

Los Alamitos Unified School District

10293 Bloomfield Street • Los Alamitos, California 90720-2200
(562) 799-4700 • Fax (562) 799-4730

Andrew Pulver, Ed.D.
Superintendent



MEMO

TO: Parents/ Guardians

DATE: 2020-2021 School Year

RE: Independent Study – Physical Education (ISPE)

FROM: Ondrea Reed, M.Ed.
Assistant Superintendent
Education Service

Attached are documents regarding Independent Study – Physical Education (ISPE). Please note that ISPE is not an exemption from physical education; Education Code 51241 specifies the reasons from granting exemptions from physical education. These guidelines do not address those exemptions.

According to Board Policy 6158, the Board recognizes independent study as an acceptable method to accommodate individual needs and interests for completing the prescribed course of study. The California Department of Education's *Independent Study Operations Manual* states, "Independent study is an alternative to classroom instruction consistent with the school district course of study and is not an alternative curriculum. It provides individual students with a choice of ways to acquire the values, skills and knowledge all student should gain as verified in a written agreement."

The principal or principal's designee will be responsible for processing the ISPE applications at the school site. Final approval will be made by the Independent Study Review Team under the direction of the Assistant Superintendent of Educational Services or his/her designee. Completed applications shall be kept at the school site and at the District Office.

For more information on California's Physical Education standards, see the California Department of Education's website at www.cde.ca.gov/challenge/pe.html.

To be considered for ISPE for the 2020-2021 school year an application must be received by July 8, 2020. Any application received after this date will NOT be considered for ISPE as outlined in LAUSD Administrative Regulation 6158.

Steps for application completion:

1. Pick up and complete an annual application.
2. Drop off completed application with supporting documents attached at (6-12) school site or the District Office and await ISPE review, within 30 days of submittal.
 - ⇒ For immediate review of application attend an ISPE Open Review Opportunity at the LAUSD Administration Offices, 10293 Bloomfield Street, Los Alamitos. A review takes 10-15 minutes, and no appointment is needed during the Open Review timeframes below.

April 27, 2020 (2:00PM – 4:00PM)

May 19, 2020 (8:30 AM – 10:00 AM and 3:00PM – 4:00PM)

June 2, 2020 (1:00PM – 3:00PM)

For more information on ISPE Open Review Opportunities, please contact Melissa Davis, Director of Assessment & Accountability (562) 799-4700 ext. 80462.

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Off-Campus Independent Study Physical Education Application Overview

Independent Study in Physical Education (ISPE) is an educational option designed by the California Department of Education (CDE) and approved by the Los Alamitos Unified School District. (LAUSD). ISPE affords students the opportunity to extend physical education learning activities beyond the school campus, as well as allows students to advance their study in activities not available in the District's physical education program. To this end, ISPE must represent a significantly different program from one offered in school, and involve an activity in which the applicant has become **highly competitive at a national, international or Olympic level**. Documents to support such standing are required.

ISPE is available to any new or continuing student entering grades 6-12. The ISPE application/agreements are available at all secondary school sites, and school counselors and administrators are available to answer questions and provide guidance for students and families interested in learning more about ISPE. In addition, interested families could attend an IPSE Open Review Workshop to have their application reviewed. A major factor in determining the acceptance of an ISPE request is the difference between a recreational and a highly competitive program in one discipline of athletics.

Criterion that DOES NOT qualify for ISPE

- Student concurrently participating in two or more sports, even if the participation level is 12 hours or more per week.
- Student participating on a "travel team" and/or receives individualized coaching for their sport/activity of preference (i.e. hitting coach, pitching coach, etc.)
- Student participating in local or club athletics (i.e. AYSO, NJB, Pop Warner Football, Friday Night Lights, Recreational Dance, etc.)
- Student participating in individualized weight training, strength training or conditioning.
- For grades 9-12: Student applying for ISPE in a sport that is currently in season. Example: Application for ISPE swimming is submitted for the spring semester when spring is the season of sport for high school swimming.

