collaboration for the duration of the Agreement. Independent Home Study is an optional educational alternative that students voluntarily select. All students who choose Independent Home Study must be offered the alternative of classroom instruction. In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, Independent Home Study is an option, but the student is also entitled to an alternative of classroom instruction.

A student with an Individual Education Plan (“IEP”) must have the approval of the IEP team prior to enrolling in Independent Home Study and an IEP making such a placement.

Before making a decision about enrolling or disenrolling in Independent Home Study and entering into a written agreement to do so, WESD will conduct a telephone, videoconference, or in-person student-parent-educator conference or other meeting during which the student, parent/guardian, or their advocate may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to the student in Independent Study.

Students have a continuing option of returning to the classroom within five instructional days of a request from the parent/guardian, or the request of a student age 18 or older. This shall be accomplished by written request (District cannot guarantee that the student will be placed at the school of origin).

- **School Services and Resources:** We will provide the services of an Independent Home Study Coordinator and supervising teacher, parent-teacher training as needed, curriculum, and supplementary supplies. For your child, we will provide the following resources: A Chromebook; Paper-packets; internet connectivity (if needed). As noted above, if your child requires internet connectivity and/or devices, these will be provided by issuing a “hot-spot.” Materials that are not

consumable are to be returned at the end of the year or when a student exits the program. Small group instruction may be offered as an optional service. Students should be developmentally ready for class participation in order to attend, including being socially, academically, and behaviorally ready for group activities. Individualized study for a pupil whose health would be put at risk by in-person instruction, as determined by the parent or guardian of the pupil, are also welcome.

- **Equitable Supports:** The Independent Home Study option is to be substantially equivalent in quality and quantity to classroom instruction, and students who choose to engage in Independent Home Study have equal rights and privileges as students in the regular school program.
- **Completion and Submission of Work:** In order for the student and the parent-teacher to be fully informed participants during the course of this learning program, the terms above (see “Manner of Meeting,” above) need to be met. The student shall be provided (select applicable statement):
  - For pupils in transitional kindergarten and grades 1 to 3, inclusive, opportunities for daily synchronous instruction, meaning instruction from an appropriate certificated teacher, as follows: One hour each day.
  - For pupils in grades 4 to 6, inclusive, opportunities for both daily live interaction with a staff member and at least weekly synchronous instruction from an appropriate certificated teacher, as follows: One hour each week, with a daily “check-in” with the teacher.
- **Reporting Student Progress:** A reporting of student progress shall be made to the Program Administrator or supervising teacher at least every month during regular school hours as scheduled with WESD staff. Other interim contacts with a pupil’s parent or guardian regarding a pupil’s academic progress will be made via phone, email, visits, mail, fax, or other appropriate methods, at least every two weeks.
- **Objectives, Methods of Study, and Assignments:** Our overall objective is to enable the student to keep pace with the course of studies appropriate for their grade level and ability. All course objectives will be consistent with established WESD guidelines. Subject/course objectives reflect the curriculum adopted by WESD, are aligned with grade level standards, and are substantially equivalent to what the student would receive if engaged in in-person instruction.

Your child’s work includes the following subjects: Language Arts, Mathematics, Science, Social Studies/History, and Physical Education. All assigned work will be submitted to the teacher of record either by submitting a physical copy to the teacher or by submitting an electronic copy as indicated on the student assignment sheet. According to the WESD policy, the maximum length of time allowed between the assignment and the date the assignment is due is one week, unless an exception is made in accordance with WESD policy or a student’s IEP or Section 504 Plan.

- **Satisfactory Progress/Missed Assignments/Parent-Guardian Communication**

Evaluation of student progress will be based upon ongoing parent-teacher-student assessment at the school site and conferences between the supervising teacher and student. Assessment measures may include demonstration of mastered skills, completed work, written and oral tests and reports, oral presentations, District Benchmark Assessments, and other activities as recommended by the supervising teacher. WESD participates in all state mandated testing. Upon completion of this

Agreement the following academic accomplishments are anticipated: at least a year's worth of academic growth.

WESD will report the student's academic progress and consult with parent/guardian regarding the student monthly. Work samples and detailed logs must be submitted by you or the student for each learning period in order for the student to receive school credit. If documentation is not submitted on time, the school will work to re-engage the student and may pursue the truancy process, which could result in a return to in-person attendance at a District school.

