San Leandro Unified School District
San Leandro Virtual Academy Learning Agreement
School Year:_____

Student Name: _____ **Perm ID: _____ Date of Birth: _____** **Student Email:_____** **Student Phone:_____** **Family/Guardian Email:_____** **Home Address: _____** **_____** **Home Phone # _____** **Parent's Name: _____** **IEP (Individualized Educational Plan) ___Yes ___No** ● Special Needs Students (defined by Ed. Code 56026) cannot participate in independent study, unless the IEP specifically allows for such participation **Section 504 Plan ___Yes___No**	**School Site: _____** **Grade _____** **CONTRACT DATE** **Start _____ End _____** **Fall Semester Dates:_____** **Spring Semester Dates:_____**

San Leandro Virtual Academy (SLVA) provides an independent study model of instruction, not an alternative curriculum, for students whose needs may best be met outside of the traditional classroom setting. *Please note: For students with an IEP, placement into and out of SLVA must be determined by the IEP team and part of the IEP process.*

The student will complete the assignments for the courses listed as they are outlined in the San Leandro School District course descriptions. All course objectives will be consistent with the established district guidelines. Assignment and Work Record Forms will include additional descriptions of the major objectives and activities of the course of study covered by the agreement and the methods for evaluating student work.

Please review each of the following statements and check to indicate that you understand in order to request enrollment in SLVA:

- SLVA Independent study is a voluntary and optional educational alternative.
    - Students who participate in the SLVA Independent Study school shall do so on a voluntary basis. Students will have the continuing option to return to in person learning at a school site where space is available within 5 days of request.
    - By agreeing to this contract you will be giving up your space at your home school. If you at a later date request to leave SLVA, we will place you at the school site where space is available. While this may be your home school, you are not guaranteed a space at your home school.

Initial ___

- The written learning agreement for SLVA Independent Study is limited by law 51747(c)(5) to a maximum length of time of one school year.

Initial ___

- If the student has an Individualized Educational Program (IEP), the IEP must specifically provide for enrollment in Independent Study. The student has the same rights as other students in the District. No individual with exceptional needs, as defined in Section 56026, may participate in independent study, unless his or her individualized education program (IEP) developed pursuant to Article 3 (commencing with Section 56340) of Chapter 4 of Part 30 specifically provides for that participation. EC 51745(c)

Initial ___

- This agreement is to enable the student to successfully reach the objectives and complete the assignments identified in the Assignment and Work Record Forms(s) that will be a part of this agreement. Learning and course objectives are consistent with and evaluated in the same manner that they would be in the regular school program/district subject/grade-level guidelines and that evaluation will be based on completed assignments and demonstration of skills, which may include written assessments, reports, exams, logs, oral presentations, discussion, or other projects/work products.

Initial ___

- Students will be provided additional supports that address the needs of pupils who are not performing at grade level, or need support in other areas, such as English learners, individuals with exceptional needs in order to be consistent with the pupil's individualized education program or plan pursuant to Section 504 of the federal Rehabilitation Act of 1973 (29 U.S.C. Sec. 794), pupils in foster care or experiencing homelessness, and pupils requiring mental health support.

Initial ___

- The student agrees to complete daily assignments and participate in class that is calculated based on the time value of synchronous and/or asynchronous instruction and assignments made by the certificated teacher assigned to my student.

Initial ___

- The daily required minimum instructional minutes that is calculated based on the time value of synchronous and/or asynchronous instruction and assignments per day are:
    - 180 instructional minutes in TK/kindergarten.
    - 230 instructional minutes in grades 1 to 3, inclusive.
    - 240 instructional minutes in grades 4 to 12, inclusive.
    - 180 instructional minutes for students in grades 11 and 12 that are also enrolled part time in classes of the California State University or the University of California for which academic credit will be provided upon satisfactory completion of enrolled courses.

Initial ___

    - 180 instructional minutes for any student who is also a special part-time student enrolled in a community college under Article 1 (commencing with Section 48800) of Chapter 5 or Part 27 of Division 4 and who will receive academic credit upon satisfactory completion of enrolled courses.
    - 180 instructional minutes for students enrolled in a continuation high school.
- The student agrees to:
    - In grades **TK-3**, students meet daily with their teacher through synchronous instruction and complete asynchronous assignments.

Initial ___

    - In grades **4-8**, students will have daily live interaction with their teacher and will meet at least weekly for synchronous instruction in addition to completing asynchronous assignments.
    - In grades **9-12**, students will have daily live interaction with their teacher and will meet at least weekly for synchronous instruction with their teacher in addition to completing asynchronous assignments.

Initial ___

- There are no excused absences in SLVA Independent Study. It is the family/student's responsibility to reschedule appointments, pending teacher availability.

Initial ___

- Assigned work is due each week. When applicable, the length of time which may elapse between the date and assignment is made and the date by which the student must complete is 5 days unless an exception is made in accordance with district policy.

Initial ___

- The student agrees to follow all district safety and behavior guidelines. SLVA Independent Study does not provide a daily on-site school program and staff is not able to provide supervision outside of scheduled classes or appointment times.

