



**ANDERSON**  
ONLINE ACADEMY

**VIRTUAL INSTRUCTION  
HANDBOOK  
2026-2027**

**YOUR SUCCESS**

**YOUR FUTURE**

**YOUR CHOICE**

## MESSAGE FROM THE PRINCIPAL:

*Welcome to Anderson Online Academy! We are excited to partner with families in providing a flexible, engaging, and supportive virtual learning experience for our students.*

*Online learning offers unique opportunities for students to develop independence, responsibility, time management, and strong communication skills. At AOA, our goal is to provide high-quality instruction while also supporting the academic, social, and emotional needs of every student. Success in a virtual environment requires commitment, daily participation, communication, and consistent effort from students, families, and staff working together as a team. We encourage students to attend live sessions, stay on pace with coursework, communicate with teachers regularly, and take advantage of the many support systems available.*

*We appreciate your partnership and look forward to a successful school year together.*

*Courtlon Peters*

*Principal, Anderson Online Academy*

## Overview

The Anderson Online Academy is a program of Anderson Community School Corporation (ACSC). The Anderson Online Academy offers rigorous, state accredited, online courses. The ACSC Board of Trustees maintains that face to face instruction remains irreplaceable. However, students today need choices and flexibility. ACSC is proud to provide the Anderson Online Academy as an option. The Anderson Online Academy utilizes EdOptions Academy through Edmentum.

## What is EdOptions Academy?

EdOptions Academy is a leader in high-quality virtual learning. Our fully-accredited virtual school offers students a fun and rewarding alternative learning experience. EdOptions Academy has partnered with schools, districts, and parents/guardians to deliver rigorous, research-based, online learning since 1997. Trusted nationally by over 400 partner school districts, EdOptions Academy provides extensive and effective learning solutions to all types of learners. Our solution allows schools and districts to enhance, expand, and extend their program offerings.

Edmentum's Calvert Learning platform is used for grades K-5 (Limited grade level K-3 services - for students with severe medical conditions only). Teachers are highly qualified, state-certified, and specially trained in online learning. Every teacher offers personalized attention to build strong, encouraging relationships with students and their families. Teachers interact with students both synchronously and asynchronously through live lessons, collaborative group activities, live help hours, phone calls, emails, and text messages. Teachers also review student work and progress and provide detailed feedback and guidance to help all students experience success.

For grades 6th-12th Edmentum uses Courseware. Courseware, Edmentum's standards-aligned digital curricula and virtual learning platform, is designed to be flexible, dynamic, and personalized to meet the unique needs of each learner. It is built on a foundation of research-based design principles and implementation. Experienced virtual teachers support students through regular contact, comprehensive assignment feedback, and synchronous support via office hours and unit reviews.

## **Our Mission**

ACSC Online Academy's mission is to provide purposeful and intentional learning opportunities for students whose learning style compliments virtual education.

## **Student Code of Conduct**

ACSC Online Academy follows all rules and regulations of the Indiana Department of Education, ACSC Policies/Procedures, and the ACSC Students' Rights and Responsibilities Handbook

## **Admission Requirements**

Students currently enrolled at ACSC may schedule a meeting with the designated school official to discuss placement in the Anderson Online Academy. Students not currently enrolled may contact a school registrar to enroll in school and schedule a meeting with the designated school official. Once enrolled, ACSC staff will review all information and make a final decision about virtual enrollment.

Admission to Anderson Online Academy is contingent upon an eligibility screening. This screening includes, but is not limited to:

- Parent/Guardian request
- Agreement to all Anderson Online Academy policies and procedures
- Previous academic and attendance records
- Behavior (Expulsions, PCEA, etc.)
- Access to Internet

**ACSC reserves the right to deny admission to and/or continued enrollment in Anderson Online Academy. Online learning may not be appropriate for students who:**

- Struggle with independent learning skills such as self-regulation, organization, time management, and maintaining academic pacing.
- Are significantly below grade level in reading and/or math and require intensive in-person academic support.
- Require frequent face-to-face instructional support to be successful academically.
- Do not have consistent parent/guardian support and monitoring available at home.
- Have a history of significant attendance concerns, behavioral concerns, credit deficiencies, or prior academic pacing issues.
- Are unable to attend required in-person state assessments and other mandatory on-campus activities.

