



## RESCUE UNION SCHOOL DISTRICT

"Educating for the Future Together"

2390 Bass Lake Road • Rescue, CA 95672

(530) 677-4461 • FAX (530) 677-0719

[www.rescueusd.org](http://www.rescueusd.org)

---

July 29, 2021

### MEMO RE: **Long-Term Independent Study (LTIS) Program**

**Dear Rescue Union School District (RUSD) Parents, Guardians, and Caregivers,**

Due to recent changes in state laws (Assembly Bill 130) and in order to best serve students and meet families' diverse health and educational needs, the Rescue Union School District is planning to offer an Long-Term Independent Study (LTIS) program, for students not planning on returning to in-person learning due to health concerns for the 2021-2022 school year. Based on the new legislation and our experiences this past school year, there will be some significant changes in the way the LTIS is structured compared to the Distance Learning program previously offered via Frontier Virtual Academy. We want to make everyone aware of these changes prior to the 2021-2022 enrollment process so that parents, guardians and caregivers can make informed choices about whether LTIS or in-person instruction would be best suited for their students.

In accordance with AB 130, RUSD is offering a LTIS program that includes synchronous instruction with a RUSD teacher. Parents, guardians and caregivers will provide instruction as needed. RUSD will provide limited synchronous instructional guidance each day either by grade level or in a mixed grade-level format. This is intended to allow students to ask questions and get guidance from a RUSD LTIS teacher on their independent work packets. Participation in the LTIS program requires:

- Attendance in the synchronous learning sessions
- Completion of work packets/activities

To provide greater clarity on our LTIS program attached is:

- A FAQ sheet
- The process to enroll in LTIS
- The RUSD Master Agreement for LTIS

If you are interested in knowing more about LTIS or have questions please contact Amy Bohren, Director of Special Programs at [abohren@my.rescueusd.org](mailto:abohren@my.rescueusd.org).

If you intend to enroll in LTIS for the 2021-2022 school year please register [here](#) by Tuesday, August 3rd at 2:00pm. If needed, please copy and paste this URL <https://forms.gle/5ucdkzfCCZbD3sKNA> into your browser window. Hard copies will be available at the District Office.

Sincerely,

Jim Shoemake  
Superintendent



## RESCUE UNION SCHOOL DISTRICT

*"Educating for the Future Together"*

2390 Bass Lake Road • Rescue, CA 95672

(530) 677-4461 • FAX (530) 677-0719

[www.rescueusd.org](http://www.rescueusd.org)

### Frequently Asked Questions and Guidelines

#### What is Independent Study?

Independent Study (IS) is an alternative way of learning. We offer two types of Independent Study:

- **Short-Term Independent Study (STIS):**
  - For students missing in-person school 5-14 consecutive days
  - This is typically provided for an emergency, vacation or illness
  - STIS is when a teacher prepares work packets for a student to independently complete while traveling or briefly ill.
  - There is no teacher contact or support.
  - There is a separate process for enrolling in short-term independent study. Please click [here](#) to access the STIS Master Agreement.
- **Long-Term Independent Study (LTIS):**
  - For students missing in-person school for 15 days or longer.
  - Per Assembly Bill 130 this is for "...a pupil whose health would be put at risk by in-person instruction..."
  - A credentialed teacher provides the student with work, but the student does not take in-person classes with other students every day. Students work independently with the parent, guardian or caregiver serving as the primary instructor. Students are exposed to state standards and district curriculum that is substantially equivalent to in-person learning.

#### Who may/may not participate in LTIS?

Any General Education student may participate, including students on 504 Plans (Education Code §51745). Per Assembly Bill 130 LTIS is for "...a pupil whose health would be put at risk by in-person instruction..."

- RUSD strongly encourages that students considering LTIS also possess:
  - a foundation of basic, grade-level academic skills;
  - personal motivation;
  - commitment to learning;
  - solid organizational skills;
  - ability to participate in self-directed learning; and
  - parents, guardians and/or caregivers support as a learning coach

Special Education students may only participate in LTIS if an IEP meeting is held and the IEP team believes the student will be able to independently complete work and make progress on IEP goals (Education Code §51745(c)). IEP services are supported by providing work packets and/or independent activities that are geared towards student's IEP goals. Students must work independently to complete packets/activities. LTIS is not recommended for students who cannot work independently or access grade-level curriculum (Education Code §51746(b)(1) & 5 CCR 11700(d)(1)(B)).

