

Regulation 6158: Independent Study

Status: PENDING

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07/26/2021

Definitions

Live interaction means interaction between the student and classified or certificated staff, and may include peers, provided for the purpose of maintaining school connectedness, including, but not limited to, wellness checks, progress monitoring, provision of services, and instruction. This interaction may take place in person, or in the form of Internet or telephonic communication. (Education Code 51745.5)

Student-parent-educator conference means a meeting involving, at a minimum, all parties who signed the student's written independent study agreement pursuant to Education Code 51747 or the written learning agreement pursuant to Education Code 51749.6. (Education Code 51745.5)

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 and student. Synchronous instruction shall be provided by the teacher of record for that student pursuant to Education Code 51747.5. (Education Code 51745.5)

Educational Opportunities

For the 2021-22 school year, the District shall offer independent study to meet the educational needs of students as specified in Education Code 51745 unless the District has obtained a waiver. (Education Code 51745)

Educational opportunities offered through independent study may include, but are not limited to: (Education Code 51745)

- 1. Special assignments extending the content of regular courses of instruction*
- 2. Individualized study in a particular area of interest or in a subject not currently available in the regular school curriculum*
- 3. Individualized alternative education designed to teach the knowledge and skills of the core curriculum, but not provided as an alternative curriculum*
- 4. Continuing and special study during travel*
- 5. Volunteer community service activities and leadership opportunities that support and strengthen student achievement*

6. Individualized study for a student whose health, as determined by the student's parent/guardian, would be put at risk by in-person instruction

In addition, when requested by a parent/guardian due to an emergency or illness, independent study may be used on a short-term basis to ensure that the student is able to maintain academic progress in the student's regular classes.

No course required for high school graduation shall be offered exclusively through independent study. (Education Code 51745)

~~No individual with exceptional needs, as defined in Education Code 56026, may participate in independent study unless his/her individualized education plan (IEP) specifically provides for such participation. (Education Code 51745)~~

~~No more than 10% of the students enrolled in Continuation or Opportunity Education may be on independent study at any given time. (Education Code 51745) Note: Pregnant and/or parenting students are excluded from this limit. The number of students is based on ADA as reported on J-18/19, page 2 form.~~

~~No temporarily disabled student may receive individual instruction pursuant to Education Code 48206.3 by means of independent study. (Education Code 51745) Note: Home and hospital instruction may not be provided through independent study. However, if the student/parents/guardians and district agree, the student may instead receive instruction through independent study as an alternative to home and hospital instruction.~~

~~(cf. 6183—Home/Hospital Instruction)~~

Students enrolling

Equivalency

The District's independent study option shall be substantially equivalent in quality and quantity to classroom instruction to enable participating students to complete the District's adopted course of study within the customary timeframe. Students in independent study shall have access to the same services and resources that are available to other students in the school and shall have equal rights and privileges. (5 CCR 11700, 11701.5)

Students participating in independent study must be residents of the county or an adjacent county shall have access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work. (Education Code 51747.3)

~~Class size reduction funding is not available for any student enrolled in independent study.~~

~~Students must meet the following minimum attendance requirements:~~

Type of Program
Time Requirement

Grades 7-12

240 minutes per day

Continuation/Opportunity

180 minutes per day

Adult

180 minutes per day

Education Code 46141, 46142, 46145, 46147, 46170, 46190

The District shall not provide independent study students and **their** parents/guardians with funds or items of value that are not provided for other students and **their** parents/guardians. (~~Education Code 46330.6, 51747.3~~) **Providing access to Internet connectivity and local educational agency-owned devices adequate to participate** in the regular program may be offered to students 19 or 20 years of age only if they have been continuously enrolled **an independent study program and complete assigned work consistent with Education Code 51747, or to participate** in school since their 18th birthday. **an independent study course, as authorized by Education Code 51749.5, shall not be considered funds or other things of value.** (Education Code 46300.4)~~6, 51747.3~~)

Eligibility for Independent Study

(cf. 6200—Adult Education)

Students are eligible for independent study as authorized in law, and as specified in Board policy and administrative regulation.