## Grounds for Removal from Anderson Online Academy

Students may be removed from Anderson Online Academy for failure to follow program expectations and guidelines. Grounds for removal may include, but are not limited to:

- Failing 3 or more courses
- Missing 10 or more days of attendance
- Falling behind pace in multiple courses
- Failing to work in all subjects every day
- Refusal/ Failure to appear for in person testing
- Lack of participation in required live sessions or teacher check-ins
- Academic dishonesty or inappropriate online behavior
- Failure to follow district technology expectations and school policies
- Repeated failure to communicate with staff or respond to intervention attempts

Students who are removed from the program will be reassigned to in-person instruction within Anderson Community Schools.

## Standards for Participation

Each student enrolled in the Anderson Online Academy and site based online courses is solely responsible for the content posted through his/her login and account activity. Sharing or using your username and password with others or using other's usernames and passwords is strictly prohibited and is against ACSC Procedure and Policy.

The following are strictly prohibited:

- posting personally identifiable information in any format other than a private message;
- antagonism or prejudice of any kind with respect to race, religion, gender, intelligence, age, orientation, disability, or socioeconomic status;
- posting material including language, photographs and videos that are inappropriate;
- any criminal or other illegal activity including encouraging the unlawful use, illegally posting, distributing, uploading, or downloading copyrighted work (whether music, video, words, images, drawings, pictures, software or otherwise);
- sharing assignments, quizzes, tests, assessments, essays, term papers, questions/answers, or any other action that would violate any code of conduct, expectations or rules in regard to academic honesty;
- spam or unauthorized, unsolicited, commercial promotion; and disruptions of the server or host software.

Failure to comply with these strictly prohibited standards of participation will result in temporary or permanent removal of user access to Anderson Online Academy and possible expulsion.

## Attendance Policy

Students must log in daily to properly document attendance. In accordance with Indiana law, students enrolled in virtual learning are required to participate in instruction each scheduled school day. Students are expected to be logged in and actively participating during school hours from 9:00 AM–3:30 PM unless otherwise approved by school administration.

Attendance is based on:

- Daily login activity
- Participation in coursework
- Engagement during instructional time
- Completion of assignments and learning activities

Students are expected to actively participate in all courses each day and remain on pace with the instructional calendar.

If a student is unable to participate on an instructional day, a parent or guardian must notify school staff as soon as possible. Planned absences should be reported in advance to:

- [cksmith@acsc.net](mailto:cksmith@acsc.net)
- [copeters@acsc.net](mailto:copeters@acsc.net)

Students are required to attend in person during mandatory state assessment windows and other required school events.

Failure to consistently participate, log in daily, remain engaged during school hours, or maintain attendance expectations may result in academic consequences and reassignment to in-person instruction.

During the 2026–2027 school year, students accumulating more than 10 unexcused absences may be reassigned to in-person classes. Warning notifications and intervention attempts will occur prior to reassignment.

## RESTRICTIONS DUE TO SUSPENSION OR EXPULSION

Suspended or expelled students are not permitted on Anderson Community School Corporation property. In addition, suspended or expelled students are not permitted to participate nor be present at any extra-curricular activities on Anderson Community School Corporation property and/or involving Anderson Community School Corporation teams during the term of the suspension or expulsion.

Furthermore, under Indiana law, a principal may require any student who is sixteen (16) years of age or older, and seeks to enroll in school following an expulsion, to enroll in an alternative school, an alternative educational program, or evening school.

### **IC 9-24-2-1 Truants, suspended and expelled students, and dropouts**

**Sec. 1.** (a) The bureau shall suspend the driving privileges or invalidate the learner's permit of an individual who is at least fifteen (15) years of age and less than eighteen (18) years of age and meets any of the following conditions:

- (1) Is a habitual truant under **IC 20-33-2-11**.
- (2) Is under at least a second suspension from school for the school year under **IC 20-33-8-14** or **IC 20-33-8-15**.
- (3) Is under an expulsion from school under **IC 20-33-8-14**, **IC 20-33-8-15**, or **IC 20-33-8-16**.
- (4) Is considered a dropout under **IC 20-33-2-28.5**.

