

Independent Study Distance Learning Plan
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"Distance learning" means instruction in which the pupil and instructor are in different locations and pupils are under the general supervision of a certificated employee of the local educational agency. Distance learning may include, but is not limited to, all of the following:

- (1) Interaction, instruction, and check-ins between teachers and pupils through the use of a computer or communications technology.
- (2) Video or audio instruction in which the primary mode of communication between the pupil and certificated employee is online interaction, instructional television, video, telecourses, or other instruction that relies on computer or communications technology.
- (3) The use of print materials incorporating assignments that are the subject of written or oral feedback.

Definitions:

- * Synchronous- everyone is online at the same time interacting. Teachers and enrolled students in the course will interact live on either Zoom or Google Meets.
- * Asynchronous- everyone is able to work at their own pace online.
- * Fixed online class- Students are required to log in at a specific time of the school day.
- * Office Hours- Teachers will be available to virtually meet and support students. This is time to ask questions or get help.



**** Ms. Nunes' Office Hours are Monday through Thursday from 1pm to 2 pm. You may email me outside of office hour times, and I will respond during the next office hour period.**



Students referred to Independent Study have contracts for the entire school year. Contracts are based on California Ed Code and District policy. The Independent Study program is an alternative program, not a credit recovery program. Each student may take up to six classes at a time, and have the option to return to the classroom at any time during the semester.

Students meet with the credentialed teacher at least once a week. In order to complete six classes per semester, students will need to take at least two Cyberhigh Unit tests each week. Tests must be taken with the credentialed teacher during weekly appointment times. Google meetings will be used when Unit tests are taken. Students also have the option of taking tests in the classroom with Ms. Nunes. After completing the Independent Study Agreement, each student will receive an email with:

- 1) Weekly appointment time
- 2) Classes for the semester

Cyberhigh Expectations

Each class consists of activities, quizzes, and exams. Some classes include labs, projects, or presentations. All of the activities are meant to prepare students for passing the quizzes and unit exam. The number of activities and quizzes vary per unit.

Weekly attendance is based on the average of completed unit activities in each class student is working on. After attending their regularly scheduled weekly appointment, students may request additional times to meet for assistance and additional Unit exam attempts.

Students may skip past presentations/labs/projects if they choose, and focus on the activities and quizzes; however, the more done for each Unit improves the likelihood of a better score on the final exam. Note-taking is encouraged as any written/typed notes may be used on Unit exams. Phones and/or internet searches may not be used during final exams.

When a student is ready for a final exam, exam approval will be given by the teacher, unless the teacher has made other arrangements for another classroom credentialed teacher to authorize the exam. If a student fails an exam, they may not retake the exam until they have at least one page of written/typed notes on that unit. There are only two opportunities to take an exam before receiving an “F” for that unit. If an “F” is received on two separate unit exams, the student fails the class.

Students must finish a Unit exam once they start it. If power or internet access is lost, exam progress is saved and students may continue their work once power or internet access is restored. Students should not “log off” of Cyberhigh mid-test, as that would result in the test counting as a “fail”.

Tiered reengagement:

- Letter home: if no work has been completed for 2 weeks, or if no more than 20% of work has been completed for a total of 2 weeks
- Administration/Parent Meeting: if not work has been completed for 3 weeks, or if not more than 20% of work has been completed for a total of 4 weeks



Looking forward to a great school year! Yours, Ms. Magret Nunes