

San Dieguito

Union High School District

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San Dieguito HS Academy
Sunset HS
Torrey Pines HS

2008-2009

Dear Parent/Guardian:

Thank you for your interest in the Independent Study Private Music Lessons (I.S.P.M.L.) program. We support and appreciate after-school activities, and we encourage students to participate in them. For the most part, however, these outside lessons do not take the place of the regular Envision Instrumental and Vocal Music program which offers ensemble classes in a variety of musical styles. Students must participate in the on-campus Envision Instrumental and Vocal Music Conservatory, and may only use this program as a supplement.

An independent study course requires personal accountability and maturity. Students in I.S.P.M.L. will be responsible for fulfilling the requirements of the I.S.P.M.L. contract, which include completion of all paperwork, filing of all lesson logs, and submission of all reports. Details of the requirements are contained in this packet. Individuals are selected based upon their ability to handle the individual responsibility. Please understand that due to the independent nature of the program, a large part of the grade (pass/fail) that your son/daughter receives will be based upon his/her accomplishment of the agreed objectives, and his/her communicating this information to the I.S.P.M.L. Coordinator in a timely fashion.

Based on the advice of legal counsel, the SDUHSD now requires all I.S.P.M.L. instructors/coaches to provide insurance verification and the hold harmless agreement provided in this packet.

San Dieguito Union High School District Independent Study Private Music Lessons (I.S.P.M.L.)

The following items must be on file before your Independent Study application is complete.

- (1) The signed I.S.P.M.L. contract
- (2) Student goals sheet
- (3) Coach/instructor's statement of responsibility
- (4) Coach/instructor's Hold Harmless Agreement and Certificate of Insurance
- (5) Parent Release of Liability form
- (6) A portfolio is required for all students who wish to qualify using criteria 1 or 2 (see reverse side of sheet)

The following is to be included in the portfolio:

- Items (1) through (6)
- 2 recordings per year of student work
- Calendar of performance events-both through school and through outside performance opportunities
- Concert Programs or other such documentation, demonstrating student participation

San Dieguito Union High School District

Independent Study Private Music Lessons (I.S.P.M.L.)

CRITERIA

To qualify for I.S.P.M.L. students must be enrolled in the Envision Instrumental or Vocal Music Conservatories

GUIDELINES

1. The I.S.P.M.L. courses must develop individual proficiency, knowledge, and skills that cannot be easily achieved within the in-school music program. Ensemble rehearsals and group lessons are not applicable under these guidelines. The student must be involved in individual direct instruction with a qualified music professional.
2. The direct instruction requirement must be equal to or exceed the hourly credit received for participation. Students may only receive one hour of credit for their primary instrument or vocal lesson, and one hour credit for a secondary instrument (i.e. piano) per week. Any private lessons taken in excess of those limits are purely for the benefit of the student and will not applied to class credit hours.
3. Special needs students on I.S.P.M.L. must follow course requirements.
4. The parent will be required to sign a District Liability Waiver Form which holds the District harmless from any liability or claims as a result of the I.S.P.M.L. program.
5. All I.S.P.M.L. instructors/coaches are to provide insurance verification and the hold harmless agreement provided in this packet.
6. The parent/guardian agrees to undertake all transportation of the student to and from I.S.P.M.L. The District will not provide transportation.
7. **While the schools will establish certain requirements in implementing this policy, the San Dieguito Union High School District and its schools are not responsible for the quality or conditions of instruction conducted off school premises in the I.S.P.M.L. program.**

San Dieguito Union High School District
Independent Study Private Music Lessons (I.S.P.M.L.)