(b) At least five (5) days before holding an exit interview under **IC 20-33-2-28.5**, the school corporation shall give notice by certified mail or personal delivery to the student, the student's parent, or the student's guardian that the student's failure to attend an exit interview under **IC 20-33-2-28.5** or return to school if the student does not meet the requirements to withdraw from school under **IC 20-33-2-28.5** may result in the revocation or denial of the student's:(1) driver's license or learner's permit

## State Assessments & Academic Integrity

All required **state assessments must be completed onsite** in accordance with state and district guidelines. Testing dates and times are strictly scheduled, and **start times will be strictly enforced**. Due to state testing regulations and time restraints, **late arrivals will not be admitted once testing has begun**. Students must arrive on time and prepared to test.

When completing any assignment or assessment, whether remotely or onsite, all work must be the student's original work. Scored assignments and assessments are intended to accurately reflect a student's individual knowledge and understanding.

If a student is on an ACSC campus to complete a supervised unit exam or standardized assessment, the student must follow all ACSC testing protocols and procedures.

Each student is expected to honor the following academic integrity guidelines:

As a student of Anderson Online Academy, I will:

- Complete assignments and/or assessments independently. Student must participate in-person, on site for state assessments
- Not copy, share, photograph, screenshot, or redistribute any part of assignments or assessments in any format (electronic, verbal, or printed).
- Complete assessments without the use of textbooks, references, notes, websites, AI tools, or other materials (printed or electronic) unless specifically instructed otherwise.
- Only use personal notes when explicitly permitted (no screenshots or copies of previous quizzes or assessments).
- Not log into another course, open additional course materials, or use another browser or device during an assessment.
- Not communicate or confer with others (students, family members, teachers, or acquaintances) in person or electronically during assessments.

Failure to comply with state testing procedures or the Academic Integrity Policy may result in disciplinary consequences as outlined in the Student Rights and Responsibilities Handbook.

### **Notification of Grades and Student Progress**

Grading: Edmentum EdOptions Academy teachers will grade submitted activities from within 72 business hours. Grading will be aligned to the rubrics to ensure consistency and high expectations. Feedback will be specific and detailed with the purpose of enhancing student outcomes.

## **Grade Determination**

Final grades will be determined using the Anderson Community Schools 100-point grading scale and district grading policies.

During each grading period, student grades will primarily reflect their “**On Target Grade,**” which measures both:

- quality of completed work, and
- whether assignments are completed on schedule.

Students are expected to remain on pace in **all courses throughout the grading period**. Focusing on only one course at a time may cause students to fall behind in other classes and negatively impact their quarter grades.

At the end of the course, final grades will reflect the overall course grade earned.

## **Anderson Community Schools Grading Scale**

- **A = 90–100**
- **B = 80–89**
- **C = 70–79**
- **D = 60–69**
- **F = 59 and below**

## **Pacing Expectations**

Students are expected to:

- Work in all subjects every day
- Follow the instructional calendar closely
- Complete assignments by their assigned due dates
- Remain on pace throughout the grading period

Skipping lessons, chapters, or assignments may result in students falling behind pace and struggling to successfully complete courses.

## **On-Campus Requirements**

Certain components of Anderson Online Academy require students to attend in person at Central Office, their base school, or another designated ACS location.

These requirements may include, but are not limited to:

- State assessments and district testing
- Mandatory meetings with school administration
- Mandatory meetings with counselors or support staff
- Hearing and vision screenings
- Other required academic or student support services

School dress code expectations remain in effect during all required in-person events and testing sessions.

## **Band, Clubs and Athletics**

Since the Anderson Online Academy is an extension of the local school, a student (NON-PCEA or behavior issue) is allowed to participate in all clubs and athletics offered at the local school provided the student is currently completing all assignments in the elementary- middle school levels. At Anderson High School (AHS), students must take a minimum of FIVE courses for the duration of that academic year. Students who wish to participate in clubs and athletics must attend the initial meeting for that activity. Once the club or athletic group begins, if all prior forms and requirements have not been met, participation will not be allowed. While on campus, at all functions, students are expected to adhere to all school rules and the code of student conduct. Failure to do so can result in dismissal from the club or athletic group.

ACE Clubs, our after-school program, offers 6 - 8th grade students the opportunity to explore a variety of activities, including sports, games, technology, art, and more. All after-school activities are free of charge and are funded through the 21st Century Community Learning Center grant program.

## **General Concerns and Technical Issues**

In order to get the fastest service possible, students and parents/guardians should report all needs to the designated school official. ACSC is not responsible for equipment that is not property of ACSC.

