



Orange County Department of Education  
**Pacific Coast High School**  
 14262 Franklin Ave. Suite 100  
 Tustin, CA 92780  
<http://pchs.k12.ca.us>  
**Master Agreement**

Annual Days of Apportionment  
 Trimester 1 total \_\_\_\_\_

**Trimester 1 (July –August) 2018-2019 School Year**

**Student Name\*:** \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
 \*as it appears on student transcript **Print Last Name** **First Name** **Middle Initial** **Birth Date**

**District of Residence/Attendance:** \_\_\_\_\_ **Grade (as of September 2017):** \_\_\_\_\_

This agreement will be in effect Start Date: **7 / 2 / 18** End Date: **8 / 8 / 18**

Primary Contact Information:

**Student email** address \_\_\_\_\_ @ \_\_\_\_\_ **(please print clearly)**

**This email address is required, must be a working email address and may not be a school district email address.**

Student email address will be used to confirm enrollment and the student will use this email address to access their courses.

**Student cell** phone number: \_\_\_\_\_

**Parent cell** phone number: \_\_\_\_\_

**Please note:** Course titles below **CANNOT** be changed or substituted. To take a full year course, enroll in the "A" and "B" portion (A=Fall Semester, B=Spring Semester). Student may enroll in a **MAXIMUM of 10 credits**. **A student may only be enrolled in one public high school during 7/2/18 – 8/8/18.** *Italicized courses are college prep.*

**MATH**

- Algebra 1A (5 cr)  Algebra 1B (5 cr)
- Geometry A (5 cr)  Geometry B (5 cr)
- Algebra 2A (5 cr)  Algebra 2B (5 cr)
- Trigonometry A(5 cr)  Trigonometry B (5 cr)
- Pre-Calculus A (5 cr)  Pre-Calculus B (5 cr)

**SOCIAL SCIENCE**

- Economics (5 cr)  Government (5 cr)
- US History A (5 cr)  US History B (5 cr)
- Wrld Hist/Geog/Cult A (5 cr)  Wrld Hist/Geog/Cult B (5 cr)

**ENGLISH**

- English 9A (5 cr)  English 9B (5 cr)
- English 10A (5 cr)  English 10B (5 cr)
- English 11A (5 cr)  English 11B (5 cr)
- English 12A (5 cr)

**ELECTIVES**

- Cyber Skills (5 cr)\*formerly called Computer Skills
- Health (5 cr)
- PE A (5 cr)
- PE B (5 cr)

1. Does student have an active Individual Education Plan/Special Education?\* Yes No  
**\*If yes, a complete copy of the IEP must be submitted with enrollment forms.**
2. Does student have a Section 504 Plan?\* Yes No  
**\*If yes, a complete copy of the 504 must be submitted with enrollment forms**
3. Does student have an IHP (Health Plan)?\* Yes No  
**\*If yes, a complete copy of the health plan must be submitted with the enrollment forms**

- July/August enrollment will be accepted **beginning March 26, 2018.**
- **Student must have access to a computer, the internet and plan to work daily 7/2/18 – 8/ 8 /18.**
- **Only original forms will be accepted** – no faxed forms allowed.
- Enrollment **will not** be accepted after **May 25 2018.**
- Courses may fill and close prior to **May 25, 2018.**
- All courses must be completed by **August 8, 2018 3:00pm.**
- If a student needs to change a 1<sup>st</sup> trimester course(s), the student must complete an **Add/Drop** form found on the PCHS web site, (see address above). The **Add/Drop** form may be faxed, mailed, or delivered to PCHS no later than **June 22, 2018.**

This agreement will be in effect during the **2018-2019** school year. 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.

**A Course Syllabus** will be provided for every course and include objectives, resources supplied, and teacher contact information specific to each course, as well as:

**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. Refer to PCHS Trimester 1 calendar for Trimester 1 hours. 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.

**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:** Assignment completion, demonstration of skill, written test/report, student log, and/or \_\_\_\_\_.

**Grading Policies:** All grading policies and late work penalties are listed in each course syllabus.

**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 and Parent:**

- Student/parent understands that this enrollment is for a period of one trimester.
- Student/parent understands continued enrollment will be based on the determination of appropriate placement.
- Students enrolled with PCHS may not be enrolled as a student in any other public school during this contract time period. 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.
- 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 and to check the student's progress and current grade status online as described in the course syllabus.
- Any work turned in or postmarked after 3:00 p.m. on due dates will be marked late.
- 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.
- Parents and students agree to support the rules and regulations of PCHS.

