

Dear Parent/Guardian and Student:

Research shows that more than 90% of those who pass their online courses are students who met or exceeded the minimum time requirements. It is with the intent to first, allow the student to have the best chance in passing classes, and second, to satisfy the education laws of the state of Arizona that the GUHSD requires you to agree to the stipulations outlined below:

Student Contract

- I, _____, agree to work a **minimum** of 10 hours per week (offline and online activity) in EACH of my courses. This amount of time averages 2 hours per weekday. I will log any offline minutes into a notebook on a daily basis for parent/ guardian approval. ***Warning: Academic assignments must be submitted regularly.**
- I agree to enroll in _____ courses for the 2018-19 school year.
- In accordance with the Department of Education, GUHSD Online Learning Academy and Glendale Union Online require that each pupil complete a minimum of 5400 minutes (90 hours) per course.
- The GUHSD Student Code of Conduct applies in full for GUHSD Online Learning Academy and Glendale Union Online students.
- I **MUST** participate in state-mandated testing in accordance with ASRS 15-808-B, and I must demonstrate sufficient academic achievement (passing a majority of courses) in accordance with ASRS 15-808-G, or I may be removed from GUHSD Online Learning Academy and Glendale Union Online.

I understand that participation in GUHSD Online Learning Academy and Glendale Union Online is a choice, and failure to uphold the above contract may result in withdrawal from the program.

(Student Name- Please Print)

(Student Signature)

(Date)

(Parent/Guardian Name- Please Print)

(Parent/Guardian Signature)

(Date)

**Online Learning Academy
Glendale Union High School District**

The following vital information is currently on file regarding your student. Please review it carefully.

Student ID _____

Student Name: _____

Due Process Affidavit

As a parent in the Glendale Union School District, you have the right to a quality education for each of your children. To make sure that every student enjoys that right, the District has established policies and procedures regarding student attendance, tardies, and disruptive behavior. These guidelines for student attendance and conduct are designed to create a pleasant and safe environment at your school. The rules are reasonable and fair and they are the same at each school. Additionally, it is a long-standing practice in the Glendale Union High School District to communicate clearly to our parents and students' due process, appeals procedures, and any new policies that may have been enacted by the Glendale Union High School District Governing Board.

To this end, we are asking that you read carefully the guidelines for student attendance and conduct and then sign this affidavit. The affidavit must be returned to the student's school immediately and given to his/her third hour teacher.

- **Attendance/Tardy:** I have read the "Student Attendance and Absences and/or Tardies" procedures located in the GUHSD Student/Parent Handbook and understand that a student who reaches his or her 13th absence and/or tardy in any class may lose credit.
- **Due Process:** I have read the "Due Process" policy located in the GUHSD Parent/Student Handbook.
- **Appeals Procedures:** I have read the "Appeals" procedures located in the GUHSD Parent/Student Handbook and understand the timeline. I understand as a parent, guardian, or student that I have the right to use the appeal procedure.
- **Gang Association and Activity:** I have read "Gang Activity" located in the GUHSD Parent/Student Handbook and understand the disciplinary consequences.
- **Drug Use:** I have read "Drug Use by Student" located in the GUHSD Parent/Student Handbook and understand the disciplinary consequences. *A student who has been determined to be involved in the distribution of drugs shall be reported to law enforcement and shall be subject to suspension up to four semesters or expulsion, which is permanent withdrawal of the privilege of attending any GUHSD school.*
- **Weapons:** I have read "Weapons" located in the GUHSD Parent/Student Handbook and understand the disciplinary consequences. *Possession of a weapon shall be reported to law enforcement and shall be subject to suspension up to four semesters or expulsion, which is permanent withdrawal of the privilege of attending any GUHSD school.*
- **Electronic Information Resource:** School/Student User Privileges: I have read the policy on the "Use of Electronic Resources."
- **State Testing:** All students must participate in state testing. Students enrolled in courses providing their first three years of high school English and Math credits will participate in AzMERIT EOC (End-Of-Course) testing. Sophomores and freshmen, enrolled in Biology, will take AIMS Science.
- **Surveys:** Pursuant to A.R.S. 15-117, I understand that my student may participate in general surveys administered by the district.

By signing below, I acknowledge that I have read a copy of the GUHSD Parent/Student Handbook at www.guhsdaz.org and have reviewed the policies and procedures outlined on this affidavit.

Please check all that apply:

_____ *Mother/Guardian* _____ *Father/Guardian would like to receive emergency/non-emergency messages via text.*

_____ *Mother/Guardian* _____ *Father/Guardian have access to the internet.*

_____ *Mother/Guardian* _____ *Father/Guardian would like help creating an online account to check their child's grades.*

Parent / Guardian Signature: _____

Student Signature: _____

4530 W. Northern Ave.
Glendale, AZ 85302
623.435.7300
623.435.7301 fax
online.guhsdaz.org
Christine Lord, Administrator of Online Learning



BEHAVIOR CONTRACT

STUDENT NAME: _____ ID# _____

I, _____ understand that if I wish to remain in my classes and have the opportunity to receive credit at GUHSD Online Learning Academy/Glendale Union Online, I must abide by the following rules when at the Online Learning Academy:

1. Maintain acceptable behavior which includes but is not limited to the following standards.
 - a. I must be in my seat and quiet, ready to work and have appropriate working materials with me.
 - b. I will not disrupt the learning environment by talking or performing any other act that distracts the teacher and the other students.
 - c. I will not use inappropriate language or gestures.
 - d. I will not disrespect any teacher or substitute teacher.
 - e. I will follow all school and classroom procedures.