Initial ___

- Academic Evaluation, Attendance, Dis-Enrollment
    - Students are required to complete all assigned work and attend all scheduled classes and meetings
    - Students are required to complete district and state assessments that may involve in person appointments or may be completed online if available.
    - Attendance is taken based on work completed, synchronous instruction (elementary) or on-on-one teacher meetings (secondary), and attending class meetings

Initial ___

    - Grades and progress reports will be submitted by teacher of record
    - Students who are absent more than three school days or 60 percent of the instructional days in a school week are in violation of their written agreement will have a tiered re-engagement that includes:

Elementary

Tier 1

Initial ___

- If a student misses 50% or more of their live meetings for a day and/or they have incomplete assignments for two days in a week without prior communication from the family, the teacher will notify the student and family about the issue.
- If a student misses 50% or more of their live meetings (for a day) three times in a week and/or they have incomplete assignments for 3 days in one week, without prior communication from the family, then the teacher will schedule a student/family/teacher conference to review schedule, learning agreement, and work completion. If this happens repeatedly, the response moves to Tier 2

Tier 2

Initial ___

- If a student does not comply with the expectation discussed during Tier 1 intervention meeting within 10 instruction days, then the following will apply:
  - The teacher will schedule a student/family/teacher/admin conference to create a makeup plan.
  - Teacher will submit a Coordination of Services Team (COST) referral to the site COST coordinator
  - Truancy letter #1 issued
  - A home visit may be scheduled

Tier 3

Initial ___

- If a student's attendance has not improved within 10 instruction days after tier 2 meeting, then the following will apply:
  - A Student Success Team (SST) meeting
  - A home visit will be scheduled
  - Truancy letter #2 issued
  - A re-entry plan to in person instruction may be created or the student will need to follow an academic intervention and mental health support plan to re-engage
  - Family will be asked to attend a School Attendance Review Team (SART) meeting
  - Family/Student may be referred to the district SARB (School Attendance Review Board) for further support and action

Secondary

Tier 1

Initial ___

- If a student misses two unexcused one-on-one or morning meetings with their teacher and/or they are 4% (equivalent to 1 week of assignments) or more behind on their target percentage, then the teacher will:
  - Schedule a conference with the student, develop plan to address issue
  - Send an email to the family to review the schedule, learning agreement, and work completion

Tier 2

Initial ___

- If a student does not comply with the expectation discussed during Tier 1 intervention meeting, then the following will apply:
  - Teacher will call and/or text the guardian and provide an update
  - Teacher will submit a Coordination of Services Team (COST) referral to the site COST Coordinator; counseling may be involved and student may need extra support services
  - Truancy letter #1 issued
  - A home visit may be scheduled

Tier 3

Initial ___

- If the student has not improved on the previous concerns, then the following will be enforced
  - A re-entry to in-person instruction may be initiated by admin or the student may be assigned academic intervention(s) (IEP, 504, counseling)
  - Family will be asked to attend a School Attendance Review Team (SART) meeting
  - Family/Student may be referred to the district SARB (School Attendance Review Board) for further support and action

- The San Leandro Virtual Academy will provide teacher support, instructional materials, and other necessary items and resources as specified for each assignment. Students will be issued a Chromebook or similar device as needed. Students who qualify and apply will be provided internet access support.
- Initial ___ I have reviewed the San Leandro Virtual Academy program requirements listed here with my student.

AGREEMENT: We have read this entire agreement and hereby agree to all the conditions set forth within.

_____ _____
Parent/Legal Guardian/Caregiver Signature Date

_____ _____
Student Signature Date

_____ _____
Teacher Signature Date

_____ _____
Administrator Signature Date

SLUSD STAFF ONLY

SUBJECTS/COURSES ENROLLED:

Subjects/Course	Course Value	Subjects/Course	Course Value
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

REPORTING: Student is required to report to assigned teacher(s) as scheduled.

Manner of reporting:

Frequency: _____Location: _____ Day: _____ Time: _____

Students synchronous class weekly schedule is:

Monday Tuesday Wednesday Thursday Friday

_____

Sample Weekly GRADE ASSIGNMENT AND WORK RECORD FORM (this will be kept through electronic measures)

1	Subject/Course: _____ Objective: _____ Study Method/Assignment: _____ _____ Resources for Assignment: _____ _____ Method of Evaluation: _____ _____ PERCENTAGE OF WORK COMPLETED: 0-100%_____ Due Date: _____ Signed Certification of_____ completed course work Teacher Signature: _____
2	Subject/Course: _____ Objective: _____ Study Method/Assignment: _____ _____ Resources for Assignment: _____ _____ Method of Evaluation: _____ _____ PERCENTAGE OF WORK COMPLETED: 0-100%_____ Due Date: _____ Signed Certification of_____ completed course work Teacher Signature: _____
3	Subject/Course: _____ Objective: _____ Study Method/Assignment: _____ _____ Resources for Assignment: _____ _____ Method of Evaluation: _____ _____ PERCENTAGE OF WORK COMPLETED: 0-100%_____ Due Date: _____ Signed Certification of_____ completed course work Teacher Signature: _____
4	Subject/Course: _____ Objective: _____ Study Method/Assignment: _____ _____ Resources for Assignment: _____ _____ Method of Evaluation: _____ _____ PERCENTAGE OF WORK COMPLETED: 0-100%_____ Due Date: _____ Signed Certification of_____ completed course work Teacher Signature: _____
5	Subject/Course: _____ Objective: _____ Study Method/Assignment: _____ _____ Resources for Assignment: _____ _____ Method of Evaluation: _____ _____ PERCENTAGE OF WORK COMPLETED: 0-100%_____ Due Date: _____ Signed Certification of_____ completed course work Teacher Signature: _____
6	Subject/Course: _____ Objective: _____ Study Method/Assignment: _____ _____ Resources for Assignment: _____ _____ Method of Evaluation: _____ _____ PERCENTAGE OF WORK COMPLETED: 0-100%_____ Due Date: _____ Signed Certification of_____ completed course work Teacher Signature: _____