

**Revision to YouthBuild Charter School of California
Independent Study Policy for 2021/22
(Revised & Board Approved 08/04/2021)**

Revision to YCSC Independent Study Board Policy for 2021/22

These policies apply to all pupils participating in independent study at the YouthBuild Charter School of California (YCSC).

Each student's independent study shall be coordinated, evaluated, and carried out under the general supervision of an assigned certificated employee or employees.

For the 2021/22 school year, YCSC is required to communicate the educational options for families and their pupils in the 2021–22 school year related to Independent Study. With the recent passage of AB 130, all schools and school districts must now notify parents and guardians of their options to enroll their pupil in in-person instruction or Independent Study during the 2021–22 school year (EC Section 51747).

YCSC will provide all students and parents formal notice about their option to request Independent Study for the 21/22 school year. All details related to this option are also available on YCSC's website which include but are not limited to the right to request a pupil-parent-educator conference meeting prior to enrollment, pupil rights regarding procedures for enrolling, dis-enrolling, and re-enrolling in IS, and the synchronous and asynchronous instructional time that a pupil will have access to as part of IS.

For students in all programs of independent study, the maximum length of time that may elapse between the time an assignment is made and the date by which the student must complete the assigned work shall be as follows:

- a) For students in grades nine through twelve is 20 days
- b) When special or extenuating circumstances justify a longer time for individual students, the director or their designee may approve a period not to exceed the formally noted supplemental time accommodation noted in a student's IEP, 504 or other previously submitted plan.

Note: The laws governing independent study policies require that they address the "level of satisfactory progress" and the number of missed assignments that will be allowed before an evaluation is conducted to determine whether independent study is in the best interest of the student. The satisfactory progress provisions in law were added by AB 130 (2021) whereas the missed assignments provisions have been a long-standing part of independent study law for decades. This law leaves it up to the school to determine the specific number of assignments but requires determining "satisfactory progress" using a list of specified variables described below:

1) Missed Assignments and Level of Satisfactory Progress: When any student fails to complete at least 60 percent of the instructional days in a 20 day IS cycle or fails to make satisfactory progress (as defined below), the school will conduct an evaluation to determine whether it is in the best interests of the pupil to remain in independent study or to return to the regular school program. A written record of the findings of any evaluation made pursuant to this subdivision shall be maintained in the pupil's permanent record and 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.

Should YCSC choose, satisfactory educational progress can also be based on all of the following indicators:

- Pupil achievement and engagement, as measured by any of the following, as applicable:
 - Dashboard Alternative School Status indicators (progress towards “YCSC Credits Earned” average, College & Career Indicator & 1 year grad rate)
- Pupil engagement, as measured by any of the following:
 - School attendance rates,
 - High school dropout rates, and
 - High school graduation rates.
- The completion of assignments, assessments, or other indicators that evidence that the pupil is working on assignments.
- Learning requirement 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,

2) Academic Content: Independent study at YCSC shall include the provision of content aligned to grade level standards that is provided at a level of quality and intellectual challenge substantially equivalent to in-person instruction.

Independent study shall include access to all of the same current courses offered by YCSC for graduation as well as access to all of the courses that are currently approved at YCSC by the University of California or the California State University as creditable under the A-G admission criteria.

3) Tiered Reengagement: For all pupils who are not generating attendance for at least 60 percent of the instructional days in a 20 day IS cycle or who are in violation of their written agreement, YCSC shall have the following procedures including the following reengagement strategies:

*All of the same YCSC MTSS (Multi-Tiered System of Support) interventions available to classroom-based/in-person students

MTSS Interventions include:

- Tier 1: socio-emotional workshops, life skills, check ins, academic counseling, socio-emotional counseling, restorative justice practices, recognitions of academic and other achievements, trauma informed practices, engaging activities, mindfulness activities, suicide prevention strategies

- Tier 2: community building activities, small group supports for specialized populations such as parents/EL/SPED students, targeted workshops on essential topics (socioemotional development, trauma informed practices, mindfulness, leadership development)
- Tier 3: restorative and transformative justice circles and practices, intensified counseling, referrals to outside agencies for additional supports in basic resources, mental health, and other supportive services, crisis response supports

YCSC will offer all of the following tiered re-engagement in addition to MTSS interventions:

- Verifying current contact information for the pupil,
- Notifying parents or guardians of lack of participation within one school day of the absence or lack of participation,
- A plan for outreach from the school to determine pupil needs, including a connection with health and social services, as necessary,
- A pupil-parent-educator conference after less than 60% of the assignments were completed in a 20 cycle day period to review the pupil's written agreement, reconsider the independent study program's impact on the pupil's achievement and well-being, consistent with the school's policies regarding the maximum amount of time allowed between the assignment and completion of pupil's assigned work, satisfactory educational progress, and the number of missed assignments allowed before an evaluation of whether the student should be allowed to continue in independent study,

For the purposes of this policy, "pupil-parent-educator conference" means a meeting involving, at a minimum, all parties who signed the pupil's written independent study agreement, which may only include the pupil and educator if the student is an adult.

