



Newhall's Short-Term Independent Study

The Newhall School District Short Term Independent Study (IS) program is designed for students who will be missing school for at least five (5) days.

The Governing Board recognizes that from time to time it is necessary for a student to be absent for short periods of time because of family circumstances due to personal business which cannot be scheduled at regular district student holiday times, or summer recess.

The primary goal of Short Term Independent Study is to offer a means of individualizing the educational program of a student outside the regular instructional program offerings. This program will allow the student to progress academically when out of school for personal business. All courses of independent study are designed to fit the unique educational needs of the participating student.

Independent Study is permissive and the District is not obligated to permit all pupils who want to participate to do so. The teacher and school administrator, taking into consideration multiple factors related to the student's academic achievement, may grant or deny the request. A pupil may be placed on Independent Study only if the pupil can successfully, in the judgment of the teacher, accomplish his/her assignments for the agreed upon length of the IS. The teacher will decide the duration of the IS agreement. The minimum period of time for Short Term Independent Study is five school days. **(Governing Board Policy / Regulation 6158)**

The Agreement:

The school administrator shall insure that each participating student has an executed written Independent Study Agreement with the District, as prescribed by law. The Agreement contains educational objectives, resources to be used, and evaluation methods. It is signed by the student, parent, and teacher.

Independent Study agreements and any subordinate student contracts and assignments must be consistent with the District's adopted course of study.

When a student fails to complete three consecutive IS assignments an evaluation will be conducted by the teacher and school administrator to determine whether it is in the student's best interest to be allowed to continue to participate in IS. No student will be allowed to participate in the IS program when the evaluators determine that continued enrollment is not in the student's best interest.

Work Completion:

The following are the maximum lengths of time which may elapse between the date an agreement concludes and the date by which the student must complete the assigned work:

- Up to three weeks for students in grades TK-6

Legal Requirements:

Independent Study shall be for the duration of 5 days or longer. For attendance purposes, students on Independent Study will be counted as present when the following procedures are followed:

1. Students and parents meet with the classroom teacher to define a program and a short-term IS agreement is written and executed.
2. The classroom teacher reviews the student work upon completion of the agreement, accounts for minutes/hours of instruction, signs off assignment sheets, substantiates attendance records, and submits representative samples of student work.
3. The written agreement for each IS shall be maintained on file at the school.

Getting Started:

Advanced notice of the need for an Independent Study contract is critical. As soon as you know of an upcoming extended absence that qualifies for Short Term Independent Study, contact your school office or your child's teacher.

Your child's teacher will create a customized, grade-level appropriate package of assignments tailored to class assignments for the extended absence.

Why Should I Consider Short-Term Independent Study?

Participation in the Newhall School District Independent Study (IS) program is voluntary. Students participating in the IS program can receive assignments from their teachers while on an extended absence. In this way they can maximize classroom-driven educational time while away from school.

Many of the assignments that qualify for credit under this program are directly related to typical classroom reading, writing, and mathematics activities. Others can be based on a family trip.

While Independent Study is strongly recommended for absences longer than five school days, students are not required to participate in the program.



INDEPENDENT STUDY AGREEMENT

(Newhall School District Governing Board Policy/Regulation 6158)

Participation in this program is voluntary and affords your child the opportunity to maximize educational time while away from school. Independent Study shall be for the duration of 5-15 days. This is an option that parents may take advantage of which will help both the school and your child, however, no pupil may be required to participate.

Name of Pupil: _____ **Age:** _____ **Grade:** _____

Parent / Guardian: _____ **Phone:** _____

Address: _____ **City / Zip:** _____

Duration of Agreement: _____ **Beginning Date:** _____ **Ending Date:** _____

(# of days)

Specific Resources: All services, resources, textbooks, and supplies available to other pupils enrolled in the same grade are available to pupils on Independent Study. (See attached for specific educational objectives and resources that will be available).

Evaluation: Assignments will be evaluated in the same manner that they would be during the traditional school program. Attendance credit will be granted by the supervising teacher, based on the amount of work completed.