Furthermore, failure to complete and submit work samples and necessary documentation, as required by this Agreement, or failure to submit three or more assignments per trimester will result in an evaluation to determine whether the student is making satisfactory educational progress, and whether it is in the student's best interest to remain in the Independent Home Study Program. Students failing to make satisfactory educational progress shall be determined by Board Policy, the teacher of record, and all of the following indicators:

- The pupil's achievement and engagement in the Independent Home Study program, as indicated by the pupil's performance on applicable pupil-level measures of pupil achievement and pupil engagement set forth in WESD's local control and accountability plan.
- The completion of assignments, assessments, or other indicators that evidence that the pupil is working on assignments.
- Learning required concepts, as determined by the supervising teacher.
- Progressing toward successful completion of the course of study or individual course, as determined by the supervising teacher.

Evaluation findings shall be maintained in the student's permanent record.

- **Agreement Duration:** The duration of the Agreement is specified above. Agreements are valid for no longer than one school year. We may choose a shorter duration as appropriate for individual students.

#### **Student Understandings:**

- I have the same rights as other students enrolled in my grade level/courses.
- I must follow the discipline code and behavior guidelines as other students enrolled in my grade level/courses, in accordance with WESD policy.
- I will complete the minimum number of hours of weekly course work and assigned learning activities as explained by my parent-teacher and supervising teacher.
- I will keep my appointments and submit work on time.
- If I miss 3 assignments it will result in an evaluation to determine if I should remain in Independent Study. If removed from Independent Study, I will be assigned to a classroom in the District. The time missed may be viewed as unexcused absences and a referral to the Student Attendance Review Board ("SARB") may be made.

#### **Parent/Guardian/Caregiver Understandings:**

- I understand that the major objective of Independent Home Study is to provide a voluntary educational alternative for my student.
- I agree to the conditions listed above under "Student Understandings" and the other provisions of this Agreement.

- Independent Home Study is designed so that I, the parent-teacher, provide primary instruction and supervision for my child throughout the duration of this Agreement. Supervision means that I am physically present to provide instruction and oversight.
- I understand that for the 2021-22 school year, my child’s participation is required as set forth above. Lack of participation in Independent Home Study on a school day shall be documented as nonparticipatory for that school day.
- Learning objectives are consistent with and evaluated in the same manner, that they would be if my child were enrolled in a traditional county school program.
- I agree to communicate promptly, professionally, and respectfully with all school staff.
- I will keep all appointments with staff. I will come to appointments with my child and be prepared with supporting records and student work to collaborate in evaluating my child’s academic progress as well as establishing learning objectives for the next learning period.
- As required by law, if my student has an IEP, the IEP must specifically provide for their enrollment in Independent Study. If it is determined that an IEP is necessary for my student during enrollment in the program, it must be stated in the IEP that Independent Home Study is an appropriate placement for my child.
- It is my responsibility to promptly reschedule any appointment missed because of any emergency.
- I am liable for the cost of replacement or repair for lost or damaged books and other school property checked out to my student.
- It is my responsibility to provide any needed transportation for my student’s scheduled meetings and any other travel covered by this agreement.
- I understand that my child may not also be enrolled in any other Independent Home Study program.
- As noted above, before signing a written agreement, upon my request, WESD will conduct a phone, videoconference, or in-person pupil-parent-educator conference or other school meeting during which I, my child, and, if requested by me, an education advocate, may ask questions about the educational options, including which curriculum offerings and nonacademic supports will be available to my child in Independent Study, before making the decision about enrollment or disenrollment in the various options for learning.
- I will update my contact information promptly if it changes.

**AGREEMENT:**

I have read and understand the terms of this agreement, and agree to all the provisions set forth. I give permission for my child to receive Independent Home Study in accord with this agreement. Furthermore, I certify that the contact information provided herein is correct.

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Parent/Guardian/Caregiver** \_\_\_\_\_ **Date** \_\_\_\_\_

**WESD Supervising Teacher** \_\_\_\_\_ **Date** \_\_\_\_\_

**Other Responsible Party** \_\_\_\_\_ **Date** \_\_\_\_\_

**Other Responsible Party** \_\_\_\_\_ **Date** \_\_\_\_\_

**Other Responsible Party** \_\_\_\_\_ **Date** \_\_\_\_\_