## **Orientation and Conferences**

Students must attend an initial orientation session with the designated school official and a parent or guardian. Students and parent/guardian will be required to sign the Anderson Online Academy contract prior to starting the online program.

**Special Education, 504 Plan,**A case conference/meeting will be held to review the student's IEP/504 Plan/ and discuss how services, supports, and or accommodations will be provided to the student PRIOR TO INTAKE.

## **Students with Special Needs**

Edmentum EdOptions Academy teachers provide accommodations and support for students with special needs as outlined in each student's Individualized Education Plan (IEP), to the extent that services and accommodations can be provided within the virtual learning environment.

Once student IEP documentation is uploaded into the Genius platform, the Teacher of Record will review the information and implement appropriate accommodations and supports.

As partners with Anderson Community Schools, EdOptions Academy teachers maybe invited to participate in case conferences and IEP meetings when appropriate and will assist with required progress monitoring and data collection documentation as requested by the district.

## Daily Expectations Roles & Responsibilities

Roles & Responsibilities	
Role of the Teacher (K-5th Grades)	Role of the Teacher (6th-12th Grades)
<ul style="list-style-type: none"> <li>• Instruct and introduce literature</li> <li>• Customize lesson parts &amp; provide modifications</li> <li>• Monitor student/class performance and progress</li> <li>• Reteach and clarify concepts</li> <li>• Introduce Projects and Use for Mastery Rubrics</li> <li>• Grade Projects, Unit Quiz writing, and Use for Mastery writing, as well as provide feedback</li> <li>• Clarify daily expectations</li> <li>• Offer interventions and enrichment activities</li> </ul>	<ul style="list-style-type: none"> <li>• Provide synchronous overview sessions</li> <li>• Monitor student performance and progress</li> <li>• Communicate frequently with student and parents</li> <li>• Grade activities and provide comprehensive feedback</li> <li>• Provide weekly office hours for Live Help</li> <li>• Offer interventions as need to struggling students</li> </ul>
Role of the Family Learning Guide (K-5th Grades)	Role of At-Home Support (6th-12th Grades)
<ul style="list-style-type: none"> <li>• Preview/scan lesson parts and Teaching Notes daily</li> <li>• Support student in navigating the curriculum</li> <li>• Monitor student Dashboard for performance progress, and teacher feedback</li> <li>• Familiarize yourself with Projects</li> <li>• Review Project and Use for Mastery rubrics</li> <li>• Communicate concerns and students needs to teachers</li> <li>• Establish a learning space for the student</li> <li>• Monitor student behavior as necessary during live lessons/live help</li> <li>• For grades K-1: read aloud directions and assessments as necessary</li> </ul>	<ul style="list-style-type: none"> <li>• Encourage student to attend synchronous overview sessions</li> <li>• Support student with organization and planning their weekly schedule</li> <li>• Review daily progress</li> <li>• Assist with questions if possible or help student with formulating questions for the teacher</li> <li>• Provide support and encouragement</li> <li>• Hold student accountable when necessary</li> </ul>
Role of District Liaison	Role of the Student
<ul style="list-style-type: none"> <li>• Communicate district instructional program expectations and updates to the EdOptions Academy Instructional Leader</li> <li>• Communicate district expectations to Family Learning Guides and students</li> <li>• Monitor student progress, pacing, and grades</li> <li>• Ensure student have access to internet connectivity and devices</li> </ul>	<ul style="list-style-type: none"> <li>• Seek Teacher assistance to clarify learning</li> <li>• Ask Family Learning Guide for direction</li> <li>• Pay attention and participate in live lessons/live help</li> <li>• Do your best work</li> <li>• Review Dashboard for grades, pacing, and progress</li> <li>• Review Teacher feedback</li> <li>• Discuss Project plans with Teacher and Family Learning Guide</li> </ul>