#### What is the LTIS Master Agreement?

The LTIS Master Agreement outlines the course of study for each LTIS student (Education Code §51747(c)). Students are exposed to state standards and district curriculum that is substantially



## RESCUE UNION SCHOOL DISTRICT

*"Educating for the Future Together"*

2390 Bass Lake Road • Rescue, CA 95672

(530) 677-4461 • FAX (530) 677-0719

[www.rescueusd.org](http://www.rescueusd.org)

equivalent to in-person learning. Students will be assigned a full day's worth of work that is comparable to the core curriculum assignments in the regular school of attendance (TK = 200 minutes and K-8<sup>th</sup> grade = 300 minutes). For Special Education students, the student's IEP must be signed that verifies that LTIS is appropriate for this student. The Master Agreement must be signed within thirty days of the student commencing LTIS.

### **What happens if my student is not completing work and/or attending synchronous daily learning sessions?**

- If a student is not completing work the district will engage student and family in tiered re-engagement strategies.
- If a student is not attending synchronous daily learning sessions it is viewed as an absence and the district will engage student and family in tiered re-engagement strategies.

### **Process for Enrolling in LTIS**

1. Parent, guardian or caregiver completes digital registration by Tuesday, August 3rd at 2:00pm. If needed, please copy and paste this URL <https://forms.gle/5ucdkzfCCZbD3sKNA> in your browser window. Hard copies are also available at the District Office.
2. For General Education students, the principal or designee conducts a conference with parent, guardian or caregiver(s), teacher(s) and student within 30 days of enrollment in the program. The team reviews the LTIS Master Agreement.
3. For Special Education students, the principal or designee and case manager call an Individual Education Plan (IEP) meeting. The IEP Team must determine that the student can independently make progress on the IEP goals written into the current IEP, without in person or virtual direct services or related supports. The student must be able to independently complete work packets tailored to their IEP goals and participate in synchronous general education instruction.
  - a. If the IEP team approves LTIS:
    - i. The student will be enrolled.
    - ii. IEP aide services will not be provided while on LTIS due to the independent nature of LTIS.
    - iii. IEP services will not be directly delivered while the student is on LTIS. Work packets will be provided that are uniquely tailored to the student's learning needs.
    - iv. IEP goals will be worked on independently by the student with minor parent, guardian or caregiver assistance.
    - v. Annual and triennial IEPs will be conducted while the student is on LTIS.
    - vi. Parent, guardian or caregivers will make the student available for in person assessments on school campuses to be in compliance with IEP timelines.
  - b. If the IEP team does not approve LTIS the student may not move to LTIS program.



## RESCUE UNION SCHOOL DISTRICT

*"Educating for the Future Together"*

2390 Bass Lake Road • Rescue, CA 95672

(530) 677-4461 • FAX (530) 677-0719

[www.rescueusd.org](http://www.rescueusd.org)

### **Process for Dis-enrolling in LTIS and Returning to In-Person Learning**

1. Parent/Guardian/Caretaker notifies the LTIS teacher and the Director of Special Programs at least five days prior to requesting a return to in-person learning.
2. In person site counselor schedules a transition meeting that will include:
  - a. the collection of any technical devices
  - b. a discussion about best practices for in-person learning with the parent, guardian or caretaker, LTIS teacher and student
  - c. connecting the parent with needed resources, such as obtaining bus transportation or food service assistance
  - d. LTIS teacher suggests any needed supports to assist counselor in scheduling for in-person learning
3. Counselor works with the student service secretary on scheduling the student in Aeries and notifying in-person teacher/s of start date.

### **RUSD MASTER AGREEMENT FOR LONG-TERM INDEPENDENT STUDY (LTIS)**

#### **SCHOOL/STAFF RESPONSIBILITIES:**

##### **School staff will provide and/or adhere to the following guidelines:**

Credentialed teacher(s) will provide the student with work weekly for the duration of the LTIS contract.

- Most work will be provided electronically but at times printed packets will be provided.
- Method used to evaluate the pupil's work is the responsibility of the teacher or principal's designee. The objective will be to assess work for completion of assignments and student's achievement. The teacher evaluates the completed work, assigns daily attendance credit, and academic credit on a weekly basis.
- School staff will assign standards based grades/credits on mid-trimester progress report and end of trimester report card. Daily work assignments and district adopted standard assessments will be given each trimester commensurate with in person students.
- School staff will take daily attendance and submit the weekly attendance/work completion template to the principal or designee.
- All parties agree that failure to complete this contract may result in the lowering of a grade.
- School staff will provide each student with devices adequate to participate in the program and as needed assist students with internet connectivity.
- If a student is not performing at grade level, is in need of socio-emotional assistance, or has poor attendance support will be provided as needed utilizing the following tiered re-engagement process:
  - individualized or small group intervention sessions with a teacher or instructional aide
  - virtual counseling session/check in with the counselor of the normal school of enrollment
    - counselor to connect family with community resources and agencies
    - counselor to have at least one follow up session with student/family within two weeks of initial check-in
  - English Learners will receive both designated and integrated English Language Development from the primary teacher and/or ELD Teacher
  - Student Study Session meeting with teacher, site principal and parent



