

PENN VALLEY UNION ELEMENTARY SCHOOL DISTRICT

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Melissa Conley, - Superintendent

July 30, 2021

Penn Valley Union Elementary 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 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.

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. Please contact Nicole Wagner at nwagner@pvuesd.org or call (530) 432-7311.

Enrolling, Disenrolling & Re-Enrolling

Once you have determined that you would like to pursue Independent Study, you can begin the enrollment process. If you are considering IS, please let Nicole Wagner know your interest by Friday, August 6, 2021 so that we have accurate enrollment while planning the 2021/2022 school year.

If you are enrolled in Independent Study and would like to return to in-person instruction, you must contact the school site office to begin the disenrollment process. This may take up to 5 business days.

Once disenrolled, you are required to adhere to the procedures and guidelines of our in-person instruction program. Re-enrollment in IS may also take place based on the student’s needs.

Instructional Time

The goal of our 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.

Instructional Time	Description	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.	<i>TK - 3 Students daily instruction on a schedule TBD</i> <i>4 - 8 Students weekly instruction on a schedule to TBD</i>
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.	<i>TK - 3 Students daily interaction on a schedule TBD</i> <i>4 - 8 Students daily interaction on a schedule TBD</i>
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	<i>TK - 3 Students continue to work on their own to complete their required assignments</i> <i>4 - 8 Students continue to work on their own to complete</i>

	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.	<i>their required assignments</i>
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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 Nicole Wagner at nwagner@pvuesd.org or call (530) 432 - 7311 to ask about the process.

Sincerely,

Melissa Conley

Superintendent

Penn Valley Union Elementary School District