AurumPreparatoryAcademy
A Quality Education is a GOLDEN Opportunity

PARENT NOTIFICATION LETTER: Independent Study Program

August 4, 2021

Dear Aurum Prep Families,

We hope you enjoyed your summer break. We are very excited to welcome new students back on August 9 and returning students on August 13. As we prepare for a return to in-person learning, five full days a week, we wanted to share some changes enacted with the adoption of Senate Bill 130.

For the 2021-2022 school year, state and federal laws require us to inform you of your option to enroll your student in an Independent Study (IS) program instead of 5 day a week in-person instruction. We are required to offer an independent study option to students and families to be made available to students whose health would be put at risk by in-person instruction, as determined by the parent or guardian. This letter will provide you with the information needed to request a conference/orientation and enroll in the independent study option. This letter also explains:

- Your right to request a parent-teacher conference/orientation prior to enrollment to inform your decision.
- The process and your students' rights regarding procedures for enrolling, disenrolling, and re-enrolling in independent study.
- The asynchronous and synchronous instructional time that your student will have access to as part of independent study.

Enrolling in IS

Once you have determined that you would like to pursue Independent Study, you can begin the enrollment process.

- Sign up for, and attend an Independent Study orientation by emailing us at info@aurumprep.org
- Sign an Independent Study contract (which will establish the manner, frequency and time for submitting assignments, the methods of study and evaluation, and resources) between the student, guardian and Aurum Prep.
- Families must attend mandatory parent conferences at the beginning, middle and end of the school year.
- The Admissions Office will assign you to Independent Study.
- If at any point, Aurum Prep ascertains that the student's performance does not comport with the minimum requirements for remaining in Independent Study, the school reserves the right to disenroll the student. In order to remain in IS, students must fulfill the following minimum requirements:

- Students who are absent for 20% or more of instructional days per week, or aggregately, will be evaluated by the Executive Director or designee, who will conducted an evaluation to determine whether the student will remain in Independent Study or return to the general setting.
- Students must turn in assignments within 30 days of when they were issued.
- If any student fails to complete 5 assignments during any 30 day period, an investigation by the Executive Director or designee, will be conducted to determine whether the student will remain in Independent Study or return to the general setting.
- In the event that a student's academic progress falls below satisfactory levels as determined by Aurum Prep, a meeting will be held with the Student Supports Team and an evaluation will be conducted in order to determine the best course of action including but, not limited to, reenrolling into the general setting.
- Written records of all evaluation will be provided to the guardian upon request.

Disenrolling from IS & Re-Enrolling in In-Person Instruction

If you are enrolled in Independent Study and would like to return to in-person instruction, you must follow the procedure for disenrolling:

- Email info@aurumprep.org to let us know that you are interested in transferring out of independent study.
- The admissions office and Leadership Team will support the family in transferring back to an in-person school within five days.

The Admissions Office will make every effort to return the student to in-person school if there is still room available at the appropriate grade level.

Instructional Time

Our Independent Study program aims to provide an alternative to 5-day-a-week in-person instruction to students whose health may be at risk by attending class face-to-face. Independent Study is an educational program that provides instruction based on the state-adopted content standards by certificated teachers. In addition, there are specific requirements for the instructional time that may include both synchronous and asynchronous work. The program requires that parents/guardians accompany students to weekly meetings with teachers. Assignments adhere to state curriculum standards while accommodating students' interests and abilities. IS also provides instructional materials, and tutoring is available. Parents/guardians act as home teachers for all lessons. They need to be available to educate and supervise their children's studies at home for 20-25 hours of coursework per week. These, and other expectations are outlined in the students' written Learning Agreement, which must be signed before enrollment.

Instructional Time	See Schedule Below

Synchronous Instructional Time	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(s) of record for that student.
Asynchronous work	Assignments submitted/completed in Google Classroom, or reading, for example. Families are responsible for supporting students to complete asynchronous work as a required part of the program. This parent expectation is part of the IS Agreement contract that families sign.

Regular Day Period	Regular Day Schedule (M,T,TH,F)	Minimum Day Period	Minimum Day Schedule (Wednesday)
Advisory	8:00 – 8:30 am	Advisory	8:00 – 8:30 am
1st Period	8:33 – 9:45 am	1st Period	8:33 – 9:30 am
2nd Period	9:55 – 11:07 am	2nd Period	9:33 – 10:27 am
3rd Period	11:17 – 12:29 pm	3rd Period	10:37 – 11:34 am
Lunch	12:32 – 1:07 pm	4th Period	11:37 – 12:34 pm
4th Period	1:10 – 2:22 pm	Lunch	12:37 – 1:12 pm
Focus	2:25 – 3:05 pm	N/A	N/A
Book Club	3:08 – 3:35 pm	N/A	N/A

Parents or guardians may select an instructional program that best suits their child's needs. If you have any questions beyond the details listed above, please contact info@aurumprep.org to ask about the process. As you make your decision about Independent Study options,you may want to review the California Department of Public Health COVID-19 Public Health Guidance for K-12 Schools in California, 2021-22 School Year.

Sincerely,

The Aurum Prep Team