



Charter Academy of the Redwoods
Notice of a Special Meeting
Meeting ID: 758 5520 3349
Passcode: WwM6BN
(707) 467-0500
August 31, 2021 * 6:00 p.m. * Open Session



Welcome! The agenda is provided for this regular meeting of the Board of Directors of *Charter Academy of the Redwoods*, a non-profit public benefit corporation. All business of the Board is limited to these items and is conducted to fulfill the mission of preparing students for a successful future in safe, challenging, well-managed charter schools. If you wish to speak or present written comments, please notify the chairperson. A copy of any items that are identified as “back-up” is available upon request.

- I. **Welcome and Opening**
 - a. Call to Order/Roll Call
 - b. Adoption of Agenda

- II. **Action Items**
 - a. **Approval of Proposed Board Policies**—The Directors are requested to approve revisions to BP 303, detailing CAR’s independent study policy. (back up)

- III. **Public Comment for Items Not on the Agenda**—The Board reserves 10 minutes for members of the public to address the Board on items not on the agenda and within its jurisdiction. The Board is prohibited by law from taking action on matters not on the agenda, but may ask questions to clarify the speaker's comment, briefly answer questions, and refer the speaker to follow up with a specific staff member.

- IV. **Next Regular Meeting—Tuesday, September 14, 2021 @ 6:00 p.m.**

- V. **Adjournment**

303 Independent Study

303.1 In the event a student ~~cannot come to~~ ~~must be absent from~~ school, the student may elect to participate in independent study. Independent study shall offer a means of individualizing the educational plan to serve students whose health or other personal circumstances make classroom attendance difficult. Reasonable effort will be made to provide an educational experience comparable to the one provided for students in attendance; however, it is recognized that much of the Academy's educational program is based on group work and cannot be adequately replicated independently. The student is expected to return to the classroom as soon as the independent study agreement is terminated unless other agreement is reached. For the 2021-22 school year, CAR shall offer independent study to meet the educational needs of students as specified in Education Code 51745. No course required for high school graduation shall be offered exclusively through independent study. 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. Students participating in independent study shall have access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work. The Principal or designee shall ensure that students participating in independent study are provided with content aligned to grade level standards at a level of quality and intellectual challenge substantially equivalent to in-person instruction. For grades 9-12, this shall include access to all courses offered by the school for graduation and approved by the University of California or the California State University as creditable under the A-G admissions criteria. CAR 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. Providing access to Internet connectivity and local educational agency-owned devices adequate to participate in an independent study program and complete assigned work consistent with Education Code 51747, or to participate in an independent study course, as authorized by Education Code 51749.5, shall not be considered funds or other things of value. Students are eligible for independent study as authorized in law, and as specified in board policy. A student participating in independent study must be a resident of the county or an adjacent county. 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. A student's participation in independent study shall be voluntary.

For the 2022-23 school year and thereafter, the Principal 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 Principal 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. A student's participation in independent study shall be voluntary.

The Principal or designee shall ensure that students participating in independent

study for 15 school days or more receive the following throughout the school year:

1. For students in grades 4-8, opportunities for both daily live interaction and at least weekly synchronous instruction
2. For students in grades 9-12, opportunities for at least weekly synchronous instruction

The Principal or designee shall develop a plan to transition students whose families wish to return to in-person instruction from independent study expeditiously, and, in no case later, than five instructional days. This requirement only applies to students participating in an independent study program for 15 school days or more.

Because excessive leniency in the duration of independent study assignments may result in a student falling behind peers and increase the risk of dropping out of school, independent study assignments shall be completed no more than one week after assigned for all grade levels and types of program. However, when necessary based on the specific circumstances of the student's approved program, the Principal 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.

The Principal or designee shall ensure that a written master agreement exists for each participating student as prescribed by law. A written agreement shall be developed and implemented for each student participating in independent study. The agreement shall include general student data, including the student's name, address, grade level, birth date, school of enrollment, and program placement. The independent study agreement for each participating student also shall include, but are not limited to, all of the following:

1. The frequency, time, place and manner for submitting the student's assignments, reporting the student's academic progress, and communicating with a student's parent/guardian regarding the student's academic 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 that will be made available to the student, including materials and personnel, and access to Internet connectivity and devices adequate to participate in the educational program and complete assigned work
4. A statement of the Board's policy detailing the maximum length of time allowed between an assignment and its completion, the level of satisfactory educational progress, and the number of missed assignments which will trigger an evaluation of whether the student should be allowed to continue in independent study
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, with a maximum of one school year
6. A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the student upon completion
7. A statement detailing the academic and other supports that will be provided to address the needs of students who are not performing at grade level, or need support in other areas, such as English learners, students with disabilities with an individualized education program or a Section 504 plan in order to be consistent with their program or plan, students in foster care or experiencing homelessness, and students requiring mental health supports.
8. A statement that independent study is an optional educational alternative in which no student may be required to participate

9. In the case of a suspended or expelled student who is referred or assigned to any school, class, or program pursuant to Education Code 48915 or 48917, a statement that instruction may be provided through independent study only if the student is offered the alternative of classroom instruction

10. Before the commencement of independent study, the agreement shall be signed and dated by the student, the student's parent/guardian or caregiver if the student is under age 18 years, the certificated employee responsible for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the student. However, for the 2021-22 school year, the district shall obtain a signed written agreement for independent study from the student, or the student's parent/ guardian if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the pupil, no later than 30 days after the first day of instruction.

Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education (CDE). The parent/guardian's signature on the agreement shall constitute permission for the student to receive instruction through independent study.

The Principal or designee shall ensure that procedures for tiered reengagement strategies are used for all students who are not generating attendance for more than three school days or 60 percent of the instructional days in a school week, or who are in violation of their written agreement. This requirement only applies to students participating in an independent study program for 15 school days or more. The procedures shall include, but are not necessarily limited to, all of the following:

1. Verification of current contact information for each enrolled student
2. Notification to parents/guardians of lack of participation within one school day of the absence or lack of participation
3. A plan for outreach from the school to determine student needs, including connection with health and social services as necessary

Furthermore, an evaluation shall be conducted to determine whether it is in a student's best interest to remain in independent study whenever the student fails to make satisfactory educational progress and/or misses three assignments. Satisfactory educational progress shall be determined based on all of the following indicators:

1. The student's achievement and engagement in the independent study program, as indicated by the student's performance on applicable student-level measures of student achievement and engagement specified in Education Code 52060
2. The completion of assignments, assessments, or other indicators that evidence that the student is working on assignments
3. Learning required concepts, as determined by the supervising teacher
4. Progress towards successful completion of the course of study or individual course, as determined by the supervising teacher

A student-parent-educator conference shall be held as appropriate including, but not limited to, as a reengagement strategy and/or if requested by a parent/guardian prior to enrollment or disenrollment from independent study.

Each student's participation in live interaction and synchronous instruction pursuant

to Education Code 51747 on each school day, as applicable, in whole or in part, for which independent study is provided will be documented. A student who does not participate in independent study on a school day shall be documented as nonparticipatory for that school day. The Principal or designee also shall maintain a written or computer-based record such as a grade book or summary document of student engagement, for each class, of all grades, assignments, and assessments for each student for independent study assignments. The signed, dated agreement, any supplemental agreement, assignment records, work samples, and attendance records may be maintained on file electronically.

- 303.2 The Executive Director and/or his/her designee shall develop and implement Administrative Regulations in compliance with state education code to provide Independent Study.