4) Opportunities for Synchronous Instruction: YCSC shall plan to provide opportunities for weekly synchronous instruction as follows for all pupils engaged in independent study:

For the purposes of this policy, weekly "synchronous instruction" means classroom-style instruction or designated small group or one-on-one instruction delivered in person, or in the form of internet or telephonic communications, and involving live two-way communication between the teacher of record and the pupil.

5) Return to In-Person Instruction: For pupils whose families wish to return to in-person instruction from independent study, YCSC shall allow the student to return expeditiously, and in no case later than five instructional days.

2021/22 Written Agreements:

Revision to YouthBuild Charter School of California
Independent Study
Written Agreement for 2021/22
(Revised & board approved on 8/04/2021 to comply with AB130)

This AGREEMENT is made and entered into as of _____, by and between the YouthBuild Charter School of California and _____ (The "Student").

This agreement is to establish a basis for awarding credits for a course that will earn credits towards the high school diploma requirements at the YouthBuild Charter School of California.

I agree to the following:

- Voluntary Statement: We understand that independent 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 must be offered the alternative of classroom instruction, and they must have the continuing option of returning to the classroom.
- That I was formally notified of my Independent Study options for the 2021/22 and informed my right to request a pupil-parent-educator conference meeting prior to enrollment, pupil rights regarding procedures for enrolling, dis-enrolling, and re-enrolling in IS, and the synchronous and asynchronous instructional time that a pupil will have access to as part of IS.
- All assignments must be completed and returned to the teacher within 20 school days.
- Satisfactory progress will be determined at the conclusion of every 20 school day cycle. Should I not be able to produce at least 60% of the work assigned in those 20 days, YCSC will conduct an evaluation to determine the provision of supplemental support via its MTSS framework, other tiered re-engagement strategies, and/or to decide if the student should continue with IS.
- The assignments will be submitted to the teacher during the weekly meeting with the teacher, via mail, or via email.
- The work will be designed to meet the learning objectives of the course and will be evaluated by the teacher to determine competence in State-required learning objectives.
- The teacher will provide the student with the required handouts to complete the course-work.
- This agreement is valid for the current trimester (12 weeks).
- Five credits will be awarded to the student for the completion of each course.

- I understand that YCSC will provide academic and other support to address my academic and/or social emotional needs. YCSC will also provide support to me if I need assistance if I am an English learner, if I am a student with exceptional needs as needed to be consistent with my individualized education program or plan pursuant to Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. Sec. 794), if I am a student in foster care, if I am a student experiencing homelessness, and if I am a student requiring mental health support.
- The option to use electronic signatures if YCSC chooses to utilize electronic signatures for written agreements.

For 2021/22: I have also been made aware that this written agreement fully complies with the 2021/22 revisions to independent study required by AB 130 and addresses at least all of the following:

- The manner, time, frequency, and place for submitting a pupil's assignments, for reporting the pupil's academic progress, and for communicating with a pupil's parent or guardian regarding academic progress.
- The objectives and methods of study for the pupil's work, and the methods used to evaluate that work.
- The specific resources, including materials and personnel that will be made available to the pupil. These resources shall include confirming or providing access for all pupils to the connectivity and devices adequate to participate in the academic program and complete assigned work.
- A statement of the policies adopted regarding the maximum length of time allowed between the assignment and the completion of a pupil's assigned work, the level of satisfactory educational progress, and the number of missed assignments allowed prior to an evaluation of whether or not the pupil should be allowed to continue in independent study. The level of satisfactory educational progress and missed assignments shall conform to the requirements specified above in this policy.
- The duration of the independent study agreement, including the beginning and ending dates for participating in independent study, recognizing that no independent study agreement shall be valid for any period longer than one school year.
- A statement of the number of course credits, or for elementary grades pupils, other measures of academic accomplishment appropriate to the agreement, to be earned by the pupil upon completion.
- A statement detailing the academic and other supports that will be provided to address the needs of pupils who are not performing at grade level, or need support in other areas such as English learners, individuals with exceptional needs as needed to be consistent with the student's individualized education program or plan pursuant to Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. Sec. 794), pupils in foster care, pupils experiencing homelessness, and pupils requiring mental health support.

Student Name:	Legal Guardian Name:
Student Signature:	Legal Guardian Signature:
Student's Date of Birth:	Date:
Grade: <input type="checkbox"/> 9 th <input type="checkbox"/> 10 th <input type="checkbox"/> 11 th <input type="checkbox"/> 12 th	Guardian's Address:
Student Phone Number:	Guardian's Phone Number:

Confirmation Date of Access to: 1) Connectivity ____/____/____ 2) Device ____/____/____
Or

Issuance Date 1) Connectivity ____/____/____ 2) Device ____/____/____

Teacher Signature: _____

Date: _____

Counselor Signature: _____

Date: _____

Revised: 8/04/2021