



# GCASD Online Academy

*Education Customized for You*

**2023–2024**  
**K–4TH GRADE**  
**STUDENT HANDBOOK**

511 HIGHLAND AVENUE  
GROVE CITY, PA 16127

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## About Our School

The GCASD Online Academy is a new way of looking at how we offer learning to our students. The purpose of the GCASD Online Academy is to offer students the education they need to prepare for life in the 21st century. It provides students with opportunities they may not have previously had through their public education experience. Grove City is proud to meet the needs and wants of students and their parents in the same quality academic environment with which stakeholders have become accustomed.

The staff of Grove City is proud to offer various new offerings through the Online Academy combined with the traditional offerings of past years. The quality of education with which you are accustomed remains as high as ever, but the courses are presented in a different manner. No matter which program a student chooses to enroll in, successful completion will result in a Grove City diploma. Parents and students can be assured that they are prepared for the next steps life has to offer.

## District's Message

Dear Students, Parents and/or Guardian(s),

As a new student or as a returning student, we welcome you to the GCASD Online Academy and to the many opportunities available. We look forward to providing a unique opportunity for your child to learn and grow as a student. Our cyber service is built on the Compass Learning platform. The program's lessons are interactive and geared toward the elementary learner. Each lesson in Compass has been hand selected to align with the Grove City curriculum. The District is looking forward to working closely with your family as we provide meaningful and challenging learning activities for your elementary student.

To ensure that your child's experience with GCASD Online Academy is successful we would like to introduce ourselves to you and provide you with information that will enable you to join us in our goal of guiding your children to success.

Thank you for joining us in this endeavor to provide engaging, relevant instruction to your child. It is our mission to not only help your child have a successful school year, but to prepare them for graduation and beyond.

Your success as an individual will be our success as educators and as a total school community. We wish the best for you!

*Dr. Joshua J. Weaver*





## School Counseling Department Contacts

### Hillview School Counseling Department

724.458.7570 ext. 4100

Rebecca Trinchese ext. 4104

Grades K—5

[rebecca.trinchese@gcasdk12.org](mailto:rebecca.trinchese@gcasdk12.org)



The GCASD School Counselor assists students in developing a realistic picture of their progress in relation to their potential. The school counseling staff provides academic advising, orientation services, consultation with parents and teachers, referral services, assistance to students, parents, teachers and other professionals in developing a sound education program.

### Tips for a Successful Cyber Experience

- ◆ Set a schedule for your child to complete each subject's lesson and work (and stick to it!)
- ◆ Record each score on your grade sheet for each subject as they are completed
- ◆ Check your email frequently for cyber announcements and information from the teacher