All of the following conditions and guidelines must be met fifteen (15) calendar days prior to the beginning of the semester the applicant is applying for ISPE approval:

1. Application form and all included paperwork shall be completed and submitted to the site administrator in charge of ISPE 15 calendar days before the beginning of each semester for which the application/agreement is being submitted.
2. Student must demonstrate at least one (1) year or more of highly competitive participation in the sport/activity for which they are applying.
3. Students applying for ISPE must include the most current individual ranking with the application. Rankings must be at a national level. (Rankings at a novice, beginners or primary competition do not meet the requirements.)
4. Verifying signatures from the applicant, the applicant's parent/guardian, and the applicant's instructor/coach.
5. Instructor's qualifications and resume for supervision of activity (i.e. Proof of Instructor's Certification by state or national coaching organization, etc.).
6. Learning Plan completed by the instructor/coach.

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Independent Study – Physical Education (ISPE) Application Packet

The memo, Board Policy, and Administrative Regulation 6158 contain information for parent and student use only; you do not need to return them with your completed application.

Complete the five pages beginning with “Individual Plan.”

When listing long-range and intermediate goals, refer to the green document “Challenge Standards for Student Success/Physical Education/Grades 9-12” and review Standards 1-7 to help you word your goals.

If the coach/instructor has a printed resume that answers the question on the resume form in the application packet, include the resume in your application packet and write “see attached” across our form.

Written verification of the level of competition is required and should be attached to the completed application. Verification could be in the form of results from a recent event that contains the name and date of the competition/meet/performance, the student’s name, and the student’s placement. Written verification could also be in the form of a letter signed by the coach/instructor stating what events the student is preparing to participate in during the current school year. All verifications must be at a highly competitive national level. (Ex: If a student is competing at a national competition in a beginner or novice level, they would not qualify for independent study PE.)

Checklist: (Please make sure the following have been completed prior to submission of an ISPE application)

- ☐ Reviewed Board Policy 6158 and Administrative Regulation 6158 for ISPE
- ☐ Completed “Individual Plan” (6158-5, Pages 1-2)
- ☐ Completed “Contract” (6158-6)
- ☐ Completed “Coach/Instructor Resume Form” (6158-9)
- ☐ Completed “Waiver, Release, and Indemnity Agreement” (6158-9)
- ☐ Completed “Weekly Schedule” signed by Coach/Instructor
- ☐ Completed top section of the ISPE “PE Checklist”

LOS ALAMITOS UNIFIED SCHOOL DISTRICT
INDEPENDENT STUDY – PHYSICAL EDUCATION (ISPE)

CONTRACT

The undersigned have requested the opportunity to have the student named participate in physical activity as an alternative to a regular Physical Education class or program at the school of residence, and understand that the student must acquire the values, skills and knowledge required by the State of California. The undersigned have read, understand and agree with the following terms of agreement.

1. The student applicant is enrolled as a student in grades 6-12 in the Los Alamitos Unified School District.
2. The student's parent(s)/guardian(s) currently reside in the boundaries of the Los Alamitos Unified School District or have completed and had approved a request for an interdistrict permit.
3. The student's parent(s)/guardian(s) hold harmless the Los Alamitos Unified School District for any illness or injuries incurred by the student in the performance of the physical activities or any other forms of participation in the terms of the Individual Plan, including transportation to and from the Independent Study site.
4. The undersigned agree to meet all terms of this contract, the student's Individual Plan, the Policy, Regulation, and Procedures of the Los Alamitos Unified School District.
5. The undersigned agree that the failure on the part of the applicant, applicant's parent(s)/guardian(s) coach/instructor/trained specialist to meet any terms of the contract or the applicant's Individual Plan may result in the termination of this contract.
6. Students participation in ISPE will be revoked if any Los Alamitos Unified School District criteria of Administrative Reg 6158 is not met.

Signatures: We have read and agree with the conditions of this contract.

