



## Policies and Procedures

### 1. Application

Guardians/parents must complete the Chandler Virtual Academy registration documents [Here](#).

These documents will be reviewed by the enrollment team at the Virtual Academy which will include consultation with parents, teachers, other school administrators, school counselors, and special education/EL teachers, as necessary, to determine if online learning is appropriate and can be successful for each student. At the high school level, the team will determine the courses for the students to ensure that they remain on their graduation pathways.

### 2. Curriculum and Programming

The RedHawks of Chandler Virtual Academy partner with a third-party vendor, Edmentum, to provide the core curriculum for our students. While Edmentum has built in instruction, what makes Chandler Virtual Academy different is the instruction delivered in person by our own licensed teachers. Our teachers align Edmentum's coursework with Indiana's state and national standards. This combined approach is designed to meet each child at his or her proficiency level, as well as assist in creating and maintaining a student's graduation pathway.

### 3. Assessment

Students will participate in district and statewide assessments. These will be in-person as required by the state, so they may not be taken at home. By law, statewide assessments must be completed in person and will be administered by CVA staff.

### 4. Timelines and Orientation

As soon as a student is accepted at CVA and has all the required registration and enrollment forms submitted an orientation meeting will be scheduled. At the orientation meeting, the

student will be introduced to the online platform and expectations as a CVA student. Students will receive their device and sign for their responsibilities as an online student.

## 5. Attendance

Students at CVA have the same attendance responsibilities of any other Goshen Community Schools student. Students will have an assigned time to “Go Live” with their classroom and the expectation is that the student does attend during their assigned time. If attendance becomes a problem, the Goshen Community Schools district policy will be followed and continued absences could lead to the exclusion of the student from the online academy.

## 6. Grades

One goal of CVA is every student finds success in this differentiated academic setting. Grades are one way to determine if the student is reaching this goal. Grades are monitored throughout the courses taken by the student. The purpose of grades is for students to show they are mastering the standards and content of the required course. All grades are included in a student’s grade portfolio and their official school transcript.

Parents/guardians should encourage students to ask questions, participate in class discussions, and to ask for help when support is needed.

If a student is struggling, the teachers at CVA will know it and will begin intervention immediately. How the student responds to this intervention will help define and determine their success.

If a student does fail two or more classes per grading period, the intervention process and team will determine if the student’s placement at CVA is the best placement for this child to succeed and reach their long-term goals.

## 7. Technology

Students will use the devices provided by Goshen Community Schools to participate in CVA; therefore, students are responsible for adhering to all Goshen school’s technology use and expectations as outlined in each building’s handbook linked below:

[GCS Handbooks](#)

Students will sign and comply with the Goshen Community Schools Acceptable Use Policy.

## 8. Student Behavior and Discipline

Students are considered students at Goshen Community Schools and, as such, should represent themselves as respectful, responsible students. As students attending CVA, they are held to the same student expectations as described in our student handbooks linked below:

[GCS Handbooks](#)

If a student is found not adhering to the expectations as described in the handbooks, the disciplinary procedures outlined in the handbook will also be followed.

*The following additional stipulation applies only to a student placed in Chandler Virtual Academy as an alternative to expulsion:*

*Indiana Law, statutes IC 20-33-8-24, gives schools the authority to determine appropriate settings for students to ensure school safety and maintain an orderly learning environment. Therefore, Chandler Virtual Academy and Goshen Community School reserves the right to determine the formal conditions under which the student is allowed to be enrolled. Our program for students who are considered to be disorderly or dangerous involves restricting their ability to participate or attend in extracurricular events or to be on school property without permission.*

By signing this contract, both the parent and student agree that they understand the requirements provided, will meet the listed requirements and expectations, and they understand the student's success depends on their meeting of the expectations and requirements.

Finally, the parent and student understand that if requirements and expectations are not met, the student may lose their opportunity to participate in online learning.

Student's Name (please print): \_\_\_\_\_

Grade Level: \_\_\_\_\_

Student's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent/Guardian's Name (please print):

\_\_\_\_\_

Parent/Guardian's Signature:

\_\_\_\_\_

Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

Parent/Guardian's Cell Phone Number: \_\_\_\_\_

Student Cell Phone: \_\_\_\_\_