



Orange County Department of Education  
**Pacific Coast High School**  
**MASTER AGREEMENT (1 yr)**

Annual Days of Apportionment		
Tri 1	_____	Total <input type="text"/>
Tri 2	_____	
Tri 3	_____	
District _____		

Name: \_\_\_\_\_ / \_\_\_\_\_ Grade: \_\_\_\_\_  
 Last Name First Name

Trimester 2 - Dates: **8/22/19 - 1/17/20** Trimester 3 - Dates: **1/21/20 - 6/5/20**

Student Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

This agreement will be in effect during the **2019-2020** school year. This agreement covers Tri 2 and 3, the fall and spring semesters. Course objectives will be consistent with the guidelines established in the PACIFIC COAST HIGH SCHOOL (PCHS) Course Catalog for high school independent study. A course syllabus will be provided for every course. Each course syllabus includes: course objectives, study methods, resources supplied, manner and frequency of assignments, method of evaluation guidelines, and teacher contact information specific to each course. Students will be provided with teacher support services, curriculum, and related instructional material. PCHS does not provide anything of value that is not provided for all students enrolled in similar public schools. Students with an active IEP (Individualized Educational Plan) may not enroll with PCHS unless their IEP specifically provides for enrollment in independent study.

**Subsidiary agreement(s) are considered a part of this agreement: course syllabi, course catalog, add/drop forms, course instructor signature page and student registration forms.**

- Student/parent understands that this enrollment is for a period of one school year, fall and spring semester.
- Student/parent understands continued enrollment will be based on the determination of appropriate placement.
- Students enrolled with PCHS may not be enrolled as a full time student in any other public school. However, private, part-time, tutorial, or supplemental enrichment classes are permissible.
- All students enrolling in PACIFIC COAST HIGH SCHOOL have the option of classroom instruction in the County Community Schools or their home district. Enrollment is continuously voluntary.
- Independent Study is an optional educational alternative that students voluntarily select, including expelled students (Ed Code 48915) and/or students whose expulsion has been suspended (Ed Code 48917).
- When a student misses a percentage of assignments that equate to four or more days of missed attendance, the faculty advisor will complete a written evaluation to determine if the student should remain in this program. Academic and attendance credit will be lowered for incomplete, late, and/or partial assignments. (Attendance is based on assignment completion for Independent Study).

**Parent's agreement**

- I grant permission for the named student to enroll in independent study, an optional alternative educational program offered by the Orange County Department of Education: PACIFIC COAST HIGH SCHOOL.
- I agree to work closely with the teacher(s) on implementation and evaluation of the assignments for my student. I may also utilize a tutor to help with this role. If a tutor is utilized, the tutor must also sign this agreement.
- I understand that I have the right to review my student's progress in the program and disenroll at any time.
- All materials are the property of the Orange County Department of Education and must be returned to PCHS upon termination. Parents agree to pay for any lost, damaged, or unreturned materials.
- I understand that I am responsible for checking my student's progress and current grade status online as described in the course syllabus.
- Attendance/participation is required in all state mandated testing. (SBAC)

**Student's agreement**

- I will meet with PCHS teachers regularly according to the frequency, date, time, manner, and location specified in the course syllabi or as required by my teacher(s).
- Maximum assignment period is one month. I agree to provide all assignments and materials on the date they are due. With prior approval, and when circumstances justify, the supervising teacher may extend the maximum length of an assignment period.
- I am responsible for the information and materials presented during a missed class.
- I understand that I am responsible for checking my progress and current grade status online as described in the course syllabus.
- I understand I must participate in all state mandated testing. (SBAC, Physical Fitness Test)

1. Does student have an active Individual Education Plan/Special Education? \_\_\_Yes \_\_\_ No

If yes, check which is applicable: \_\_\_ RSP \_\_\_Speech/Language \_\_\_SDC \_\_\_ Other

2. Does student have a Section 504 Plan? \_\_\_Yes \_\_\_No

3. Is student a student-athlete registered with NCAA? \_\_\_Yes \_\_\_No



Orange County Department of Education  
**Pacific Coast High School**  
**MASTER AGREEMENT**

**Manner, Time, and Frequency of Appointments**

Each course syllabus will outline the weekly assignment and contact expectations. As a condition of continued enrollment, students are required to have weekly contact/assignments with their teachers on or before the assignment due dates. More frequent contact may be required as necessary to support student success. PCHS is open 8:30 a.m.-3:00 p.m. Trimester 2 and 3.

The manner of submitting work or contact: one to one, small group, drop off, classroom, presentation, phone with instructor, e-mail, online, U. S. Mail, fax, or other pre-approved means as required in course syllabi.

On-campus courses: Please refer to class syllabus for class days and times. Location of classes: PCHS campus.

**Method of Study**

Every course syllabus outlines the study expectations for the course. The syllabus will include course objectives and expectations, due dates, grading policy, teacher contact information, academic support, and other information necessary for student success in the course.

**Methods of Evaluation:**

Including, but not limited to: Assignment completion, demonstration of skill, written test/report, student log, presentation, slide show, oral test/report, and/or \_\_\_\_\_.

Methods of evaluation, grading policies, and late work penalties are listed in each course syllabus.

**PCHS Policies**

- Student Assignments: The parent/or tutor agrees to provide assistance and support, and is required to check for completion and quality of assigned work on a regular basis.
- Any work turned in after 3:00 p.m. on due dates will be marked late.
- Students are to be picked up and dropped off within 15 minutes of their on-campus class, seminar, lab, or tutorial.
- One syllabus per course, per semester, will be issued. It is the student's responsibility to obtain syllabus information should they misplace their copy. Additional syllabus will not be issued. (Most syllabi are available on-line)
- Modest dress code will be enforced. No clothing of any kind with alcohol, tobacco, or inappropriate messages will be allowed.
- All students in grades 9-11 are required to take all (SBAC, Physical Fitness) state designated tests.
- All students will have a CHEP/PCHS Referral Form on file with PCHS attendance and records. Parent signature on Master Agreement authorizes consent.
- Parents and students agree to support the rules and regulations of PCHS.
- I understand PCHS will contact me by phone, email, text, letter; I understand I can submit a letter if I do not want a specific form of communication.

I have read all pages of this agreement and hereby agree to all the conditions set forth within, including those in the subsidiary forms.

**STUDENT SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_

**PARENT SIGNATURE** \_\_\_\_\_

**DATE** \_\_\_\_\_

(if other than parent, circle one) emancipated minor/ caregiver/ guardian/ other

**TUTOR** \_\_\_\_\_

**DATE** \_\_\_\_\_

**FACULTY ADVISOR** \_\_\_\_\_

**DATE** \_\_\_\_\_

See subsidiary form Course Instructor for other teacher signatures and dates