



INDEPENDENT STUDY PLAN **(In the Event of a School Closure)**

Pursuant to Education Code Section 46393, Orange County Classical Academy (“OCCA” or Charter School”) hereby certifies the following guidelines regarding independent study shall apply in the event of a school closure at OCCA:

1. The Charter School shall offer independent study pursuant to its Independent Study Policy, to any student impacted by any of the conditions listed in EC Section 46392 within ten (10) days of the first day of a school closure or material decrease in attendance.
2. Independent Study will be offered in the event of a school closure greater than two (2) consecutive school days.
3. Independent study assignments will comply with the minute requirements for work time value and align with all requirements outlined in OCCA’s Independent Study Board Policy.
4. Students who are individuals with exceptional needs may participate in an independent study program and shall receive the services identified in their individualized education programs (“IEPs”). The IEP shall contain a description of the means by which the individualized education program will be provided under emergency conditions, as described in Education Code Section 46392, in which instruction or services, or both, cannot be provided to the student either at the school or in person for more than ten (10) school days. The description shall include all of the following:
 - a. Special education and related services.
 - b. Supplementary aids and services.
 - c. Transition services, as defined in Education Code Section 56345.1.
 - d. Extended school year services pursuant to Section 300.106 of Title 34 of the Code of Federal Regulations.
 - e. If the service cannot be offered because of the closure, service minutes will be made up as soon as practicably possible upon school reopening.
5. In the event of an emergency school closure, OCCA shall require reopening for in-person instruction as soon as possible unless prohibited under the direction of the local or state health officer.
6. When offering independent study related to an emergency school closure of greater than two (2) consecutive school days, the following plan will be in place to ensure that parents/guardians have signed the master agreements in a reasonable amount of time:

- a. A school-wide communication will be sent to families explaining the purpose of a master agreement; the method by which the master agreement will be shared individually with parents/guardians; and a deadline to return the agreement. When requested by parents/guardians, Charter School staff shall schedule virtual or telephonic meetings to review the master agreements' terms, answer questions, and obtain signatures.
- b. For a student participating in an independent study program that is scheduled for less than 15 school days, each written agreement shall be signed within ten (10) school days of the commencement of the first day of the student's enrollment in independent study, by the student, the student's parent/guardian/caregiver, if the student is less than 18 years of age, the certificated employee who has been designated as having responsibility for the general supervision of independent study, and the certificated employee designated as having responsibility for the special education programming of the student, as applicable. For purposes of this paragraph "caregiver" means a person who has met the requirements of Part 1.5 (commencing with Section 6550) of Division 11 of the Family Code.
- c. For a student participating in an independent study program scheduled for more than 14 school days, the individuals listed above shall sign each written agreement before the commencement of independent study.
- d. Written agreements may be signed using an electronic signature that complies with state and federal standards, as determined by the California Department of Education, which may be a marking that is either computer generated or produced by electronic means and is intended by the signatory to have the same effect as a handwritten signature. The use of an electronic signature shall have the same force and effect as the use of a manual signature if the requirements for digital signatures and their acceptable technology, as provided in Section 16.5 of the Government Code and in Chapter 10 (commencing with Section 22000) of Division 7 of Title 2 of the California Code of Regulations, are satisfied.
- e. Charter School shall comply with the Education Code Sections 51745 through 51749.3 and the Charter Schools Act of 1992's provisions and the State Board of Education regulations adopted there under.