For the 2022-23 school year and thereafter, the Superintendent or designee may approve the participation of a student who demonstrates the motivation, commitment, organizational skills, and academic skills necessary to work independently provided that experienced certificated staff are available to effectively supervise students in independent study. The Superintendent or designee may also approve the participation of a student whose health would be put at risk by in-person instruction. A student whose academic performance is not at grade level may participate in independent study only if the program is able to provide appropriate support, such as supplemental instruction, tutoring, counseling, ongoing diagnostic assessments, and/or differentiated materials, to enable the student to be successful. For an elementary student, the Superintendent or designee may consider the parent/guardian's level of commitment to assist the student.

A student participating in independent study must be a resident of the county or an adjacent county. Full-time independent study shall not be available to students whose District residency status is based on their parent/-guardian's employment within District boundaries:—(**pursuant to** Education Code 48204. (Education Code 46300.2, 51747.3)

A student with disabilities, as defined in Education Code 56026, shall not participate in independent study unless the student's individualized education program specifically provides for such participation. (Education Code 51745)

A temporarily disabled student shall not receive individual instruction pursuant to Education Code 48206.3 by means of independent study. (Education Code 51745)

Students age 21 or older, and students age 19 or older who have not been continuously enrolled in school since their 18th birthday, may participate in independent study only through the adult education program for the purpose of enrolling in courses required for a high school diploma by Education Code 51225.3 or the Governing Board. (Education Code 46300.1, 46300.4)

No more than 10 percent of the students enrolled in a continuation high school or opportunity school or program, not including pregnant students and parenting students who are primary caregivers for one or more of their children, shall be enrolled in independent study. (Education Code 51745)

Monitoring Student Progress

The independent study administrator and/or supervising teacher shall promptly and directly address any failure by the student to meet the terms of the student's written agreement. The following supportive strategies may be used:

- 1. A letter to the student and/or parent/guardian**
- 2. A meeting between the student and the teacher and/or counselor**
- 3. A meeting between the student and the independent study administrator, including the parent/guardian if appropriate**
- 4. An increase in the amount of time the student works under direct supervision**

~~(cf. 5111.12 Residency Based on Parent/Guardian Employment)~~

When the student has failed to make satisfactory educational progress or missed the number of assignments specified in the written agreement as requiring an evaluation, the Superintendent or designee shall conduct an evaluation to determine whether or not independent study is appropriate for the student. This evaluation may result in termination of the independent study agreement and the student's return to the regular classroom program or other alternative program.

A written record of the findings of any such evaluation shall be treated as a mandatory interim student record which shall be maintained for three years from the date of the evaluation. (Education Code 51747)

Responsibilities of Independent Study Administrator

The responsibilities of the independent study administrator include, but are not limited to:

- 1. Recommending certificated staff to be assigned as independent study teachers at the required teacher-student ratios pursuant to Education Code 51745.6 and supervising staff assigned to independent study functions who are not regularly supervised by another administrator**
- 2. Approving or denying the participation of students requesting independent study**
- 3. Facilitating the completion of written independent study agreements**
- 4. Ensuring a smooth transition for students into and out of the independent study mode of instruction**
- 5. Approving all credits earned through independent study**

6. Completing or coordinating the preparation of all records and reports required by law, Board policy, or administrative regulation

Assignment and Responsibilities of Independent Study Teachers

Each student's independent study shall be coordinated, evaluated, and carried out under the general supervision of a ~~certificated employee.~~ (Education Code 51747.5 **District employee who possesses a valid certification document pursuant to Education Code 44865 or emergency credential pursuant to Education Code 44300, registered as required by law, and who consents to the assignment. (Education Code 44865, 51747.5; 5 CCR 11700)**)

~~Independent study may be an appropriate option for a student who is expected to be absent from school for five (5) or more consecutive days. (Education Code 46300 (e) (1))~~

Criteria for Participation

~~Students who are interested in independent study should contact their school principal. Approval for participation shall be based on the following criteria:~~

- ~~1. An acceptable reason for requesting independent study.~~
- ~~2. Evidence that the student will work independently to complete the program.~~
- ~~3. Availability of experienced certificated staff with adequate time to supervise the student effectively.~~
- ~~4. A written statement indicating educational objectives, how the objectives will be accomplished, and how progress toward the objectives will be measured.~~