**Student's agreement**

- I will be in contact 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.
- Credit will be given only after I complete all of my assigned work and it has been evaluated by the teacher and deemed satisfactory.
- 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 have read all pages of this agreement and hereby agree to all the conditions set forth within, including those in the subsidiary forms.

**Parent Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Student Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Pacific Coast High School Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Other** \_\_\_\_\_ **Date** \_\_\_\_\_

**Pacific Coast High School**  
Acknowledgement and Confirmation of Subsidiary Agreements  
Trimester 1 (July-August) **2018-2019** School Year

**Student Name:**\* \_\_\_\_\_ **Date of Birth:** \_\_\_\_\_  
*Print Legal Last Name* *First Name*

*\*as it appears on student transcript*

I have read in full all documents listed below, available on the Pacific Coast High School website <http://pchs.k12.ca.us>, and agree to all stipulations set forth in these documents. Copies of these documents are available upon request from Pacific Coast High School, 714-245-6500.

**Please INITIAL below before each document title.**

- \_\_\_\_\_ 1) **PARENT AND STUDENT ROLES & RESPONSIBILITIES**
- \_\_\_\_\_ 2) **SCHOOL SAFETY PLAN RULES AND REGULATIONS AGREEMENT**
- \_\_\_\_\_ 3) **INTERNET ACCEPTABLE USE POLICY**
- \_\_\_\_\_ 4) **ACKNOWLEDGEMENT OF PARENT OR GUARDIAN OF ANNUAL RIGHTS NOTIFICATION**
- \_\_\_\_\_ 5) **INDIVIDUALIZED LEARNING PLAN –**  
Goals while attending PCHS: Complete 1<sup>st</sup> trimester course(s).

**Please INITIAL below before each document title AND provide the required information:**

- \_\_\_\_\_ 6) **IMAGE REPRODUCTION/MEDIA RELEASE FORM:**  
After reading the above document: I hereby  give  do not give permission. **(check one)**

- \_\_\_\_\_ 7) **HOME LANGUAGE SURVEY:**  
What language did your son/daughter learn when s/he first began to talk? \_\_\_\_\_  
What language does your son/daughter most frequently use at home? \_\_\_\_\_  
What language do you use most frequently when speaking to your son/daughter? \_\_\_\_\_  
What language is most frequently spoken by the adults at home? \_\_\_\_\_

- \_\_\_\_\_ 8) **EMERGENCY INFORMATION:**  
Name of Contact \_\_\_\_\_ Phone # \_\_\_\_\_ Relationship \_\_\_\_\_  
Name of Contact \_\_\_\_\_ Phone # \_\_\_\_\_ Relationship \_\_\_\_\_  
Name of Physician \_\_\_\_\_ Phone # \_\_\_\_\_ City: \_\_\_\_\_  
Insurance Company \_\_\_\_\_ Policy and/or Medi-Cal # \_\_\_\_\_  
Conditions which might lead to health problems (allergies, seizures, asthma etc): \_\_\_\_\_

\_\_\_\_\_ List any restrictions or medications taken:  
\_\_\_\_\_

**Authorization for Emergency treatment of a minor**

In Case of sudden illness or injury to your son/daughter, every effort will be made by school officials to contact you, your family physician or the person named by you above to be called in an emergency. If it is impossible to reach you, your signature above will assure emergency treatment by authorized medical and/or hospital personnel. I (We) the undersigned parent(s)/legal guardian of the above named minor, do hereby authorize the Orange County Department of Education and its employees as agents for the undersigned to consent to any x-ray examination, anesthetic, medical or surgical diagnosis or treatment, and hospital care which is deemed advisable by, and is to be rendered under the general or specific supervision of any physician and surgeon licensed under the provisions of the Medical Practice Act on the medical staff of a licensed hospital no matter where such service is rendered. The agent for the undersigned and its employees are released of any civil of financial liabilities for the aforementioned diagnosis, treatment, hospital care, or any other acts performed that reasonable and necessary for the welfare of the minor. This authorization is given pursuant to the provisions of Section 25.8 of the Civil Code of California. This authorization shall remain effective unless revoked in writing and delivered to said agent.

The signatures below indicate understanding and acceptance of information listed above.

