

August 11, 2021

## **TWAIN HARTE SCHOOL DISTRICT PARENT NOTIFICATION LETTER: Independent Study Program**

### **Dear Parent(s)/Guardian(s):**

For the 2021-2022 school year, we are required to offer an independent study option for families of students whose health would be put at risk by in-person instruction, as determined by the parent or guardian.

The Twain Harte School District may make arrangements with the Tuolumne County Superintendent of Schools office and/or other school districts in the county to provide independent study instruction to students in our district for the 2021-22 school year.

State and federal laws require us to inform you of your option to enroll your student in an Independent Study program instead of in-person instruction. From these options, you may choose the one that best suits your child. This letter also explains:

- Your right to request a parent-teacher conference 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.

### **Requesting a Parent-Teacher Conference**

It is your right to request a parent-teacher conference prior to enrolling your student in Independent Study in order to inform your decision and ensure that it is appropriate for your student. Contact the school office to make arrangements for a parent-teacher conference.

### **Enrolling, Disenrolling & Re-Enrolling**

Once you have determined that you would like to pursue Independent Study, you can begin the enrollment process by notifying the school office of your request.

If you are enrolled in Independent Study and would like to return to in-person instruction, notify the school office and we will enroll your student in the appropriate class.

### **Instructional Time**

The goal of the Independent Study program is to provide an alternative to in-person instruction to students whose health may be put at risk by attending class face-to-face. As such, Independent Study is an educational program that provides instruction based on the state-adopted content standards by certificated teachers. There are specific requirements for instructional time that may include both synchronous and asynchronous work. These expectations will also be outlined in the students' written Learning Agreement, which must be signed prior to enrollment.

Instructional Time	Description	Length & Frequency
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.	<b><i>K-3=60 Minutes Daily</i></b> <b><i>4th-8th=60 Minutes Weekly</i></b>
Live Interaction	Interaction between the student and school classified or certificated staff, and may include peers, provided for the purpose of maintaining school connectedness including but not limited to: wellness checks, progress monitoring, provision of services and instruction. This interaction may take place in person or in the form of internet or telephonic communication.	<b><i>K-3rd=see above</i></b> <b><i>4th-8th=Daily telephone communication</i></b>
Asynchronous Instructional Time	Forms of instruction that do not occur in the same place or at the same time. The term is most commonly applied to various forms of digital and online learning in which students learn from instruction—such as prerecorded video lessons or game-based learning tasks that students complete on their own—that are not being delivered in person or in real time. Yet asynchronous learning may also encompass a wide variety of instructional interactions, including email exchanges between teachers, online discussion boards, and course-management systems that organize instructional materials and correspondence, among many other possible variations.	<b><i>K=120 Minutes Daily</i></b> <b><i>1st-3rd = 170 Minutes Daily</i></b> <b><i>4th-8th=240 Minutes Daily</i></b>

If you have any questions beyond the details listed above, please contact the school office at 209-586-3266.

Sincerely,



Gabe Wingo  
Superintendent/Principal  
Twain Harte School