Applicant's Parent/Guardian _____ Date _____

Student Applicant _____ Date _____

Coach/Instructor _____ Date _____

Principal/Designee _____ Date _____

Asst. Supt. Ed Services _____ Date _____

Please attach:

- ___ National/Olympic-Level Rankings (Dated within the last calendar year)
- ___ Verification of applicant's regular participation/competition at a highly competitive or national level for at least one year immediately prior to applying for ISPE
- ___ Weekly Schedule Signed by Coach (LAUSD Weekly Schedule Form or Official Institution Record of Participation)
- ___ Coach/Instructor Resumé Form (6158-9)
- ___ ISPE Waiver, and Indemnity Agreement (6158-9)
- ___ ISPE Individual Plan (6158-5)

*Failure to meet these terms or provide adequate supporting documentation,
will result in a non-qualification for Independent Study Physical Education.*

**LOS ALAMITOS UNIFIED SCHOOL DISTRICT
INDEPENDENT STUDY-PHYSICAL EDUCATION**

COACH/INSTRUCTOR RESUME FORM

Name _____ Date _____

Title/Position _____ Organization _____

Address _____ Phone _____

Website _____ Email _____

Name of Organization President/Representative _____

Phone number of above _____

Professional Preparation _____

Previous Positions/Assignment/Employment _____

Membership in Professional Organizations _____

Additional information you feel is pertinent _____

Credentials/Licenses Held _____

Signature _____ Date _____

**LOS ALAMITOS UNIFIED SCHOOL DISTRICT
INDEPENDENT STUDY-PHYSICAL EDUCATION (ISPE)**

**WAIVER, RELEASE, AND INDEMNITY AGREEMENT:
ASSUMPTION OF RISK FOR PARTICIPATION IN ISPE PROGRAM**

Student _____ School _____
Description of Sport / Activity _____
Date(s) of Sport / Activity _____ Location _____

**Transportation: Transportation arrangements are the sole responsibility of the parent/guardian.
Supervision: The voluntary ISPE is part of the curriculum of the Los Alamitos Unified School District;
however, when participants are at the activity location, there will be no District supervision whatsoever.**

By my signature below, I hereby give permission for my son/daughter to participate in the Los Alamitos Unified School District's ISPE as outlined above. I understand that this activity could cause serious illness and/or injury or death, and I assume all risks for any such illness and/or injury or death. I am aware of the transportation arrangements for this activity and acknowledge that the school is providing no transportation; the parent has complete and sole responsibility for all transportation arrangements. I am aware that the District does not provide coverage for medical treatment or liability in connection with this activity.

For and in consideration of permitting the above-named student to participate in the activity described above, the undersigned hereby voluntarily releases, discharges, waives, and relinquishes any and all actions or causes of action for personal injury, bodily injury, property damage, or wrongful death occurring to him/herself arising in any way whatsoever as a result of engaging in said activity or any activities incidental thereto wherever or however the same may occur and for whatever period said activities may continue. The undersigned does for him/herself, his/her heirs, executors, administrators and assigns prosecute, present any claim for personal injury, bodily injury, property damage, or wrongful death against the Los Alamitos Unified School District (District) or any of its officers, agents, servants, or employees for any of said causes of action, whether the same shall arise by the negligence of any of said persons, or otherwise.

I fully understand that participants are to abide by all rules and regulations governing conduct during this activity. Any violation of these rules and regulations may result in that individual not being allowed to participate in the activity.

The undersigned hereby acknowledges that he/she knowingly and voluntarily assumes all risks of bodily injury to his/her child, as stated, and expressly acknowledges their intention, by executing this instrument, to exempt and relieve the District, its officers, agents, and employees, from any liability for personal injury, bodily injury, property damage or wrongful death that may arise out of or in any way be connected with the above-described activity. I have read the foregoing and have voluntarily signed this agreement. I am aware of the potential risks involved in this activity and I am fully aware of the legal consequences of signing this instrument. I further acknowledge that the District does not provide liability insurance for this program, nor does the District provide medical coverage for participants in this activity.

Parent/Guardian Signature

Participant Signature

Parent/Guardian Name (Please print)

Date

Phone Number

Address

City

State

Zip Code

LOS ALAMITOS UNIFIED SCHOOL DISTRICT
INDEPENDENT STUDY – PHYSICAL EDUCATION (ISPE)

INDIVIDUAL PLAN

(To be completed by the parent/guardian, coach/instructor and student)

Student Name _____ Telephone Number _____

Address _____

School Year _____ School Attended _____ Grade in 19-20 _____

Sport/Activity _____

Name of Coach/Instructor _____

Group/Club Affiliation _____

Group/Club's website _____

Reason(s) for requesting ISPE: _____

Please list a minimum of three long-range goals which are aligned with the *California Framework in Physical Education* and the California Physical Education standards:

Please list a minimum of three intermediate goals which are aligned with the *California Framework in Physical Education* and the California Physical Education standards:

Detailed schedule or list of daily activities by which the student will achieve the listed intermediate and long-range goal(s). The students weekly schedule must be signed by the coach.

