

## Board Policy: Olive Grove Charter School Independent Study

The Governing Board authorizes independent study as an optional alternative instructional strategy by which students may reach curriculum objectives and fulfill graduation requirements. Independent study shall offer a means of individualizing the educational plan for students whose needs may be met best through study outside of the regular classroom setting.

Olive Grove Charter School's independent study options shall be substantially equivalent in quality and quantity to classroom instruction, thus enabling students enrolled in independent study to complete the charter school's adopted course of study within the customary time frame.

The Director or designee shall ensure that a written independent study agreement, as prescribed by law, exists for each participating student. (Educational Code 51747)

No student shall be required to participate in independent study. All students shall have the alternative of classroom instruction through the resident district or county office of education. (Education Code 51747)

No individual with exceptional needs, as defined in Section 56026, may participate in independent study, unless his or her individualized education program developed pursuant to Article 3 (commencing with Section 56310) of Chapter 4 of Part 30 specifically provides for that participation. (Education Code 51745)

Students 19 years of age or older must not have dropped out of any charter school since their 19<sup>th</sup> birthday in order to participate in independent study as a part of K-12 apportionment. (Education Code 46300.1)

Each student's independent study shall be coordinated, evaluated and carried out under the general supervision of a certificated employee. (education Code 51747.5)

The Director shall report to the Board the number of pupils by category, the ADA generated by the pupils, the number of successful graduates and a description of the pupils' performance which the Board may specify.

The curriculum and methods of study specified in the written independent study agreement shall be consistent with the Board's policies, administrative regulations and procedures for curriculum and instruction. (Code of Regulations, title 5, Section 11702)

A written independent study agreement shall be executed for each participating student. Each agreement shall be signed and in effect prior to the start of reporting attendance (ADA) prior to that agreement.

The agreement shall include, but not to be limited to, all of the following (Education Code 51747):

1. The manner, frequency, times and places for submitting the student's assignments and for reporting his/her progress.
2. The objectives and methods of study for the student's work.
3. The specific resources, including materials and staff, which will be made available to the student.
4. The method used to evaluate the student's work.
5. Olive Grove Charter School's independent study policy describing the maximum length of time allowed between an assignment and its completion and the number of missed assignments which will trigger an evaluation of whether the student should be allowed to continue in independent study.
6. The beginning and ending dates for the student's participation in independent study under the agreement. No independent study agreement shall be valid for any period longer than one year.
7. A statement that independent study is an optional educational alternative in which no student may be required to participate.
8. The signatures of the student, student's parent, guardian or caretaker, if the student is less than 18 years of age, certificated employee of Olive Grove Charter School who is responsible for general supervision of independent study, and any person who has direct responsibility for providing assistance to the student.

The Board recognizes that independent study may be used as an option to encourage students to remain in school. Teachers should carefully set the duration of independent study assignments, within the limits specified by the Board in order to help identify students falling behind in their work or in danger of failing or dropping out of school.

To foster each student's success in independent study, the Board establishes the following maximum lengths of time which may elapse between the time an assignment is made and date by which the student must complete the assigned work be as follows:

1. For students in all types 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. Ten days for students in TK-3.
  - b. Ten days for students in 4-8.
  - c. Fifteen days for students in 9-12.

When special or extenuating circumstances justify a longer time for individual students, the Director or designee may approve a period not to exceed eight weeks.

2. When any pupil or student fails to complete three consecutive independent study assignments during any period of 20 school days, or misses two appointments without valid reasons, the Director or designee shall conduct an evaluation to determine whether the pupil or student should be allowed to continue in independent study. A written record of the findings of any evaluation conducted pursuant to this policy shall be maintained in the pupil's or student's permanent record. (Education code 51747)