



Mosaic Academy

3050 Chicago Ave, CA (951) 225-7350

Memorandum of Understanding

In order to ensure that all parents and students understand our expectations with our program for the 2017-2018 school year, this document should clarify what is required.

Our program at Mosaic Academy is a cross-curricular program. This means that areas of study may be integrated throughout other academic areas. For example, if the current period of study is the Revolutionary War, students may also be reading books set in that time period during literature class and completing writing projects to accompany those books for the writing class.

As a state-funded, public school, we are required to teach all grade levels with Common Core standards. Likewise, we ask that all of our third through eighth grade students take the CAASPP exam in the spring, which helps us track the growth of our students each year.

What is a home study day? Our academy is a five day program, with the students on site three days a week (Monday Wednesday, Friday.) Tuesday and Thursday will be the days you and your child are expected to complete homestudy work at home. Although your child is not sitting in class at our site on those days, ***they are still expected to use those days as work days since our program attendance is based on academic completion.*** Students and parents will be given a schedule of what assignments are to be completed during the week and what should be completed on home study days. It is expected that students will have between four and six hours of school work on these home study days. Students will be expected to be active learners and enthusiastic participants in the academy journey. Please keep in mind that the work being done on these days is not review, but a continuation of the learning process and must be graded by parents. Often new material can and will be introduced on the home study days. Remember, if there are questions about an assignment, teachers are available via email and phone. They are valuable resources for you on your home study days.

What can your child look forward to achieving? We will be offering a variety of subjects, which include core classes and electives. Core classes include math, science, English and history. Electives may include P.E., art, Lego League, and theater.

How will this school communicate with you? Communication is of utmost importance in every child's education. At Mosaic Academy, we have a unique format in which we communicate with our parents and students called Canvas, where teachers post weekly assignments to aid in keeping track of the work. In addition to Canvas, we use the Illuminate Grades program. School-wide communication will also be shared with parents through phone



messages, emails, newsletters, flyers, and other forms. Please make sure current phone numbers, addresses, and email addresses are updated through the front office.

The online programs utilized in this program require regular use of the computer and internet. If you have trouble using the internet at home, we are happy to allow you to use our computers here at the site. We will also assist you with the programs if you need help. We require that you check Canvas and Illuminate every week so you are aware of the progress your child is making, while also helping you be aware of any missing assignments or poor grades.

How do you know if this program will meet your child's needs? We have several programs here at Springs Charter School, giving you choice as a parent. It is vital that you make the choice that will allow your child the most room for success. Our teachers will work collaboratively with other Mosaic staff, parents and students to personalize education as much as possible. If you find that the academic standard will be too demanding for your student, please know that the Riverside Student Center also provides a quality enrichment program for those students who thrive in a strong homeschool program.

Parent Responsibility. Mosaic Academy is a unique educational opportunity that is designed to give parents and students a balance between home school and site-based classes. You are a crucial part of the educational team. In addition to teaching students with their schoolwork on home study days, you may be invited to attend meetings once a month. These meetings are informative in nature and are not intended to be conference times with individual students and parents. Conferences can be scheduled as needed.

Teacher Responsibility. Teachers at the Mosaic Academy are required to plan lessons and keep parents and students informed of assignments, grades, and any other school-related issues. Teachers are responsible for grading and/or providing feedback on student work, and entering grades into Illuminate in a timely manner.

Mosaic Academy meets on-site three days a week; this does not mean that the rest of the week is vacation time for students or for the teachers. Teachers will be available by phone or email during the work day if there are any questions regarding assignments. An appointment may be scheduled if questions cannot be answered through a phone call or through email. Individual conferences can be scheduled as needed.

At the Riverside Student Center, we believe that all of our students are "stars", which means that our teachers are "star polishers." By working with students to be hard workers and good citizens, our teachers prepare their students to shine, both in their time at school, as well as in their lives outside of school.



Student Responsibility. Riverside Student Center has a program called Noteworthy Citizens. We expect all of our students to be distinguished, self-controlled, and respectful. This means that we encourage students to push themselves to be the best that they can be, whether they are working in school or on home study days.

We also wish for our students to be positive role models for one another. Each student should strive to show mastery as a Noteworthy Citizen whenever possible. They can do this by demonstrating respect, responsibility, and safety at all times. By respecting themselves, others, and the student center, students feel empowered, and, thus, they have a better understanding of the success they can achieve.

Field Trips. Field trips are an important part of the Mosaic Academy program. In order to reduce costs and broaden relationships within the Springs' family, our students may occasionally join other Springs' students for shared field trips.

Attendance is important! The Mosaic Academy program is a rigorous one and we hold high expectations for our students. Your child will be working at their ability level, and our goal is to take your child as far as individually possible each year. Teachers are spending a great deal of time planning units and lessons, and it is imperative that your child have regular daily attendance. Obviously, there are times when your child is sick or has an emergency, but if your child is enrolled in this program, it is with the expectation that he or she is here every day possible and ready to achieve.



Riverside Student Center – Rules and Policies

One Per Student

Parent Signature Page

It is Riverside Student Center's intention to hold a very high academic and behavioral standard. In order to maintain a high standard, rules and policies must be put into place and adhered to. Failure to meet our standards may result in a student being placed on an academic or behavior contract.

