



# iLEAD Online Master Agreement for Independent Study

**Student:** Cambas, Luciana  
**Student Number:** 2120929031  
**Address:** 15546 Huston St  
**Location:** Encino, CA 91436  
**1st Phone Number:** (818) 264-5850  
**DOB:** 10/10/2005  
**Program Placement:** UC/CSU Grad Requirements (230)

**Contract Term:** Full Year  
**Beginning Date:** 01/09/2024  
**End Date:** 06/05/2024  
**Year:** 2023 - 2024  
**2nd Phone Number:**  
**Grade Level:** 12  
**School for Classroom Option:** Los Angeles Unified

### Objective:

The learner will complete the courses listed below. All course objectives will be consistent with the established educational program adopted by the charter school's governing board and consistent with program standards as outlined in the charter school's subject/course descriptions. Assignment and Work Record (AWR) Forms will include additional descriptions of the major objectives and activities of the courses of study covered by this agreement, including the evaluation of learner work, and are incorporated herein.

### Courses:

The term "Course Value" refers to the number of credits (secondary education) or weeks of work (elementary education) the learner will attempt to earn upon completion of this agreement. The learner is scheduled to earn the following:

Schedule	Category	Course Value
English 12A	English	5 Credits
English 12B	English	5 Credits
Economics	Economics	5 Credits
US Government	U.S. Government	5 Credits
Algebra 1B	Algebra 1	5 Credits
Advisory B	Electives	5 Credits

### Methods of Study:

Specific methods of study will be designated on the AWR Forms and are incorporated herein. Examples of methods of study for the learner may include Independent Reading, Textbook Activities, Problem Solving, Study Projects, Drill & Practice, Experiential Learning, Computerized Curriculum, Web/Internet Research, Library Research, Field Trips, Learning Center Courses.

### Specific Resources:

The school will provide appropriate instructional materials and personnel necessary to the achievement of the objectives and must include resources that are normally available to all learners on the same terms as the terms on which they are available to all. This includes access to the connectivity and devices adequate to participate in independent study and complete assigned work, including but not limited to a computer, tablet, and/or internet access. If the learner needs additional resources in order to successfully access the educational program, please contact the learner's Coach (Supervising Facilitator(s) of Record). Assignments and specific resources will be designated on the AWR Forms and are incorporated herein.

### Methods of Evaluation:

Methods of Evaluation: Academic evaluations will be designated on the AWR Forms and are incorporated herein. Other acceptable methods of evaluation include but are not limited to Facilitator Made Tests, Learner Conferences, Progress/Report Cards, Chapter/Unit Tests, Work Samples, Observations, Portfolios, Learning Journals, Presentations, Quizzes, Labs, Finals.

### Required to report to their Coach (Supervising Facilitator of Record) as scheduled:

Manner of Reporting: **One-on-One, Small Group, Online, Phone, virtual.** Time: **8am-4pm.** Day: **M-F.** Frequency: **At least every 20 days.** Duration: **Full Year.** Location: **Various.** During these scheduled meetings, assignments may be submitted and the learner's academic progress may be reviewed.

**Parent Guardian Communication:**

The charter school will communicate with the learner's parent/guardian (or adult learner) about their academic progress by Reports of Progress (report cards) that are sent home once per semester.

**Voluntary Statement:**

It is understood that independent study is an optional educational alternative in which no pupil may be required to participate. In the case of a pupil who is referred or assigned to any school, class, or program pursuant to Education Code Section 48915 or 48917, instruction may be provided for a learner through independent study only if the learner is offered the alternative of classroom instruction.

**Board Policies:**

According to the charter school's Independent Study Policy, the maximum length of time allowed between when the assignment was made and the date the assignment is due is 20 school days. If a learner fails to complete at least 75% of work assigned for one learning period, is not making satisfactory educational progress as defined below, and/or accumulates 20 absences due to insufficient work completion and/or engagement as evaluated by the Coach (Supervising Facilitator(s) of Record), an evaluation will be made to determine whether independent study is an appropriate strategy for the learner. A learner is deemed to be making "satisfactory educational progress" if the learner is progressing toward meeting the goals and/or metrics pursuant to their Personalized Learning Plan and/or their Individualized Education Program (IEP), based on all of the indicators set forth in the charter school's Independent Study Policy.

**Attendance & Work Completion:**

The Coach (Supervising Facilitator(s) of Record) will grant attendance based on the lesser of the time-value of learner work completion (as listed on the AWR Form) and documented participation in educational activity on each day that school is in session.

**Tiered Reengagement:**

Tiered reengagement will begin for a learner if they do not generate attendance for more than 10% of required minimum instructional time over four continuous weeks of the school's approved instructional calendar, learners found not participatory in synchronous instructional offerings pursuant to Education Code 51747.5 for more than 50% of the scheduled times of synchronous instruction in a school month as applicable by grade span, or learners who are in violation of this written agreement.

**Supports and Services:**

The charter school will provide support and academic services necessary to address the needs of learners who are not performing at grade level, or need support in other areas, such as English learners, and individuals with exceptional needs in order to be consistent with the learner's IEP or plan pursuant to Section 504 of the federal Rehabilitation Act of 1973 (29 U.S.C. Sec. 794), learners in foster care or experiencing homelessness, and learners requiring mental health supports. These supports include but are not limited to, access to accommodating software/devices, translation services, access to counselors, and additional educational interventions as needed.