Course Requirements

1. The direct instruction requirement must be equal to or exceed the hourly credit received for participation. Students may only receive one hour of credit for their primary instrument (voice), and one hour credit for a secondary instrument (piano).
2. Students may substitute a day (prearranged with the class instructor) of Conservatory class to attend private music lessons, or may take lessons on their own time. Students are responsible to attend conservatory classes on all pre-arranged “mandatory days” and are responsible for gathering any information/materials missed on a private lesson absence
3. I.S.P.M.L. logs must be submitted indicating days and hours of instruction. Logs must be signed by your instructor and parent. Logs are available at the music room or on-line.
4. On the Wednesday of the 15th week of the term, a one-page paper is due from the student indicating his/her self-evaluation of progress toward stated goals. In addition, a one-half page statement personally written and signed by the I.S.P.M.L. coach/instructor is due which indicates that satisfactory progress is being made toward the goals
5. I.S.P.M.L. students must make arrangements with the I.S.P.M.L. coordinator to ensure that class performance expectations are being met in private lessons. Students, private instructors and the classroom teacher are expected to .communicate, and work together towards common goals.

Dropping Independent Study Private Music Lessons

A student may discontinue the I.S.P.M.L program at any point during the term. That student will be expected to attend all Conservatory class hours and to continue with all other Conservatory class obligations.

I.S.P.M.L CONTRACT

Student I.D. # _____

Name: _____ Birthdate: _____ Age: _____ Grade: _____

Address: _____

Street City Zip
Parent/Guardian name: _____ Business phone: _____

Activity: _____ Home phone: _____

Teacher/Coach/Instructor: _____ Phone: _____

Business name (if appropriate): _____

Business address: _____
Street City Zip

Location of formal instruction: _____
Street City Zip

Length of contract: Semester: Fall _____ Spring _____ Both: _____

Coach/Instructor's
method of evaluation: ___ Test ___ Demonstration of skills ___ Oral presentation ___ Logs

Observation: ___ Other: _____

Signatures: (We have read the terms of this contract and hereby agree to all the conditions set forth)

1. Student: _____ Date: _____

2. Parent/Guardian: _____ Date: _____

3. Teacher/Instructor/Coach: _____ Date: _____

4. Envision Coordinator IM/Voc.: _____ Date: _____

Completed contracts will be approved/denied by the I.S.P.M.L. Committee

**San Dieguito Union High School District
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STUDENT GOALS

Statement of performance objectives: (What do you plan to achieve during the time of this contract?)

Please list your specific, measurable goals

	GOAL	LEARNING ACTIVITIES
1		
2		
3		
4		
5		

Please indicate below how you *plan* to fulfill these obligations:

ACTIVITY	DAY and TIME	LOCATION	TOTAL # OF MINUTES
Lesson 1			
Recording #1			
Recording #2			

**San Dieguito Union High School District
Independent Study Private Music Lessons**

INSTRUCTOR'S STATEMENT OF RESPONSIBILITY

The outside independent agency/instructor must submit this completed form and meet specific District criteria related to liability prior to being approved as an independent study agency for a student.

The supervision of I.S.P.M.L. must be performed by an instructor who is at least 21 years of age, who has a certificate or credential in that activity, or who has participated for at least 4 years at a collegiate/professional level in that activity. As such, you are required to describe your background and experience that qualify you or your agency for training at this level. This must be attached to this instructor's Statement of Responsibility. Please also attach a resumé for the instructor who will be doing the training.

I understand the concept of the Independent Study Private Music Lesson program and accept the responsibility as _____ private teacher.
(Student's name)

I understand the requirements associated with this request to provide private music lessons to students in the San Dieguito Union High School District in the conduct of this program. I agree to assume all responsibility for _____ (Student's name), and hereby agree to defend, indemnify and hold the San Dieguito Union High School District, its Board of Trustees, officers, agents, employees and individual members, free and harmless from and against any and all liability, claims, demands, causes of action at law or equity, expenses and costs (including attorneys' fees), or loss of any sort or personal injury (including death) and property damage that may arise from the private instruction I provide to the student during Independent Study Private Music Lessons

I will PERSONALLY instruct this musician. In addition, I will sign his/her time logs, as well as PERSONALLY write and sign his/her quarter and semester evaluations which will include a one page statement evaluating the musician's participation and progress towards stated goals and objectives.

If there are any questions regarding I.S. Private Music Lessons. or your student, please contact the music teacher at your student's school

Dated: _____

Agency/Instructor/Coach's name

Phone number

Agency/Instructor/Coach's signature

Student's name