Name of coach/instructor/trained specialist who will be providing instruction:

Date Range of Participation in Athletic Sport or Discipline: _____

Title of person listed above: _____

Plan completed by: _____

Student's Signature Parent/Guardian Signature

Plan completed by: _____

Coach/Instructor's Signature Principal's/Asst. Principal's Signature

Plan approved by ISPE review team: ☐ Yes ☐ No

Signature of Assistant Superintendent of Educational Services or Designee

LOS ALAMITOS UNIFIED SCHOOL DISTRICT
INDEPENDENT STUDY – PHYSICAL EDUCATION (ISPE)
WEEKLY SCHEDULE
 (To be completed and signed by coach/instructor)

Student Name: _____

Directions: *Please clearly label training commitments and type of training completed M-F with the appropriate time frames.*

Time Frame	Monday	Tuesday	Wednesday	Thursday	Friday
Total Hours					
Total Hours Per Week					

Practice/Training Organization/Facility: _____ Supervisory Coach/Instructor (please print): _____

Coach Phone Contact: _____ Coach Email Contact: _____

Plan completed by: _____
 Coach/Instructor's Signature



Los Alamitos Unified School District Independent Study PE Checklist

Student Name: _____

School: _____ Grade in 19-20: _____

ISPE Renewal? ☐ Yes ☐ No

(6-8) Application for: ☐ Period 1 ☐ Period 7

(9-12) Application for: ☐ Period 1 ☐ Period 6

(To be compelled by ISPE Review Team)

APPLICATION DOCUMENTS	Meets Qualifications (Y/N)
Individual Student Plan	
ISPE Contract	
Coach/Instructor Resume	
ISPE Wavier	
SUPPORTING DOCUMENTS	
National Rankings	
Weekly Schedule signed by the Coach <i>(Including a contact phone number)</i>	
Verification of Regular Participation/Comeptition	

NOTES:

ISPE Review Team Member: _____

Date: _____

Contact Information: _____

Rev. March 2019



Los Alamitos Unified School District

Administrative Regulation 6158

Independent Study – Physical Education (ISPE)

This program is available to students who are engaged in a district recognized and approved preparation program for national, international or Olympic-level competition. Verification of the applicant's abilities or achievements is required.

1. A program of Independent Study - Physical Education (ISPE) shall be based on the individual needs of a student as specified in an individual plan and contract which is aligned with the *California Framework in Physical Education* and the California Physical Education standards.
2. The individual plan which shall be developed by the parent(s) or guardian(s), instructors/coaches, and student shall include:
 - a. A statement outlining the student's reasons for requesting ISPE.
 - b. A statement of the student's long range goal(s), which is/are aligned with the *California Framework in Physical Education* and the California Physical Education standards.
 - c. A statement of intermediate goal(s) which is/are aligned with the *California Framework in Physical Education* and the California Physical Education standards.
 - d. A timeline for the achievement of the goals and completion of the contract.
 - e. A statement of list of the daily activities by which the student will achieve the listed intermediate goals.
 - f. A statement of the manner in which the listed daily activities will be evaluated.
 - g. The name, title, and qualifications of the coach, trained specialist, or instructor who will provide instruction.
 - h. Instruction/practice must take place in a licensed facility under direct supervision of a credentialed or otherwise qualified instructor.
 - i. Verification of the applicant's abilities or achievements is required. Student must have reached a level of ability that could qualify them as national or Olympic athletes.
 - j. The instructor must complete a monthly log verifying instruction and progress on long and short range goals. A Performance Evaluation Report must be signed and submitted on a quarterly basis.
 - k. Parents/guardians must sign a release of liability allowing students to leave campus. The parents/guardians assume full responsibility and liability for the transportation and safety while the student is off campus participating in the approved activity.
 - l. In order to continue in ISPE, the student must maintain verification of a 2.0 overall grade point average (GPA) or better in the semester in which ISPE was approved.
 - m. The signatures of the student, student's parents or guardian and the trained specialist(s) or any person other than school staff who will be supervising or instructing the student.
 - n. Approval of the Independent Study Review Team.
3. The Assistant Superintendent of Educational Services or his/her designee is responsible for the Independent Study - Physical Education program.
4. The district and school shall maintain an Independent Study - Physical Education file for each student in the program. That file shall include, but not be limited to, the following:
 - a. A copy of the Board Policy, Rules and Regulations and Procedures related to the program.
 - b. A copy of all contracts or agreements pertaining to the student.