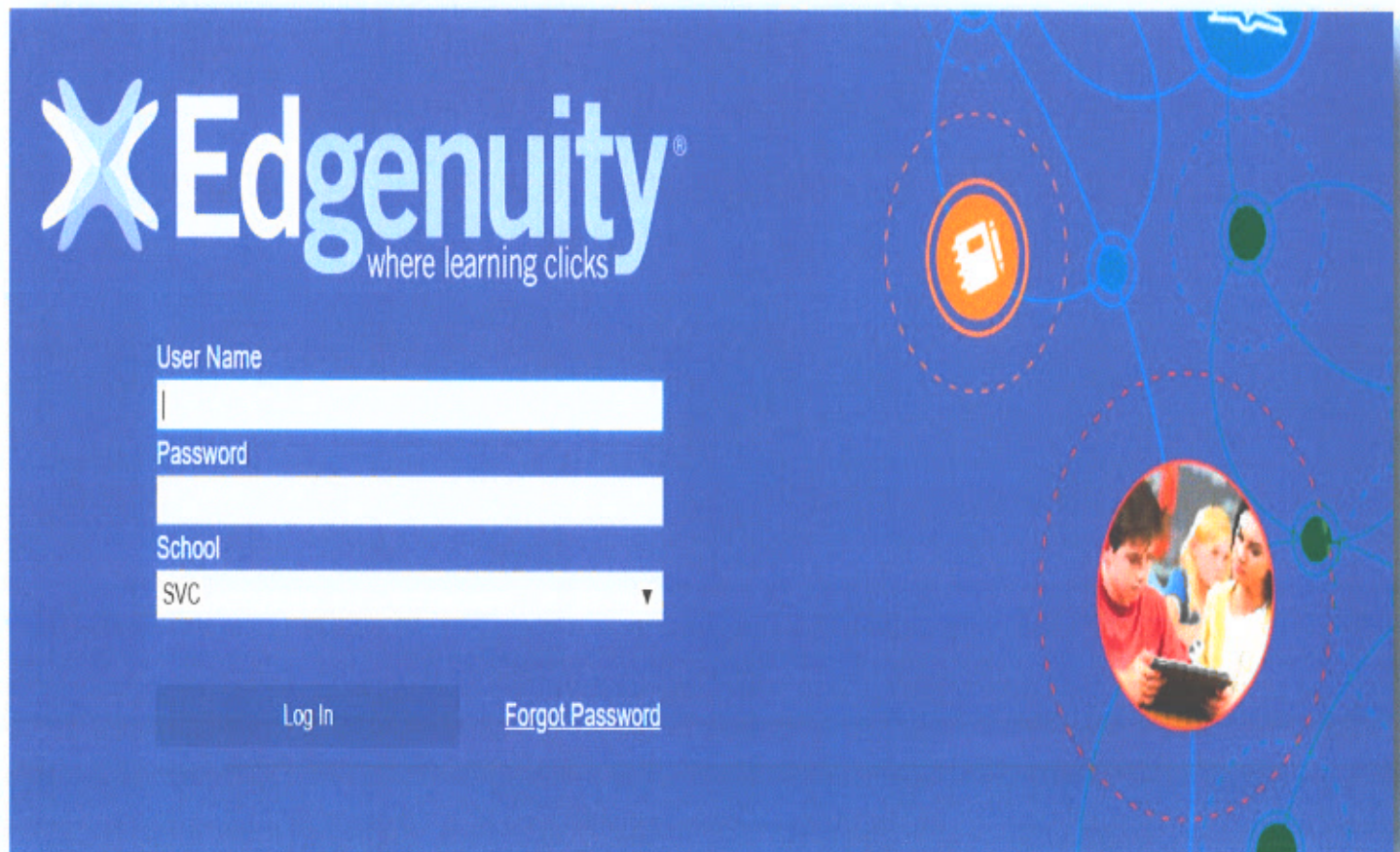



## Compass Learning

### Log-In to Compass

Steps for logging on/off:

1. Go to: <http://clo.grovecity.net>
2. Enter the provided Username: \_\_\_\_\_  
and Password: \_\_\_\_\_
3. Type: **GCC** in the School Box for Grove City Cyber
4. Course links are located inside your students "Backpack"
5. Double click the subject title (ex: 4th—Math 1st Trimester)
6. Each lesson must be completed in order. The program will not allow the student to complete tasks out of order. Activities with a five digit number can be completed repeatedly for more practice. Once the assigned content has been completed, it goes away. Generic content and retakes can be done in any order.
7. Once the lesson has been completed the student will receive an overall score and a percentage grade.
8. To ensure the student's work has saved, only use the round "x" to close the program.

The image shows the Edgenuity login interface. It has a blue background with a network diagram of circles and lines on the right side. One circle contains an orange icon of a book and pencil. Another circle contains a photo of three students looking at a tablet. On the left, the Edgenuity logo is at the top, with the tagline "where learning clicks" below it. Under the logo are three input fields: "User Name", "Password", and "School". The "School" field is a dropdown menu with "SVC" selected. At the bottom left is a "Log In" button, and to its right is a "Forgot Password" link.

 **Edgenuity**<sup>®</sup>  
where learning clicks

User Name

Password

School  
SVC ▼

[Log In](#) [Forgot Password](#)

## General Information

### Monitoring Progress

**Students in Grades Kindergarten - 4th:** Students will no longer be evaluated by a percentage system, though you will still see this in Compass. The cyber teacher analyze the standards and assess each student based on a pass/fail system. Standards-based learning focuses on the growth, understanding and mastery of specific grade level skills. Your cyber teacher will communicate as necessary if they have concerns on the specific standard skills. Please remember that your child may not be able to master the entire standard until the end of the year, as some standards have multiple components.

### Communicating with Your Teachers

#### Emails

Have your child check the Communication Center in the Compass Learning program frequently for updates from their cyber teacher. Students may email the teacher directly through the Communication Center regarding assignments and/or student course progress.