## RESCUE UNION SCHOOL DISTRICT

*"Educating for the Future Together"*

2390 Bass Lake Road • Rescue, CA 95672

(530) 677-4461 • FAX (530) 677-0719

[www.rescueusd.org](http://www.rescueusd.org)

- home visit by district administration
- After all the above interventions have been utilized, if the student is still not fulfilling the requirements outlined below under "Student Responsibilities" and throughout the LTIS Master Agreement, the Superintendent or designee will evaluate the appropriateness of LTIS for the student and may notify the student and his/her parent, guardian, or caretaker of his/her removal from the LTIS program and may offer a placement in the in-person learning program

### **STUDENT RESPONSIBILITIES:**

#### **The student understands and/or agrees to:**

- I understand that Long-Term Independent Study is an optional educational alternative in which no student may be required to participate
- I am entitled to textbooks and supplies, and work provided that is substantially equivalent to in-person learning by my supervising teacher.
- Students work independently with the parent, guardian or caregiver providing instruction as needed.
- I have the same rights as others students in my grade at Rescue Union School District.
- If I do not complete the required number of assignments given, RUSD re-engagement strategies will be implemented by school staff.
- If I do not complete work and/or attend daily synchronous learning sessions, I may not be able to continue on LTIS or I may be ineligible for future IS contracts.
- I understand that if I have been suspended or expelled, pursuant to Education Code 48915 or 48917, I am unable to do Long-Term Independent Study unless the Superintendent or designee has offered an alternative to classroom instruction

### **PARENT/GUARDIAN RESPONSIBILITIES:**

**I understand that the major objective of LTIS is to provide a voluntary educational alternative for my son or daughter for a specific term of time. I agree to the above conditions listed under "Student". I also understand that:**

- Learning objectives are consistent with and evaluated in the same manner that they would be if he or she were attending school during the period of LTIS.
- I understand that I will need to participate in a parent/guardian/caregiver-student-teacher conference prior to enrollment in LTIS.
- I will communicate with the teacher regarding my student's needs daily; ensure my student attends and appropriately participates in daily live synchronous learning sessions; and will establish and maintain an environment at home that is conducive to learning.
- I am responsible for providing instruction to my student as needed and supervising my student's participation and behavior while he or she is completing the assigned work and daily synchronous learning sessions and for ensuring the submission of all completed assignments necessary for evaluation by dates due.
- I am liable for the cost of replacement or repair of lost or damaged books, technological devices and materials checked out to my student.



**RESCUE UNION SCHOOL DISTRICT**

*"Educating for the Future Together"*  
2390 Bass Lake Road • Rescue, CA 95672  
(530) 677-4461 • FAX (530) 677-0719  
[www.rescueusd.org](http://www.rescueusd.org)

*Signature page to be submitted at the conclusion of the LTIS Initial Parent/ Teacher Conference. Contract must be signed by all parties within thirty days of a student beginning in LTIS.*

**Long-Term Independent Study (LTIS) Program Signature Page**

Duration of Independent Study Agreement: Beginning Date \_\_\_\_\_ End Date \_\_\_\_\_

Student's Current Grade Level: \_\_\_\_\_ Student's Birth Date: \_\_\_\_\_

Student's School of Enrollment: \_\_\_\_\_

Student's Address: \_\_\_\_\_

Student's Printed Name: \_\_\_\_\_

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent/Guardian/Caregiver Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervising Teacher: \_\_\_\_\_ Date: \_\_\_\_\_

Principal: \_\_\_\_\_ Date: \_\_\_\_\_

Date of Enrollment Conference/IEP Meeting: \_\_\_\_\_

Start Date of Contract: \_\_\_\_\_ End Date of Contract: \_\_\_\_\_

-----

***For Special Education Students only:***

This contract was approved by the IEP Team via an IEP amendment dated: \_\_\_\_\_

Special Education Case Manager: \_\_\_\_\_ Date \_\_\_\_\_