5. Students participating in this program shall spend a minimum of twelve (12) hours per week in physical training (excluding competition or performances) for a period of time of not less than eighteen (18) weeks per semester (a total of 216 hours per semester).
6. At Los Alamitos High School, students in grades 9-12 participating in this program may earn five (5) units of graduation credit for physical education per semester. A limit of twenty (20) units of credit in physical education may be earned and applied in this program toward graduation requirements during the four years of high school.
7. A grade of pass or fail shall be issued by the principal's designee who is a credentialed teacher and shall be based upon an evaluation of the information supplied by the student's coach, instructor or trained specialist.
8. Students may not take ISPE and regular physical education simultaneously.
9. Students in grades 6-12 participating in this program must maintain a record of no less than a 2.0 overall semester grade point average.
10. Failure on the part of the student, parents, coach or instructor to meet any terms of the contract or the student's Individual Plan may result in the forfeiture of the privilege of the program.
11. Students in grade 7 and grade 9 taking ISPE shall complete the State Physical Fitness Test on their campus of attendance. The student's participation in said testing shall occur during regular school hours, during the State-required annual assessment window, and may require the student to be pulled from other classes in order to complete State Physical Fitness Testing.

Procedures for Independent Study - Physical Education

1. This Independent Study Program applies to students in grades 6-8 and students in comprehensive high school grades 9-12 who are engaged in a district recognized and approved preparation program for national, international, or Olympic level competition.
 - a. The maximum length of the contract for this program is for one (1) school year.
 - b. The contract may be renewed yearly by re-application no later than 15 days (grades 9-12) before the semester that the request is being made will begin.
 - c. An individual plan must be completed, and all signatures must be obtained for program approval.
 - d. All conditions of the contract must be completed before a pass or fail grade and credit for the program may be issued.
 - e. Failure to meet the conditions of the contract shall result in a review and potential drop from the program and a loss of credit for the semester in progress.
 - f. Students must have at least one year of high level competitive experience in the program for which they are participating in fulfill their P.E. requirement.
* High level competitive experience can be defined as national, international, and/or Olympic caliber.
2. Individual Plan for Independent Study - Physical Education
 - a. Student obtains forms for the plan from the school principal or designee.
 - b. Student, parent or guardian and coach, instructor or trained specialist complete all sections of the plan.

- c. The Individual Plan is presented to the principal or designee for signature at least fifteen (15) working days before the beginning of the semester in which the independent study is requested. (The principal's or designee's signature indicates the plan meets all conditions of this Independent Study Program.)
- d. The principal shall forward the plan to the Assistant Superintendent of Educational Services or designee for review, approval or denial by the Independent Study Review Team.
- e. The Assistant Superintendent or designee shall sign the plan and inform the school of program acceptance.
- f. The principal or designee shall communicate information regarding acceptance or denial to the applicant.
- g. The student's school class schedule shall be adjusted appropriately as possible within the schedule limitations of the school.
- h. The accepted student shall begin the program and complete all requirements.
- i. One (1) copy of the plan shall be returned to the parent/student, one (1) copy shall be retained in the principal's or designee's office, and one (1) copy shall be retained at the District Office.

3. Contract

- a. Student, parent/guardian, and coach, instructor, or trained specialist must read and sign the contract.
- b. The contract is presented to the school principal or designee for signature and for information only.
- c. The principal or designee shall forward the contract to Assistant Superintendent of Educational Services or designee for approval or denial and signature.
- d. The Assistant Superintendent or designee shall communicate information regarding acceptance or denial to the applicant.
- e. One (1) copy of the contract shall be returned to the parent/guardian, and one (1) copy shall be retained in the principal's or designee's office.