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Orange County Department Of Education  
 Division of Alternative Education  
 Alternative, Community, and Correctional Education Schools and Services

## STUDENT REGISTRATION FORM

**Please Print Clearly**

Legal Name: Last		First		Middle	
Prior ACCESS student: <input type="checkbox"/> -No <input type="checkbox"/> -Yes, If yes, has your name changed from a prior enrollment: <input type="checkbox"/> -No <input type="checkbox"/> -Yes If yes, indicate name used in the prior enrollment:					
Sex: <input type="checkbox"/> -Male <input type="checkbox"/> -Female	Birth Date:	Grade:	If 9 <sup>th</sup> grade or greater, initial 9 <sup>th</sup> grade entry year:		Parent Ed Level (Refer to back of form):
Name of Mother: <input type="checkbox"/> -Parent <input type="checkbox"/> -Guardian <input type="checkbox"/> -Caregiver					
Name of Father: <input type="checkbox"/> -Parent <input type="checkbox"/> -Guardian <input type="checkbox"/> -Caregiver					
Home Phone: ( ) ( )	Father's Work Phone: ( ) ( )	Ext:	Mother's Work Phone: ( ) ( )	Ext:	
Mailing Address		Apt	City		Zip Code
Residence Address (If different than above)		Apt	City		Zip Code
Father's Cell Phone: ( ) ( )		Mother's Cell Phone: ( ) ( )		Student's Cell Phone: ( ) ( )	
Father's Email Address:		Mother's Email Address:		Student's Email Address:	
<b>Residence – where is your child/family currently living? (federally mandated by NCLB) – Please check appropriate box:</b> <input type="checkbox"/> In a single family permanent residence (house, apartment, condo, mobile home) (200) <input type="checkbox"/> In a motel/hotel (110) <input type="checkbox"/> Doubled-up (sharing housing with other families/individuals due to economic hardship or loss) (120) <input type="checkbox"/> Unsheltered (car/campsite) (130) <input type="checkbox"/> In a shelter or transitional housing program (100) <input type="checkbox"/> Other (300) (please specify) _____					
<b>WHAT IS YOUR CHILD'S ETHNICITY? Mark the ethnicity with which the student most closely identifies (Please check one):</b> <input type="checkbox"/> Hispanic or Latino (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race) <input type="checkbox"/> Not Hispanic or Latino					
<b>WHAT IS YOUR CHILD'S RACE? (Select up to five racial categories, refer to back of form)</b> <i>The previous question is about ethnicity, not race. No matter what ethnicity you selected above, please continue to answer the following by indicating what you consider your race to be.</i> <b>Selection: One: _____ Two: _____ Three: _____ Four: _____ Five: _____</b>					
Place of Birth: City: _____ State: _____ Country: _____					
Migrant Ed: <input type="checkbox"/> -No <input type="checkbox"/> -Yes, ID:	If not born in the U.S., what month/year did your child.. Enter U.S.?		1st enrolled in a U.S. school?	1st enrolled in a California school?	

**FOR OFFICE USE ONLY**

Enrolled By:		Social Worker/ Probation Officer:			
Referrer: <input type="checkbox"/> -Social Services <input type="checkbox"/> -Probation <input type="checkbox"/> -District		Name: _____ Title: _____			
Referral Code:	Referral Date:		Referral Reason:		
Enrollment type: <input type="checkbox"/> -Re-enroll <input type="checkbox"/> -New	Start Date:	Program type: <input type="checkbox"/> -Day <input type="checkbox"/> -CL		PermID:	
Teacher Name/Number:		AU/Site:			
Home Lang as indicated by question #2 on the Home Language Survey:		Primary Lang as indicated by question #1 on the Home Language Survey:			
CELDT-Language Proficiency as indicated on Referral:					

**Parent Education Level Codes:**

Select the code that best describes the education level of the most educated parent

Code	Description	Code	Description
14	Not High School Graduate	11	College Graduate
13	High School Graduate	10	Graduate School/Post Grad Training
12	Some College/Associate's degree	15	Declined To state/unknown

**Race Codes:**

Select the code with which the student most closely identifies with.