Role of Calvert Curriculum (K-5th Grades)	Role of Courseware Curriculum (6th-12th Grades)
<ul style="list-style-type: none"> <li>• Serve as a tool for learning, offering Teacher customization, Family Learning Guide oversight, and student engagement</li> <li>• Provide lesson plans for learning and relevant assessments with helpful insights</li> <li>• Provide navigation that manages daily student activities and teacher customization</li> <li>• Communicate performance, progress, and teacher feedback through a Dashboard</li> <li>• Offer motivating Unit Projects that spark memorable learning</li> </ul>	<ul style="list-style-type: none"> <li>• Serves as the virtual classroom, including course curriculum</li> <li>• Students progress through learning objectives at their own pace, demonstrating mastery through small assessments as they work</li> <li>• Warm-up items activate prior knowledge and encourage learners to make connections</li> <li>• Check-for-understanding interactions are embedded frequently within lessons, providing immediate feedback and explanation on correct and incorrect answers</li> <li>• Highlighter tool functionality provides ways for learners to interact with readings.</li> <li>• An in-course notebook tool allows learners to take notes and record observations</li> <li>• Real-world examples and applications make learning relevant</li> </ul>
Role of Exact Path (K-5th)	Role of the EdOptions Academy Instructional Leader
<ul style="list-style-type: none"> <li>• Provide an adaptive assessment up to three (3) times per year</li> <li>• Provide a learning path for student independent work</li> <li>• Provide Progress data on skills mastery</li> <li>• Offer an engaging platform to keep students motivated</li> </ul>	<ul style="list-style-type: none"> <li>• Lead with the Edmentum Elevate Competencies</li> <li>• Provide high quality customer service through collaborating with district partners, hiring and retaining high quality instructors, and developing &amp; monitoring instructional practices.</li> </ul>

**EdOptions Welcome E-mail**

Once students are enrolled in Edmentum EdOptions Academy, the EdOptions Academy teachers will welcome learners and families for an initial introductory meeting, to share getting started best practices, and explain expectations with a welcome letter or a welcome phone call.

## Curriculum

What does a day in the week of an EdOptions Academy elementary student look like? The EdOptions Academy weekly learning schedule includes a balance of online and offline learning activities; core curriculum instructional blocks; and fun, elective activities. Below is a sample schedule for a K–5 student.

Sample EdOptions Day Schedule	
8:00–10:00 AM	Exact Path Reading
10:00–11:00 AM	ELA Live Lesson
11:00–12:00 AM	Finish ELA, Break, Live Help
12:00–1:00PM	Lunch
1:00–2:00PM	Math Live Lessons
2:00–2:30PM	Finish Math, Break, and Live Help
2:30–3:00PM	Science Live Lessons
3:00–3:30 PM	Complete work for the day, teacher communication

Our instructional model provides a balance of live group lessons, one-to-one instruction, and independent practice designed to engage all learners. Assessments are embedded in each lesson and unit to facilitate data driven instruction and ensure that content is mastered and retained. Our teachers provide daily live lessons in core curriculum subjects (math, English language arts, science, and social studies). A variety of fun activities in non core subjects are scheduled throughout the week to provide students with the choice to participate in music, art, drama, story time, physical activities, dance, movement, and clubs.

EdOptions Academy offers Edmentum’s Calvert Learning curriculum for K–5. Our curriculum is designed and built for virtual learning, with standards-based core academics, interactive lessons, and project-based real-world learning. Lessons are developed by expert learning designers who construct activities that are age appropriate for K–5 learners and are designed to ensure that students master skills and standards; demonstrate mastery through short, curriculum-embedded assessments; and demonstrate higher-order thinking and creativity through unit projects.

<b>Calvert Learning (K-5th Grades)</b>	Calvert curriculum and content will be guided and graded by Edmentum EdOptions Academy certified teachers. Calvary curriculum features comprehensive digital curricula in English Language Arts, Mathematics, Science, and Social Studies. Click the link for an overview of the program including information on roles and key programs components. <a href="https://www.edmentum.com/resources/brochures/calvery-educator-program-overview">https://www.edmentum.com/resources/brochures/calvery-educator-program-overview</a>
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## SYNCHRONOUS SUPPORT

EdOptions provides synchronous support through Live Lessons, Live Help sessions, Office Hours, and Synchronous Overview Sessions designed to assist students with instruction, questions, pacing, and academic success.



