



LOS ANGELES UNIFIED SCHOOL DISTRICT  
**Porter Ranch Community School**

12450 Mason Avenue, Porter Ranch, CA 91326  
Telephone: (818) 709.7100 Fax: (818) 993.1363

*Ramon C. Cortines*  
Superintendent of Schools  
*Vivian K. Ekchian*  
Local District Superintendent, Northwest  
*Mary Melvin*  
Principal  
*Avak Demirjje*  
Assistant Principal  
*Aggie Metichecchia*  
Assistant Principal EIS  
*Amy Almany*  
Middle School Counselor  
*Katie Guerra*  
Coordinator

## **Middle School Master Agreement for Independent Study**

### **Student Agreement: I understand and agree that:**

- ◆ Independent study is an alternative to classroom instruction provided by **Porter Ranch Community School**. It is individualized instruction based on this agreement, called the Master Agreement between me, my teacher, my parent, guardian, caregiver and other person if applicable.
- ◆ I am enrolling voluntarily. I understand that a regular classroom option will always be available at my home school or other agreed upon site. If I have been referred or assigned pursuant to EC 48917-EC 51747 (c)(7) an alternative classroom option has been offered and will always be available.
- ◆ If I have an Individualized Education Plan (IEP), the IEP must specifically provide for my enrollment in independent study.
- ◆ All visits I may wish to make to any other school campus require the prior approval of my teacher and the school.
- ◆ All course work will be consistent with the Los Angeles Unified School District Guidelines for Instruction.
- ◆ In order to receive course credit, I must complete the major objectives of each course I undertake as outlined in the Guidelines for Instruction. These objectives are made a part of this Master Agreement.
- ◆ I will have the resources of school personnel, state authorized textbooks, supplementary instructional materials, and community resources, as described on my Assignment Sheets prepared by my teacher and which are a part of this Master Agreement.
- ◆ The instructional activities will include, but are not limited to the following: listening, speaking, reading, writing, computation, and thinking. Specific activities and instructional materials will be described on my Assignment Sheets, which are a part of this Master Agreement.
- ◆ The methods used by my teacher to evaluate my work and my performance will include grading, measuring, and/or appraising written, oral, audio, visual, and/or performed assignments and tests to determine my grade in each course.
- ◆ I will meet weekly with my teacher unless otherwise indicated and my assignment is due at that time. I will be on time for my appointment or will call my teacher to schedule a new appointment. Four consecutive missed assignments or consistently substandard work may terminate this agreement. The maximum time allowed between the assignment date and the due date shall be six weeks or 30 consecutive school days.
- ◆ When I meet with my teacher, I will be prepared to ask questions, obtain necessary assistance, and take tests or quizzes as appropriate. I will be evaluated at each appointment based on one or more of the following: demonstration of skills, product completion, or/oral/written tests.
- ◆ My parents and I are liable for the cost of replacement or repair of lost or damaged books or other materials that are checked out to me..
- ◆ Subsidiary attachments such as Course Contracts, Assignment Sheets, and other necessary papers are a part of this master Agreement.
- ◆ During the effective dates of this Master Agreement, I will complete between 5 and 30 credits depending on the date of my enrollment. This number may be adjusted if circumstances require a change.
- ◆ My parent or I may contact my teacher at any time to ask for assistance or check on my progress.
- ◆ My continued enrollment in **Porter Ranch Community School** will be based upon my compliance with all the terms and conditions of this Master Agreement.



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**Middle School Master Agreement  
for Independent Study**

Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Age: \_\_\_\_\_ Grade Level \_\_\_\_\_

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

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Duration: **One Semester** Beginning Date: \_\_\_\_\_ Ending Date: \_\_\_\_\_

This Master Agreement is in effect for the FALL ☐ / SPRING ☐ semester of the \_\_\_\_\_ school year. The student will complete the courses listed below during the semester as they are outlined in the Los Angeles Unified School District course descriptions. All course objectives will be consistent with the established district guidelines. Additional descriptions of the major objectives, activities, and the methods for evaluating student work will accompany Course Contracts and Assignments Sheets.

Students need to spend as much time in the completion of schoolwork as is required in the regular school of attendance if they expect to earn 30 credits per semester. The following subjects will be attempted while this Master Agreement is in effect.

Subject	Credits Attempted	Subject	Credits Attempted

Additional courses may be added during the term of this Master Agreement.

◆ I will meet with my teacher as follows:

Day: M T W Th F (circle one)

Location: \_\_\_\_\_

Teacher's Phone: \_\_\_\_\_

Time: \_\_\_\_\_

Frequency: \_\_\_\_\_

Manner: \_\_\_\_\_

Parent/Guardian Agreement:

◆ I understand and accept all of the foregoing agreements made by this student.

We have read all items on the Master Agreement and will comply with all of the conditions set forth within.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian/Caregiver Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Teacher Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Other (if applicable)

\_\_\_\_\_  
Date