Code	Description	Code	Description	Code	Description
100	American Indian or Alaskan Native (Persons having origins in any of the original people of North, Central or South America )	302	Guamanian	399	Other Pacific Islander
		301	Hawaiian	303	Samoan
		208	Hmong	304	Tahitian
205	Asian Indian	202	Japanese	204	Vietnamese
600	Black or African American	203	Korean	700	White (Persons having origins in any of the original peoples of Europe, North Africa, or the Middle East)
207	Cambodian	206	Laotian		
201	Chinese	299	Other Asian		
400	Filipino/Filipino American				

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**PREVIOUS SCHOOL(S) ATTENDED: (For purpose of requesting transcripts and/or folders only)**

SCHOOL NAME (Begin with most recent)	DISTRICT	CITY/STATE	DATES ATTENDED (Month/Year)



Alternative Community, and Correctional Educational Schools and Services

COMMUNITY SCHOOL REFERRAL

Student's Name: Last First Middle A.K.A. CALPADS SSID #: \_\_\_\_\_

D.O.B. \_\_\_\_\_ Grade: \_\_\_\_\_ Hm. Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Last School Attended: \_\_\_\_\_ Last District Attended: \_\_\_\_\_

Parent Guardian Caregiver Name: \_\_\_\_\_ Private/Charter:  Yes  No

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip \_\_\_\_\_

Please attach following items: Attendance Record, Immunization Certificate, Current Transcript, Proof of withdrawal from last school of attendance, Copy of IEP and/or other reports (if applicable), CAHSEE results, CELDT results, Yes/No Section 504 Plan. Please provide the following information: Special Education Yes/No, SAI, DIS. S/L, DIS/PSY, DIS/HEALTH, DIS/Counseling, District Sp. Ed. History-Exited, Transition to ACCESS, IEP Date, CELDT-Language Proficiency, English Only, Initially Fluent English Proficient (IFEP), Redesignated Fluent English Proficient (RFEP), English Learner (EL), CELDT Proficiency Level, 1st year enrolled in school in U.S., Year enrolled in California Public School.

REASON FOR REFERRAL: Disruptive Behavior, Substance Abuse, Medical, Other, Teen Parent, Special Education Needs, Social Services, Inability to function appropriately in school, Expulsion, Mandatory/Non-Mandatory, Truancy, Parent Request, Runaway.

ATTEMPTED INTERVENTIONS: Educational Counseling, Schedule Modifications, Parent Conferences, SARB, Suspension, Other. PREVIOUS EDUCATIONAL ALTERNATIVES: Continuation High School, Adult Education, R.O.P., Work Experience, ESL/LEP Bilingual, Other.

Comments: N/A for Pacific Coast High School

RECOMMENDATION: ADMIN UNIT:  CHEP/PCHS, Garden Grove, Harbor Learning Center, North, South East

Please check box if applicable: (For Office Use Only) Section 1981 (a) District Expulsion, Section 1981 (b) SARB, Section 1981 (d) Parental Request/District Approval. Section 1981 (c) (1) Probation status 601, 602, 654, 725, 726, 727, 790. (2) On probation or parole and not in attendance in any school. (3) Expelled: Section 48915 (a) or (c)

REFERRAL - REVIEW & CERTIFICATION

Referring District/School, OCDE Representative, Probation Representative, Juvenile Court Representative, Parent Guardian Caregiver, Student Signature. Includes signature lines for Machele Kilgore, PCHS Principal and a certification statement: Certified pursuant to Orange County Juvenile Court Order Filed December 21, 2001.

## July-August Trimester 2018

### **COURSE LOGIN DIRECTIONS** **SAVE THIS PAGE!**

**Courses WILL NOT be available until 7/2/18**

For Canvas login support, please **email** Richard at **rfitzgeorge@ocde.us**.

#### **Please Note:**

- These login directions **will not** give students access to online courses unless all enrollment forms have been completed and submitted to PCHS by May 25, 2018.
- If a student has not completed any work in their course(s) by July 13, 2018, the student will be **dropped** from their course(s) and cannot be reinstated.

#### **How To Login To Your PCHS July/August Course**

To access your courses, go to **<http://pchs.k12.ca.us>** > Click on



at the top of the page.

You can also access the PCHS Canvas course site by going to **<http://pchs.instructure.com>**.

1. **If you are a returning PCHS student (from spring 2018)** - Log on as usual.
2. **If you are new to PCHS** – You will receive an email with your login information. The message will be sent to the email address you entered on your registration form.

A screenshot of the Canvas login interface. It features a blue background with a white login form. The form has two input fields: "Username" and "Password". Below the "Password" field is a checkbox labeled "Stay signed in" and a link for "Forgot Password?". A red "Log In" button is positioned at the bottom right of the form.