Written Agreements and Assignments

~~**A**~~ **The ratio of student average daily attendance for independent study students age 18 years or younger to full-time equivalent certificated employees responsible for independent study shall not exceed the equivalent ratio for all other education programs in the District, unless a new higher or lower ratio for all other educational programs offered is negotiated in a collective bargaining agreement or the District enters into a memorandum of understanding that indicates an existing collective bargaining agreement contains an alternative ratio. (Education Code 51745.6)**

The responsibilities of the supervising teacher shall include, but are not limited to:

- 1. Completing designated portions of the** written independent study agreement shall be executed for each participating student. The agreement shall include, but not be limited to, all of the following: **and signing the agreement**
- 2. Supervising and approving coursework and assignments**
- 3. Maintaining records of student assignments showing the date the assignment is given and the date the assignment is due**

4. ***Maintaining a daily or hourly attendance register in accordance with item #4 in the section on "Records for Audit Purpose" in the accompanying Board policy***
5. ***Providing direct instruction and counsel as necessary for individual student success***
6. ***Regularly meeting with the student to discuss the student's progress***
7. ***Determining the time value of assigned work or work products completed and submitted by the student***
8. ***Assessing student work and assigning grades or other approved measures of achievement***
9. ***Documenting each student's participation in live interaction and/or synchronous instruction pursuant to Education Code 51747) on each school day for which independent study is provided.***

The Superintendent or designee shall ensure that independent study teachers have access to professional development and support comparable to classroom-based teachers.

1. ~~_____ The manner, frequency, time, and place on each school day for submitting the student's assignments and for reporting his/her progress.~~
2. ~~_____ The objectives and methods of study for the student's work and the methods used to evaluate that work.~~
3. ~~_____ The specific resources, including materials and staff, which will be made available to the student.~~
4. ~~A copy of the district'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 is provided~~
5. ~~_____ The duration of the independent study agreement, including 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 semester.~~
6. ~~_____ A statement of the number of course credits or other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion.~~
7. ~~_____ A statement that independent study is an optional educational alternative in which no student may be required to participate.~~
8. ~~_____ In the case of a student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, the agreement also shall include the statement that instruction may be provided through independent study only if the student is offered the alternative of classroom instruction.~~

~~Before beginning the independent study, each written agreement shall be signed by the student, the parent/guardian of the student under 18 years of age, the certificated employee designated as responsible for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the student. (Education Code 51747)~~

~~The agreement shall state that the parent/guardian's signature confers his/her permission for the~~

~~student's independent study as specified in the agreement.~~

~~The curriculum specified in the written agreement shall be consistent with the Board Policies, Administrative Regulations and procedures for curriculum and instruction, as well as substantially equivalent in quality and quantity to classroom instruction. (Education Code 51747.5, 11703 (b) (4), 11701.5)~~

~~Records~~

~~District records shall identify all students participating in independent study and shall specify the grade level, program placement, and school in which each of these students is enrolled. (Education Code 51748)~~

~~Each school shall maintain records for the students at that school.~~

~~Records shall include the following: (Code of Regulations, Title 5, 11703)~~

- ~~1. A copy of the district policy, administrative regulation, and procedures related to independent study.~~
- ~~2. A file of all agreements, with representative samples of each student's completed and evaluated assignments.~~
- ~~3. A list of participating students, showing credits attempted by and awarded to students per agreement.~~
- ~~4. An attendance register separate from other attendance records.~~
- ~~5. A record of grades and other evaluations issued to each student for independent study assignments.~~

~~Supportive Strategies~~

~~When an independent study student fails to attend a scheduled conference or to submit an assignment on time, one or more of the following shall result:~~

- ~~1. A letter to the student and/or parent/guardian~~
- ~~2. A special meeting between the student and the teacher and/or counselor~~
- ~~3. A meeting between the student and the independent study administrator, including the parent/guardian if appropriate~~
- ~~4. An increase in the amount of time the student works under direct supervision~~

~~When the student has missed the number of assignments specified in Board policy as precipitating an evaluation, the superintendent or designee shall conduct an evaluation which may result in termination of the independent study agreement, with the student's return to a regular classroom or alternative instructional program.~~

Date ~~WILLIAM S. HART UNION HIGH SCHOOL DISTRICT~~

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