Reasons for being placed on an academic contract include, but are not limited to: a grade point average of 2.0 or less for two weeks, failure to complete home study work without a valid excuse, failure to complete work assigned on a day the student is absent, or a grade of '1' in any core subject for two consecutive weeks.

Reasons for being placed on a behavioral contract include, but are limited to: disruptive, disrespectful, or bullying behavior that prevents the student or other students from being successful in school. Any student suspended for a more severe violation of school rules and policies may be subject to immediate withdrawal from our program.

_____ **Parent Initial** Due to these high standards, it is imperative that your child attend class regularly. Students who are absent from site-based school days should be working or make up that work within a seven day period. Students who fail to complete missed school work, may be withdrawn from the program. Please do not take your student from school for non-emergency doctor's appointments, as these are not considered excused. **All absences must have the school work for that day made up within a week.** For non-emergency doctor appointments, we suggest scheduling them for Tuesday or Thursday, as these are non-site days.

_____ **Parent Initial** I acknowledge that I have received and agree to the Riverside Student Center Academic Progress Policy.

_____ **Parent Initial** I acknowledge that I have received and agree to the Springs Charter School Student Guidelines.

I understand and agree with the philosophy of the Mosaic Academy.

Student Name: _____ Teacher: _____ Grade: _____

Parent Signature: _____ Date: _____



Riverside Student Center K-8 Memorandum of Understanding One Per Student

Springs Charter School (SCS) is a California public school, where the parent and student accept responsibility for the child's education. **In order to ensure that all parents and students understand our expectations with our program for the 2017-2018 school year, this document should clarify what is required.**

Student's Responsibility:

1. I agree to follow the requirements for enrollment at the Riverside Student Center as outlined in the student handbook.
2. I have read, understand and will abide by attendance, academic, and behavior rules and guidelines as outlined in the student handbook.
3. I understand that the Mosaic Academy K-8 is a 5-day program and I am responsible to complete 100% of the assigned work and maintain a daily attendance and record educational activities.
4. I understand that the SCS Riverside Student Center is a closed campus. Students are not allowed to leave campus without expressed, written consent of the principal during the school day, unless a parent is picking them up.
5. I will complete all my class/homework assignments and home study assignments to the best of my ability and monitor Canvas and Illuminate for the purpose of meeting deadlines and tracking assignments.
6. I will maintain a 2.0 or higher in all classes by striving to complete 100% of the work assigned in class and homework. If I fall below a 2.0 grade point average, I will be placed in the Springs Charter School "Inadequate Progress" process.
7. I am aware that I must maintain a 2.0 or higher in order to attend field trips, special events, and extracurricular activities for SCS and outside organization that require school signatures.
8. I will take care of all school books and school materials and return them in good condition at the end of the year or when I withdraw from the school.
9. I am aware of and agree to the school's technology and internet usage policy.

I understand that students at Springs Charter School are expected to achieve one year of academic growth during the school year. I also understand that the first year of Independent Study with SCS is a trial year. It may be determined that I am not a good candidate for Independent Study, and an alternate program may be recommended.

Student Name: _____ **Teacher:** _____ **Grade:** _____

Parent Signature: _____ **Date:** _____



Riverside Student Center K-8 Memorandum of Understanding **One Per Student**

Springs Charter School (SCS) is a California public school, where the parent and student accept responsibility for the child's education. **In order to ensure that all parents and students understand our expectations with our program for the 2017-2018 school year, this document should clarify what is required.**

Teacher of Record (TOR)'s Responsibility:

1. I will maintain consistent contact as needed by the student and parent to develop the relationships needed for student success.
2. I will post my office hours in Canvas for student support.
3. I will evaluate the student's educational progress and behavior and provide feedback, support and assistance at each meeting and by email/phone.
4. I will assign lessons and provide up to date information in Canvas and Illuminate (all assignments will be graded and updated within seven days of the due date.)
5. I will keep the family informed of news and upcoming events with SCS.
6. I will keep the student's best interest in mind when making decisions that affect the student.
7. I will schedule learning plan meetings, exhibitions, and parent-teacher conferences or parent meetings in a timely manner and work with the schedules of all parties.
8. I will inform parents and students of upcoming and required assessments.
9. I will inform parents and students of tutoring opportunities within our school.
10. I will incorporate technology and other resources to encourage students to become independent learners.
11. I will participate in staff development and Professional Learning Communities that will benefit the culture of my school as well as my students.
12. I will work to be a positive role model in the lives of my students.

I understand that students at Springs Charter School are expected to achieve one year of academic growth during the school year. I also understand that the first year of Independent Study with SCS is a trial year. It may be determined that this student is not a good candidate for Independent Study, and an alternate program may be recommended.

Student Name: _____ **Teacher:** _____ **Grade:** _____

TOR Signature: _____ **Date:** _____

This memorandum of understanding (M.O.U.) is intended to give you a clear vision of our plans for the upcoming school year. We want every child in our program to be successful, and to grow and change a great deal throughout the year. The Mosaic Academy program puts a great deal of responsibility on the teachers, and we take that responsibility seriously. Therefore, we look forward to working with students who take responsibility for their own learning seriously as well. You are integral to this program achieving success, too! It is only through our ongoing partnership (staff, student, and parent) that we reach our goals. We enjoy the challenge of creating a learning environment where students can excel in the classroom, at home, and in the world around them when encouraged to do so, and we are extremely excited to begin the new school year with that goal in mind.