### Log for Music, Art, Library, and Physical Education

If a student will be a cyber student during special areas at school, that student is responsible for logging hours to meet the state requirements for that area. The cyber elementary teacher will provide the specials log so that the student can record activities in the special areas .

### Elementary Student Handbook

Students and parents should additionally be familiar with the contents of the student handbook for their assigned school (Hillview). The student handbook can be found on the building's web page at [grovecity.k12.pa.us](http://grovecity.k12.pa.us).



## Grove City Area School District Policies

### 2023—2024 Deadlines

All online assignments, binders, and log hours need to be completed and handed in either physically or electronically by the deadlines to the right.	October 31, 2023	End of 1st 9-weeks
	January 17, 2024	End of 2nd 9-weeks
	March 22, 2024	End of 3rd 9-weeks
	May 30, 2024	End of 4th 9-weeks

### Cheating/Plagiarism (as per Code of Conduct, Student Handbook)

Students are expected to be independently familiar with the Grove City Area School District Cheating and Plagiarism Code of Conduct from the student handbook, and to recognize that their work in any course, including cyber courses, is to be their own original work that truthfully represents their time, effort and concepts learned. Violations of the Code of Conduct are serious and will be handled in a manner that fully represents the extent of the policy and that benefits the seriousness of its violation. There will be no explanations accepted for plagiarism, cheating, or any other acts that suggest that a student has not honestly fulfilled his/her academic responsibilities. Any evidence of academic dishonesty and plagiarism may result in a grade of "F" for the course or for a particular activity, including quizzes, tests, practice homework and required signatures. All violations of the Code of Conduct will be kept on file yearly and reported to administration.

### Acceptable use of Internet, Computers and Network Resources (as per School Board Policy #815)

GCASD Online Academy students' files are not considered to be personal property and may be accessed at any time by teachers, administrators, or the system managers. You are responsible for what appears in your accounts and on media in your possession.

The following are some examples of inappropriate behavior: tampering with files or passwords, accessing another student's files, probing or circumventing security systems, downloading and/or playing unauthorized games, downloading and/or viewing inappropriate material, accessing unauthorized directories, and removing equipment or software. Likewise, chat sites, blogs, social network sites, and electronic mail are not to be used to post personal, harassing, threatening, unwelcome, or inappropriate messages. Violations of the acceptable use policies may result in loss of computer use privileges and other school disciplinary action. Violators may also be prosecuted under applicable local, state or federal civil or criminal law.

## Grove City Area School District Policies

### **Bullying/Cyber Bullying (as per School Board Policy #249)**

There is no place for bullying in Grove City Area School District. Bullying is defined as an intentional electronic, written, verbal or physical act, or a series of acts directed at another student that has the effect of doing any of the following:

1. Substantially interfering with a student's education.
2. Creating a threatening environment.
3. Substantially disrupting the orderly operation of the school.

Students who act as bullies will be disciplined according to the discipline code.

### **Building Student Handbook**

Cyber students are additionally expected to comply with student handbook published for their assigned building. Each building's Student Handbook is available on our website at [grovecity.k12.pa.us](http://grovecity.k12.pa.us).

### Abuse (Physical, Emotional, Neglect, etc.):

All employees of the Grove City Area School District are identified as Mandated Reporters of child abuse. This means that if abuse of any kind is suspected of occurring to a child in our care, it must be reported to the appropriate authority. Reports of abuse can be made by the student involved or anyone who suspects that abuse is occurring. Staff members who become aware of, or suspect an abusive situation are required to report the suspected abuse to Childline (1-800-932-0313).



# **GROVE CITY AREA SCHOOL DISTRICT**

**511 HIGHLAND AVENUE**

**GROVE CITY, PA 16127**

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**FAX: 724.458.5868**

## **SCHOOL BOARD MEMBERS**

**DOUGLAS GERWICK—BOARD PRESIDENT**

**RYAN THOMAS—BOARD VICE PRESIDENT**

**RANDY ARNOLD**

**AUGIE HURST**

**LEE MCCrackEN**

**DR. CONSTANCE NICHOLS**

**DR. ARMANDO SCIULLO**

**DR. JEFFREY TEDFORD**

**PATTY WILSON**



**SUPERINTENDENT—DR. JEFFREY FINCH**

**ASSISTANT SUPERINTENDENT—DR. JOSHUA J. WEAVER**

web address: <http://www.grovecity.k12.pa.us>