**Additional Courses:**

Additional courses may be added to this agreement as needed if the agreement is re-signed and re-dated by all of the necessary individuals.

**I have read and understand the terms of this agreement and agree to all provisions set forth. I understand that this master agreement serves as parental consent and must be signed by all parties for each school year before a learner may participate in independent study.**



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Student Signature

Date

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Parent/Guardian/Caregiver Signature

Date

*Erin Acquaviva*

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Coach (Supervising Facilitator of Record) Signature

Date

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Ed Specialist (if any) Signature

Date

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Other (if applicable) Signature

Date



## **iLEAD Online Acknowledgement of Responsibilities**

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**Grade Level: 12**  
**School for Classroom Option: Los Angeles Unified**

### **Learner Agreement/Responsibilities:**

**I, the learner, agree to and am responsible for the following:**

- My participation in the independent study program is voluntary.
- I accept the terms as outlined in the master agreement.
- Completion of standards-aligned coursework as outlined in the master agreement, and as assigned by the Coach (Supervising Facilitator of Record) on the assignment work record (AWR).
- Daily engagement in subjects/courses outlined in the master agreement.
- Understanding my attendance is based on the completion of assigned work (time-value) and engaging in assigned educational activities on each day school is in session (daily engagement listed on AWR learning log).
- To conduct myself in a respectful, responsible, and safe manner at all iLEAD functions.
- To attend weekly check-ins with my coach.
- To attend live, synchronous instruction, and daily live interaction, which are optional, but highly encouraged.
- To attend learning period meetings, virtually or in person, with my coach and to demonstrate learning by providing the body of work.
- To request support from my coach as needed.
- Completion of all required assessments that pertain to me and my grade level. This may include CAASPP/CAST/CMA state testing, MAP benchmark testing, physical fitness testing (PFT), English language learner testing (ELPAC), math placement tests (for incoming freshmen only), and course assessments.
- To read, understand, and agree to comply with all policies outlined in the family guidebook.

### **Parent/Legal Guardians Agreement:**

**I, the parent/guardian/caregiver, agree to and am responsible for the following:**

- My participation in this independent study program is voluntary.
- I accept the terms as outlined in the master agreement.
- To support the completion and progress towards standards-aligned coursework as assigned by the supervising facilitator of record.
- Daily monitoring of assigned work and engagement in subjects/courses outlined in the master agreement.
- Understanding learner's attendance is based on the completion of assigned work (time-value) and engaging in assigned educational activities on each day school is in session (daily engagement marked on learning log).
- Submit learner work and required work samples timely with a completed & signed learning log no later than the end of each learning period.
- Effective communication with my coach including course planning, learner progress, submission of work samples, learner attendance, collaboration on the assignment work record (AWR), and attendance at required meetings.
- Learners will have weekly check-ins with their coach.
- Learners are highly encouraged to participate in offerings of live, synchronous instruction, and daily live interaction, which are optional.
- To conduct myself in a respectful, responsible, and safe manner at all iLEAD functions.
- To provide transportation to the learner's scheduled meetings and school assessments.
- To attend learning period meetings, virtually or in person, at a mutually agreed upon time and date.
- Ensure learner completion of all required assessments that pertain to the learner and grade level. This may

include CAASPP/CAST/CMA state testing, MAP benchmark testing, physical fitness testing (PFT), English language learner testing (ELPAC), math placement tests (for incoming freshmen only), and course assessments. To read, understand, and agree to comply with all policies outlined in the family guidebook.

- Upon disenrollment, withdrawal, or the designated due date, all school-purchased materials and technology will be returned to iLEAD. If any materials are damaged or lost, I may be required to pay the full replacement costs of such items.

**Independent Study Coach (Supervising Facilitator of Record) Agreement :**

**I, the coach, agree to and am responsible for the following:**

- Oversight of independent study is in accordance with state law, charter policy, and regulations.
- The terms as outlined in the master agreement.
- Facilitate instruction through standards-aligned coursework as outlined in the assignment work record (AWR), review the body of work, and support academic progress of all courses outlined in the master agreement.
- Ensure core curriculum and the AWR are in place prior to placing enrichment orders.
- Grant attendance based on completion of assigned work (time value) and engagement in assigned educational activities on each day school is in session (daily engagement on learning log).
- Effective communication with parent/guardian(s) and learners.
- To conduct myself in a respectful, responsible, and safe manner at all iLEAD functions.
- Explain and administer all state-mandated and internal assessments.
- Conduct weekly check-ins with families/learners.
- Attend learning period meetings, virtually or in person, at a mutually agreed upon time and date.
- Upon disenrollment or withdrawal, the coach will collect all school-provided materials.
- Assignment of all grades and credits earned and report the information for inclusion in the learner's permanent record.
- Establishment, completion, and maintenance of necessary documentation, reports, and records.
- Selection and processing of completed learner work samples.
- Support of learner success and promotion of the school's mission and vision.
- To read, understand, and agree to comply with all policies outlined in the family guidebook.

We, the undersigned, understand and voluntarily agree to the terms and conditions of this Independent Study agreement. Our signatures below indicate that we voluntarily participated in the establishment of these Agreements/Responsibilities and that we understand and accept our responsibilities in relation to this document.

*Luciana Cambas*

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Student Signature

Date

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Parent/Guardian/Caregiver Signature

Date

*Erin Acquaviva*

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Coach (Supervising Facilitator of Record) Signature

Date

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Ed Specialist (if applicable) Signature

Date

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Other (if applicable) Signature

Date