4. Daily Log of Activities

- a. The log shall be maintained by the coach, instructor, or trained specialist.
- b. The log shall accurately reflect the student's daily activities.
- c. The log shall accurately reflect the student's daily attendance record.
- d. The log shall accurately reflect the number of hours the student is involved in work-out or practice daily.
- e. The log shall be reviewed for accuracy and authenticity by the coach or instructor prior to signature.
- f. The log shall not be signed by any person other than the coach or instructor approved in the contract.
- g. The log shall be submitted to the principal's designee at the end of each month.
- h. The log must indicate long range and intermediate goals aligned with the *California Framework in Physical Education* and the California Physical Education standards.
- i. Failure to complete and submit the log may result in a review and termination of the program.
- j. One (1) copy of each of the log sheets submitted should be retained by the coach or instructor and parent/student.

5. Attendance

- a. The student's attendance in the school shall not be affected by this program.
- b. The student shall have daily attendance in the approved program unless excused for reason accepted by the school for excused absences.

- c. Students in grades 6-8 shall be assigned six (6) regular classes plus one (1) Independent Study Class, and students in grades 9-12 shall be assigned five (5) regular classes plus one (1) Independent Study Class.
 - (1) The Independent Study - Physical Education class may be assigned:
 - a. Grades 6-8 period 1 or period 7.
 - b. Grades 9-12 period 1 or period 6.
 - (2) The arrangements for the use of time during this Independent Study-Physical Education period will be the responsibility of the principal or designee.
- d. The student's daily attendance in the program shall be verified by the coach's or instructor's signature on the daily log.

6. Intermediate and Long Range Goals

- a. It is required that statements be submitted outlining the student's long range and intermediate goals that are aligned with the *California Framework in Physical Education* and the California Physical Education standards.
- b. These statements shall be a part of the student's individual plan.

7. Daily Activities

- a. The instructor/coach shall be required to submit a statement outlining the daily activities by which the student will achieve the listed long range and intermediate goals.
 - (1) These activities shall be supervised by a coach, instructor or trained specialist.
 - (2) These activities shall be reflected in the student's daily log and shall be a part of the student's individual plan.
- b. Students shall spend a minimum of eighteen (18) weeks per semester, a total of 216 hours, in daily physical activities related to the program.
- c. Students shall spend a minimum of twelve (12) hours per week in the daily physical activities related to the program.

8. Qualifications of Coach, Instructor or Trained Specialist

- a. The coach, instructor or trained specialist of a program considered for approval shall be required to submit to the site designee, a resume of qualifications.
- b. The resume shall include, but not be limited to, the following:
 - (1) Name and title
 - (2) Address
 - (3) Telephone number
 - (4) Name of organization representative or president
 - (5) Telephone number of organization
 - (6) Website of organization
 - (7) Proof of national and/or international coaching status
 - (8) Previous similar positions held
 - (9) Professional organizations or affiliations
 - (10) Additional information (i.e. past competitive experience of coach)
 - (11) Credentials/licenses held

9. Evaluation

- a. Students shall be evaluated each semester.
 - (1) The evaluation shall be made by the coach, instructor or trained specialist and the principal or designee.

- (2) The evaluator shall use the following as a basis for evaluation:
 - Daily Log of Activities
 - Participant Evaluation Form
- (3) The required evaluation form must be submitted to the principal or designee one week prior to the end of the semester.

10. Grades

- a. Students will be assigned a grade of pass or fail for each of the grading periods (first, second, third and fourth report periods and first and second semesters).
- b. Students will be assigned a grade of pass or fail based upon the items enumerated in the Participant Evaluation Form and the Daily Activities Log.
- c. The coach, instructor or trained specialist who works directly with the student will have input on the grade.
- d. The principal or designee will be directly responsible for the assignment of the student's grades.
- e. The school registrar or clerk will post the grade on the student's permanent record.