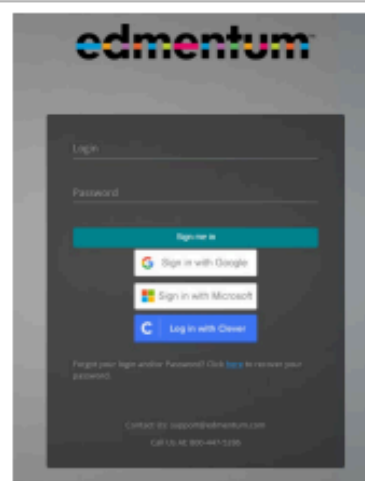
## Quick Reference Card: Access Live Sessions

For EdOptions Academy students in grade 6-12

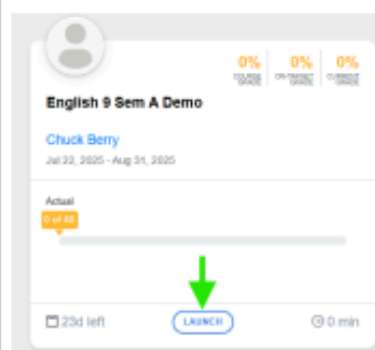
Go to **edm.geniussis.com**.

Enter your login (username) and password, then click **Sign Me In**.

Note: if you have forgotten your login and password, use the “Click here to recover your password” feature.

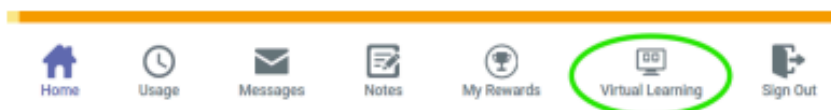


On your Genius dashboard, find your course tile and click **Launch**.



A new tab in your browser will open with your Edmentum Courseware learner menu.  
**Note: If the tab does not open, ensure your browser's pop-up blockers are disabled.**

Click on **Virtual Learning**.



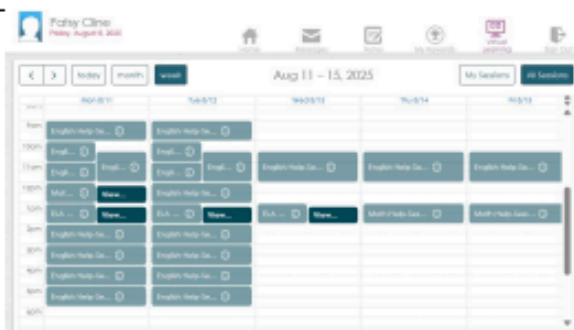
Your calendar will open to view **All Sessions**.



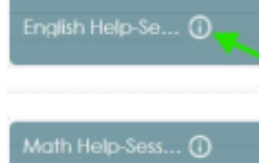
Customer Support  
 800.447.5286  
 support@edmentum.com  
 08.08.2025

You will see calendar entries for available Live Help sessions associated with the courses you are enrolled in.

Example: If you are enrolled in Algebra 1 and U.S. History, you will see Math Live Help and Social Studies Live Help calendar entries.



Click on the **information symbol** ⓘ next to the title of the calendar entry.



#### Option 1: Join Now

Click **Join** to attend the session now.

English Help	
Educator	Cara
Class Name	Unspecified
Scheduled Session Time	08/08/2025 from 06:20 PM to 07:20 PM
<input type="button" value="Add to My Sessions"/> <input type="button" value="Join"/> <input type="button" value="Close"/>	

#### Option 2: Add to Calendar for Later

Click **Add to My Sessions** to add the event to your My Sessions calendar and to receive notifications to join.

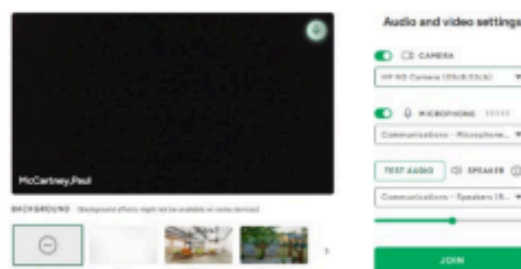
English Help-Session4	
Educator	Kelli
Class Name	Unspecified
Scheduled Session Time	08/13/2025 from 10:30 AM to 12:00 PM
<input type="button" value="Add to My Sessions"/> <input type="button" value="Close"/>	

When the scheduled Live session is starting, you will get a notification in your Courseware learner menu. **Click to Join** directly from the notification.



A new tab in your browser will open with the Live Help classroom.  
**Note: If the tab does not open, ensure your browser's pop-up blockers are disabled.**

Check your audio and video settings and click **Join**.



The teacher will admit you into the classroom.  
 You may **exit** after you have asked your question and worked with the teacher or instruction has ended.

