

## CSA SINGLE SUBJECT CONTRACT

**SECTION 1: TO BE COMPLETED BY STUDENT AND COUNSELOR**

Student's Name: \_\_\_\_\_ Currently enrolled at: \_\_\_\_\_ Date: \_\_\_\_\_ Grade \_\_\_\_\_

Term of request: \_\_\_\_\_ Expected Graduation Date: \_\_\_\_\_

I am participating in NTHS Ski Academy: Yes No (circle one)

Current student services being accessed: EL \_\_\_\_\_ 504 \_\_\_\_\_ SWD \_\_\_\_\_

Course(s) Requested \_\_\_\_\_ Credits Needed: \_\_\_\_\_

**PLEASE MARK DAYS AND PERIODS YOU ARE AVAILABLE FOR CLASS W/ CSA BELOW:**

	Monday	Tuesday	Wednesday	Thursday	Friday	Notes
Period 1						
Period 2						
Period 3						
Period 4						
Period 5						
Period 6						
English only 2:30						
English only 3:30						
English only 4:30						

\_\_\_\_\_ I have requested a TA option periods 1, 2, 3, or 4

**Student's School Counselor's Signature for Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**SECTION 2: TO BE COMPLETED BY STUDENT AND PARENT**

- **Attendance Policy:** Regular attendance and punctuality **is required**. There are **no excused absences** in independent study. Please read attached credit and attendance policies.
- **Any planned absences must be preapproved by CSA administration.** Read attendance policies attached.
- Student and Parent agree to follow and adhere to assignment and class requirements held in a digital format in an assignment sheet and syllabus. Students and teachers can all access this document throughout the course. Parents may also request access.

**I have read and understand the terms of the contract, CSA Policies, Grading and Attendance Matrix.**

Student Signature \_\_\_\_\_ Date: \_\_\_\_\_

Parent Name (print) \_\_\_\_\_ Parent Signature \_\_\_\_\_ Date: \_\_\_\_\_

**Contact Information:**

Parent's cell phone \_\_\_\_\_ Student's cell phone \_\_\_\_\_

Parent Email \_\_\_\_\_ Student Email \_\_\_\_\_

**SECTION 3: TO BE COMPLETED BY CSA**

Date received by CSA Admin: \_\_\_\_\_ Date received by CSA supervising teacher: \_\_\_\_\_ Initials: \_\_\_\_\_



# Cold Stream Alternative Policies

## Contract Terms, Credits and Attendance

### HOW CREDIT IS GRANTED

For students 6-8, receive report cards and traditional evaluations like other TTUSD students. Promotion is based upon the expected learning outcomes and performance levels established by the California Department of Education and the TTUSD Board of Trustees.

For students 9-12, subject credit is given according to work completed and test performance as in the traditional high school. Credit is not given according to seat time. **CREDIT IS EARNED ONLY ON WHAT A STUDENT PRODUCES.**

It is possible to earn partial credits in any subject if a student fails to turn in make-up work over three weeks from when it was assigned. Letter grades A to C may be earned.

### Policy on Cheating & Plagiarism - Definition:

"To take ideas writings, etc. from another and pass them off as one's own." All written assignments in all subjects will be scrutinized through Turn It In: a software program that detects plagiarism.

Students are expected to do their own work. The site administrator will make the final decision regarding cheating including plagiarism. Consequences will be appropriate to the severity of the offense, (e.g. an "F" for the assignment, an "F" for the semester grade, reassignment)

## ATTENDANCE REQUIREMENTS

### TRADITIONAL SCHOOLS

At traditional schools, students are given attendance credit for being physically at the school site whether they are productive or not. So a student attending a traditional school earning an "F" grade earns the same attendance credit per day as an "A" student.

### COLD STREAM ALTERNATIVE SCHOOL

#### **Truancy and Tardy Policy**

Parents and students sign a single subject contract each school year; students sign weekly assignment sheets. These assignment sheets clearly define when student work is given and when it is due. By signing the contract and assignment sheet, parents and students agree to have all assigned work to the teacher on or before the due date even in the event of illness. **NO EXCEPTIONS.** There are **no** excused absences in independent study.

## Cold Stream Alternative Policies continued

### Contract Terms, Credits and Attendance

If a student calls in sick on the day of their scheduled appointment, the student must insure that their work is turned in digitally. If no work is turned in on or before that day, the student will be docked the number of days as unexcused absences. Students are to be punctual to all scheduled meetings according to their assigned time. A tardy over thirty minutes is recorded as an unexcused absence.

#### **Three or more unexcused absences is habitual truancy.**

*If a student fails to make a scheduled appointment, does not complete some or all of the assigned work and/or fails to turn in work on the due date, non-attendance days are given.*

Students who accumulate five to ten non-attendance days for failure to complete or to turn work in ON TIME may be dropped from independent study.

#### **PLANNED ABSENCES**

TTUSD offers generous student time off during Thanksgiving, Winter, Ski/Skate, Spring, and other school breaks. Additionally, independent study schedules allow students to attend class only one or two days a week for short periods of time. Independent study course work and instructional time does not always allow for the accommodation of additional absences. You must get preapproval from CSA administration however, it will be unlikely that approval will be given.

#### **TARDIES (9-12)**

Each student is given a time and meeting date. It is imperative that students are punctual to each meeting. Students who are late may be subject to a referral or other disciplinary action for habitual lateness. A tardy over thirty minutes is an unexcused absence.

#### **SNOW DAYS (6-12)**

In the event of a snow day, it is the **responsibility of the student** to make contact with his/her teacher to turn in assignments that are due and pick up new work. Every student has a course syllabus delineating the next assignment.

**Cold Stream Alternative  
Student Grading and Attendance Matrix**

Grade	Credits	Qualifier
NG (No grade)	No credits have been earned -Not meeting standards -Not submitting assignments -Not attending class	69% or below (even if work was complete) -Not meeting the standards
C	Credits earned	-Meets minimum standards at a minimum of 70% proficiency -As defined by course syllabus
B	Credits earned	-Meets standards at 80% or above proficiency -As defined by course syllabus
A	Credits earned	-Exceeds standard at 90% or above proficiency -As defined by course syllabus

	Expectation	Consequence of Not Meeting the Expectation
<b>Weekly Meetings</b>	Students are expected to attend meetings weekly in person and on time.  Students who are not able to attend their weekly meeting will submit their assignments online to their teacher by their appointment time.  Students must submit their completed assignments at the beginning of their meeting.	Students who are not able to attend their weekly meeting will be marked absent for the week.  If assignments are not received by the scheduled meeting time, assignments are considered late.
<b>Assignment Sheets</b>	Students and parents will refer to the assignment sheet for assignment due dates and monitor it routinely.	Assignments submitted later than the scheduled meeting time will be considered late and only earn a maximum of 70%.
<b>5 period absences (excused or unexcused)</b>		Parents and administration will be notified by the teacher and administrator.
<b>10 period absences (excused or unexcused)</b>		Parents and administration will be notified by the teacher and administrator. Parents will be asked to attend a meeting with the administrator to determine program appropriateness.
<b>15 absences</b>		Student may be exited from the program