2. Maintain regular and punctual attendance to school.
 - a. I will not violate the "Tardy policy" by arriving to school on time.
 - b. I will not violate the "attendance policy" by exceeding the allowed number of absences.

3. Maintain and be a positive impact on campus through my attitude and willingness to succeed.

Violation of this contract could result in the following consequences.

1. 1st offense will result in 3 days of off campus suspension.
2. 2nd offense will result in 5 days of off campus suspension.
3. 3rd offense will result in 8 days of off campus suspension and loss of credit.

.....
I understand that failure to comply with the above conditions may result in further disciplinary actions, including being withdrawn from GUHSD Online Learning Academy/Glendale Union Online.

STUDENT SIGNATURE: _____ DATE: _____

I agree to the conditions outlined above.

PARENT SIGNATURE: _____ DATE: _____

GUHSD Online Learning Academy/Glendale Union Online Handbook Acknowledgement

As a parent in the GUHSD Online Learning Academy/Glendale Union Online, you have the right to a quality education for your student.. We have established policies and procedures regarding students in online classes. Our student handbook can be found online at <http://online.guhsdaz.org/> but some of the key policies are outlined here:

- **Plagiarism:** Any student found plagiarizing work for a course or assisting another student in plagiarizing will be subject to failing grades for the plagiarized assignments and may be dropped from the course and/or program.
- **Final Exams:** Students must have an overall course grade of 60% or better to be eligible to take the final exam. Students must pass final exams with a 60% or better to receive credit for the course regardless of the overall course grade. Only students who fail the final exam will be given one retake. Students who fail the final exam twice will receive an F in the class regardless of the overall course grade. Once the final exam is taken, no other coursework will be accepted.
- **Course Completion:** Students are expected to complete a minimum of 3 classes per 9-week period. Failure to demonstrate sufficient academic achievement may result in withdrawal.

Policies pertaining to classroom students:

- **Attendance:** All lab students are required to attend school daily. All absences are to be phoned into the attendance line at 623.435.7306 the day of the absence. If a student reaches more than 12 absences in a semester and is not making adequate progress, he/she may be dropped from courses and withdrawn from school.
- **Tardies:** Students who arrive over 15 minutes late to a session will not be admitted into the lab and will be marked absent.

Policies pertaining to at-home students:

- **Attendance:** Parents/Guardians must submit attendance verification. Failure to do so for 2 weeks or more will result in the student being withdrawn.
- **Login:** Any at home student who does not login for over 2 weeks may be withdrawn.

I have read a copy of the GUHSD Online Learning Academy/Glendale Union Online Student Handbook at online.guhsdaz.org and have reviewed the policies and procedures outlined on this acknowledgment.

Parent / Guardian Signature: _____ **Date:** _____

Student Signature: _____

PLEASE PRINT

STUDENT NAME: _____ BIRTH DATE _____ Grade _____ HOME PHONE _____

ADDRESS: _____ APT #: _____ CITY: _____ STATE: _____ ZIP: _____

FATHER /GUARDIAN NAME: _____ TELEPHONE #: _____ Is this a cell #? _____

TELEPHONE # _____ Is this a cell #? _____

MOTHER/GUARDIAN NAME: _____ TELEPHONE #: _____ Is this a cell #? _____

TELEPHONE #: _____ Is this a cell #? _____

If Parent/Guardian cannot be reached

ALTERNATIVE CONTACT (name): _____ RELATIONSHIP TO STUDENT: _____ TEL#: _____

ALTERNATIVE CONTACT (name): _____ RELATIONSHIP TO STUDENT: _____ TEL#: _____

ALTERNATIVE CONTACT IS PERMITTED TO (check all that apply):

Sign student in/out of school _____ Call in absences _____ Other (please explain) _____

I understand that as a Parent/Guardian it is my responsibility to ensure that all of the above information is correct. Should there be a change in any of the above, I understand that it is my responsibility to contact the Glendale Union Online Learning Academy Attendance Office and inform them of such change/s.

PARENT/GUARDIAN SIGNATURE _____ DATE: _____

FOR OFFICE USE ONLY

Attendance Office processed (Initials) _____ Date: _____

Date Processor (Initials) _____ Date: _____

EMERGENCY/HEALTH INFORMATION - GLENDALE UNION HIGH SCHOOL DISTRICT

School Year 20____ /20____ Form 242

NAME _____ BIRTH DATE _____ GRADE _____ PHONE _____

ADDRESS _____ CITY _____ ZIP _____

FATHER/GUARDIAN _____ PHONE WORK/CELL _____

MOTHER/GUARDIAN _____ PHONE WORK/CELL _____

In accordance with State Law (ARS 15-344), the nurse may give my child over-the-counter medications for fever, pain and discomfort.

