



Short Term Independent Study Contract Program

Parents are encouraged to plan vacations during days when school is not in session. The district recognizes that there are some events (illnesses, family emergencies, etc.) that cannot be rescheduled so it offers a method for students to avoid falling behind in their classes when out of school. A student who has habitual absences or is failing a class should refrain from missing school even with a study contract.

The Short-Term Independent Study (STIS) program is intended to provide students and parents with educational options for pre planned absences from school for between five (5) and twenty (20) days. STIS is a voluntary, optional educational offering available to elementary and secondary students.

To be eligible for STIS, parents must notify the home school at least three (3) school days prior to the first day of the contract **and** complete the study agreement BEFORE the start date. **The agreement cannot be signed on the same day on which it starts.** The student must also sign the agreement before the start date.

The teacher(s) will provide work to the office to be given to the parent. If a teacher fails to provide work for a student, the student will not be penalized academically nor be given unexcused absences.

Students must submit the completed assignments no later than the third (3rd) school day after the end of the contract to the school office staff. **Students should not return the work to the teacher.** The office will distribute the work to the teachers and the Alternative Education Office for the finalization of the contract.

Teachers will assess the work and, if it is complete and satisfactory, will assign grades for the classwork missed while the student was absent.

The Alternative Education office will review the assignments for attendance credit. Attendance credit is awarded for complete and satisfactory work only. Should all or a portion of the work not be completed satisfactorily, portions of the absence will be considered as unexcused. All contracts must be completed and returned prior to the last 10 days of a semester (secondary) or the year (elementary).

STIS agreements for middle and high school students should not be requested for the first ten (10) or the last ten (10) days of a semester. They will only be approved for extenuating circumstances by the IS office.

STIS agreements for elementary students should not be requested during the first ten (10) or the last ten (10) of the school year. They will only be approved for extenuating circumstances by the IS office.

Questions regarding participation in the STIS program can be directed to the individual school sites or the Alternative Education Department at 760-499-1810.