AGREEMENT: All assigned work will be completed and submitted to the classroom teacher. Assignments are due the first day the student returns to school. Full attendance credit will not be given unless all work is completed.

STUDENT:

- I understand that I have the same rights and responsibilities as other students in my grade.
- I agree to complete my assigned work by its due date and to submit it to the supervising teacher for evaluation and assessment.

Student Signature: _____ **Date:** _____

PARENT/GUARDIAN:

- I understand that the major objectives of Independent Study is to provide my child an educational alternative.
- I am responsible for supervision of my child during completion of assigned work and for ensuring the submission of all assignments for evaluation on or before the agreed upon due date.

Parent/Guardian Signature: _____ **Date:** _____

Teacher's Signature: _____ **Date:** _____



**INDEPENDENT STUDY
ACTIVITY RECORD**

Student Name: _____

Teacher Name: _____

Date: _____

CONTENT AREA	STUDENT ASSIGNED ACTIVITIES	Resources Required Book/Pagel(s), etc	Evaluation Grade	Teacher's Initials	Date
LANGUAGE ARTS		Benchmark Advanced	3+		
			3		
			2		
			1		
MATH		Bridges (Gr K – 5) College Preparatory Math (Gr 6) Dream Box	3+		
			3		
			2		
			1		
SCIENCE		Textbook Taken	3+		
			3		
			2		
			1		
HISTORY/ SOCIAL STUDIES		Textbook Taken	3+		
			3		
			2		
			1		
OTHER					

ADA CREDIT RECORD

Teacher's Signature: _____

Date: _____

DATES	Mon	Tues	Weds	Thur	Fri	Mon	Tues	Weds	Thur	Fri	Mon	Tues	Weds	Thur	Fri
ADA Credit															



Independent Home Study Program Contract

Newhall School District accepts the Inter-district or Intra-district for _____ to the Independent Home Study Program under the following conditions:

Student will participate in an Independent Home Study program provided by the Newhall School District.

Parents who wish to discontinue the services of the Independent Home Study Program in the Newhall School District will:

1. Return to their designated school of attendance, within the Newhall School District, if on an Intra-district transfer or arrange for an alternate educational program for their child.

An Intra-district transfer to the Independent Home Study Program does not entitle a student to be enrolled in the regular classroom program at any school in the Newhall District while on an intra-district transfer.

2. Return to their designated district of attendance, outside of the Newhall School District, if on an Inter-district transfer, or arrange for an alternate educational program for their child.

An Inter-district to the Independent Home Study Program does not entitle a student to be enrolled in the regular classroom program at any Newhall School District while on an inter-district transfer.

 Parent Signature

 Date



**INDEPENDENT HOME STUDY
WEEKLY ASSIGNMENT & ATTENDANCE RECORD**

Samples of all activities to be attached to this weekly assignment sheet

Student _____
 Teacher _____
 Week of _____

NEXT APPOINTMENT:
 Date: _____
 Time: _____

SUBJECT	ASSIGNMENT	Monday		Tuesday		Wednesday		Thursday		Friday	
		Text Pages, Activity	Minutes								
MATH											
LANGUAGE ARTS (Reading, Oral-Lang, Written Lang)											
SCIENCE											
SOCIAL STUDIES											
PE											
MUSIC											
ART											
TOTAL											

VERIFICATION OF HOURS WORKED:

DATES	Parent				
	Mon	Tues	Wed	Thur	Fri
Attendance: (Record complete days of attendance credit only)					

Date _____

Teacher _____

Date _____

Kindergarten: 3 hrs = 1 Day
 Primary Grades (1 - 3): 3 hrs, 50 min = 1 Day
 Upper Grades (4 - 6): 4 hrs = 1 Day

OFFICE USE ONLY

TOTAL HOURS WORKED: _____

ATTENDANCE DAYS GRANTED: _____

ATTENDANCE PERIOD: _____

Signature of Teacher / Attendance Clear _____

Student _____

Week of _____

White - Parent

Yellow - District

Pink - Attending School

Goldenrod - Residence School