11. Credit

- a. Students in grades 9-12 participating in this program may earn up to twenty (20) units of graduation credit for physical education during their four years of comprehensive high school.
- b. Failure to complete and submit the daily logs and evaluation forms as required or failure to meet the required twelve (12) hours per week of instruction may result in a drop from the program and a loss of credit for the semester in progress.

Los Alamitos USD
Board Policy
BP 6158
Instruction

Independent Study

The Governing Board authorizes independent study as an optional alternative instructional strategy for eligible students in grades K-12 whose needs may be best met through study outside of the regular classroom setting. Independent study shall offer a means of individualizing the educational plan to serve students who desire a more challenging educational experience, whose health or other personal circumstances make classroom attendance difficult, who are unable to access course(s) due to scheduling problems, and/or who need to make up credits or fill gaps in their learning. As necessary to meet student needs, independent study may be offered on a full-time basis or on a part-time basis in conjunction with part- or full-time classroom study.

(cf. 5147 - Dropout Prevention)
(cf. 6011 - Academic Standards)
(cf. 6143 - Courses of Study)
(cf. 6146.1 - High School Graduation Requirements)
(cf. 6146.11 - Alternative Credits Toward Graduation)
(cf. 6172 - Gifted and Talented Student Program)

The Superintendent or designee may provide a variety of independent study opportunities, including, but not limited to, through a program or class within a comprehensive school, an alternative school or program of choice, and an online course.

(cf. 6181 - Alternative Schools/Programs of Choice)

A student's participation in independent study shall be voluntary. Students participating in independent study shall have the right, at any time, to enter or return to the regular classroom mode of instruction. (Education Code 51747; 5 CCR 11700)

Parents/guardians of students who are interested in independent study shall contact the Superintendent or designee. The Superintendent or designee shall approve independent study for an individual student only upon determining that the student is prepared to meet the district's requirements for independent study and is likely to succeed in independent study as well as or better than he/she would in the regular classroom setting.

The minimum period of time for any independent study option shall be five consecutive school days.

Written Agreements

The Superintendent or designee shall ensure that a written master agreement and, as appropriate, a learning agreement for students participating in course-based independent study exist for each participating student as prescribed by law. (Education Code 51747, 51749.5)

The master agreement shall specify the length of time in which each independent study assignment must be completed. Because excessive leniency in the duration of independent study assignments may result in a student falling behind his/her peers and increase the risk of dropping out of school, independent study assignments shall be no more than one week for all grade levels and types of program. However, when necessary based on the specific circumstances of the student's approved program, the Superintendent or designee may allow for a longer period of time between the date an assignment is made and when it is due, up to the termination date of the agreement.

An evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student misses three assignments, unless the student's written agreement specifies a lower or higher

number of missed assignments based on the nature of the assignments, the total number of assignments, and/or other unique circumstances.

Student-Teacher Conferences

Supervising teachers in long-term or full-time independent study should establish an appropriate schedule for student-teacher conferences in order to help identify students falling behind in their work or in danger of failing or dropping out of school. Teachers are expected to monitor student progress and work closely with each student to determine the amount and type of contact needed for the student to be successful in the program.

Missing appointments with the supervising teacher without valid reasons may trigger an evaluation to determine whether the student should remain in independent study.

Legal Reference:

EDUCATION CODE

17289 Exemption for facilities
42238.05 Local control funding formula; average daily attendance
44865 Qualifications for home teachers and teachers in special classes and schools
46200-46208 Instructional day and year
46300-46307.1 Methods of computing average daily attendance
47612.5 Independent study in charter schools
48204 Residency
48206.3 Home or hospital instruction; students with temporary disabilities
48220 Classes of children exempted
48340 Improvement of pupil attendance
48915 Expulsion; particular circumstances
48916.1 Educational program requirements for expelled students
48917 Suspension of expulsion order
49011 Student fees
51225.3 Requirements for high school graduation
51745-51749.6 Independent study programs
56026 Individuals with exceptional needs
58500-58512 Alternative schools and programs of choice

FAMILY CODE

6550 Authorization affidavits

CODE OF REGULATIONS, TITLE 5

11700-11703 Independent study
19819 State audit compliance

Policy LOS ALAMITOS UNIFIED SCHOOL DISTRICT

adopted: August 18, 2015 Los Alamitos, California