**ADDITIONAL RESOURCES**

Additional Resources	
Recorded Lessons & Resources	Lessons are recorded by Edmentum EdOptions Academy teachers to support learning and provide flexibility. Recorded lessons can be used to introduce skills before learners engage in independent practice and submit assignments for review and acceleration.
Teacher Access & Support	Edmentum EdOptions Academy teachers will consistently connect with students and Family Learning Guides throughout the academic year to: <ul style="list-style-type: none"> <li>● Encourage engagement in the learning journey</li> <li>● Develop a partnership, create comfort, and build rapport</li> <li>● Share data and progress monitoring</li> <li>● Highlight opportunities for growth and celebrate growth</li> <li>● Provide a great experience</li> </ul>

**Commitment to Virtual Learning**

Students may enroll in virtual learning for one semester at a time. Students are expected to commit to virtual learning for the duration of the selected semester and will not be permitted to move back and forth between virtual and in-person instruction during that commitment period.

**School Fees**

School fees will be expected to cover the cost of the district adopted materials.

**Technical Support and Device Troubleshooting**

Procedures for technical support will be provided at the orientation.

**CONTACTS: (Report attendance & Provide documentation to [copeters@acsc.net](mailto:copeters@acsc.net) & [cksmith@acsc.net](mailto:cksmith@acsc.net))**

Mr. Courtlon Peters, Anderson Online Academy Principal, [copeters@acsc.net](mailto:copeters@acsc.net) 765-641-2048

Mrs. Christina Smith Jones , [cksmith@acsc.net](mailto:cksmith@acsc.net)

**Policy Reservation**

We reserve the right to change or modify any policies at any time. Changes in policy will be posted to the ACS website. It is the student’s responsibility to check the website regularly for updates.

**Parent Records Requested:**

Parents please provide copies of these documents at the intake meeting.

- Legal Parent Guardian Information (legal custody, court order, legal name change paperwork)
- Health Records - Birth Certificate, Shot Records, Allergies
- Address Verification
- School contact Information (email address/phone)

**Official School Records will be requested from the previous school:**

- School Records on file including State Testing Number
- Transcript - Grades/Credits earned - Historic Grades
- Discipline Records
- Attendance Records
- Test Results - High Ability, ENL, iLEARN, ETC...
- Special Education Records - IEP, Psychological Evaluation, 504 Plan
- Individual Learning Plan ILP - Behavior Intervention Plan BIP
- McKinney-Vento Information
- Home Language Survey Original - WIDA or LAS Links testing
- High Ability Testing Information
- Standardized Testing Results

# Anderson Online Academy



1600 Hillcrest Avenue - Anderson, IN 46012 - 765-641-2000 ext. 1560  
2010 Brentwood Dr. – Anderson, Indiana 46013 – Phone: 765-641-6571



## CONTRACT

I have read and understand the above rules. I acknowledge that Anderson Online Academy Permissions can be revoked at any time at the discretion of ACSC schools.

**★ Attendance Policy - Confirm the parent and student understand.**

As per Indiana law, every student must participate in remote learning every instructional day. They must log in and work in classes by 9:00am. Daily attendance will be recorded by the teacher. Absences during virtual instruction will be recorded. If a student is unable to work on an instructional day, the parent should contact the Coordinator. If you know your student is going to be absent and unable to login, please email the Coordinator. Students at the elementary level (K-6) will be expected to be logged in no later than 9:30am in order to be counted present for the school day, with students at the secondary level (7-12) being expected to be logged in no later than 8:00AM for attendance purposes. **Daily students must login when they start work - Daily student must log out at the end of their school work day.** If a student accumulates more than 10 unexcused absences, they will be reassigned to in-person classes. Warning notifications will be sent out before the students are reassigned to in-person classes. Students must work during school hours unless approved.

ACSC reserves the right to amend the ACSC Online Academy Virtual Instruction Handbook, policies, and procedures. I understand it is my responsibility to adhere to all rules and regulations governed by ACSC and the State of Indiana.

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

Parent Signature \_\_\_\_\_ Date: \_\_\_\_\_

**APPROVED INTAKE DATE - \_\_\_\_\_** (This date must be after FINAL date attendance at previous school as of this will be the date ENROLLED with AOA.) \*Note to parent/guardian student do not send your student to prior school after this date as enrollment is reported to State. After enrolled/registered it may take a few days to get coursework activated.

Administrator Signature \_\_\_\_\_

revised 02/02/26