Please circle the medications below to be administered during the school day as needed.

ACETAMINOPHEN (TYLENOL) IBUPROFEN (ADVIL) ANTACID (TUMS) COUGH MEDICINE/DROPS

HEALTH HISTORY - PLEASE CHECK OR LIST BELOW ANY OF THE FOLLOWING:

DIAGNOSIS/CONDITIONS

- ALLERGIES
- ADD/ADHD
- ARTHRITIS
- ASTHMA/CHEST
- BLEEDING DISORDERS
- DIABETES
- EMOTIONAL PROBLEMS
- HEARING
- HEART
- HEPATITIS
- HIGH BLOOD PRESSURE
- KIDNEY PROBLEMS
- MIGRAINE under medical care
- PSYCHIATRIC
- SEIZURES/CONVULSIONS
- SKIN PROBLEMS
- STOMACH ISSUES under medical care
- TUBERCULOSIS under medical care
- VISION (glasses/contacts)

ALLERGIES AND REACTIONS: FOOD MEDICATIONS ENVIRONMENTAL SEASONAL: _____

SERIOUS INJURIES/SURGERIES: _____

ALL CURRENT MEDICATIONS: _____

OTHER HEALTH CONCERNS/COMMENTS/RESTRICTIONS: _____

IF EMERGENCY SERVICE INVOLVING MEDICAL ACTION OR TREATMENT IS REQUIRED AND NEITHER PARENT NOR GUARDIANS CAN BE CONTACTED, I CONSENT FOR THE STUDENT NAMED ABOVE TO BE GIVEN EMERGENCY MEDICAL CARE AS NEEDED. I understand this information may be released to other school personnel to be used only in a confidential and professional manner in the best interest of my child. I hereby certify that on this date, all of the above information is correct.

Parent /Guardian Signature: _____ DATE: _____

Transportation Information

____ Student will be dropped off/picked up from school.

____ Student will be walking to school.

____ Student will be riding a bike to school. (Note: Student must provide own bike lock and lock in the bicycle rack on the West side of the building. The school is not responsible for lost, stolen, damaged bikes.)

____ Student will be taking the city bus to school and lives over a miles from the school. (Bus pass exchange program: Purchase 5 Student Day passes for a cost of \$10 at any local convenience store and the used passes will be exchanged every Friday for new passes. School is not responsible for lost or stolen passes.)

____ Student will be driving to/from school and parking the vehicle on campus. (Please complete the reverse side.)

GUHSD Online Learning Academy

Parking Permit

Name _____ ID _____

Vehicle Make _____ Model _____ Year _____

Color _____ License Plate# _____ Permit Number _____

I understand that I must keep my parking permit visible at all times. I will park in one space designated for students (spaces away from building) and I will follow all school and district rules and policies. I understand that failure to do so may result in disciplinary action, my vehicle being towed at my own expense, &/or parking privileges being revoked. I also understand that parking on campus is a right and vehicles may be inspected. I further understand that Glendale Union High School District does not assume liability for damages or stolen property while the vehicle is parked on campus.

A copy of your license, vehicle registration and proof of car insurance must be provided with this form.

Signature _____ Date _____

Parent/Guardian Signature _____ Date _____

Thank you for registering at Glendale Union Online Learning Academy. Please answer some questions about the student enrolling (YOU) so we can better understand the student's background and be able to schedule and support him/her moving forward.

1. What brings you to Glendale Union Online Learning Academy?

2. What are your plans for the next three (3) semesters? Please be sure to indicate if and when you plan to return to a traditional high school.

a. THIS SEMESTER? _____

b. Next semester? _____

c. Next school year? _____

3. Do you have any medical or health concerns that may affect your schooling? Yes No

a. If yes, please explain. _____

4. What are your plans after you graduate from high school? Some options are: Career/working, Military, 4 year university, 2 year community college, Trade school, Unsure.

Your file will be reviewed by our Guidance Counselor. She will add classes to your schedule with core classes required for graduation first. If there is room for electives, please choose from the courses below and rank 1 to 4 (1 being first choice). Descriptions on are the back.

1. _____

2. _____

3. _____

4. _____

Do you have any questions that you need answered or any comments you'd like to share?

What is the best way to reach you if the counselor has questions about what courses you would like &/or to answer your questions above? (circle one) Email Phone _____

ELECTIVE COURSES ONLY AT GUO OR OLA

Art - Create original artworks in a variety of media and techniques. Learn art history, cultural awareness, and art appreciation. Need access to either Microsoft products or Google applications to submit work for this course. Art supplies needed: 9"x12" multi-media sketch pad, 2B and 6B pencils, blending stump, eraser, colored pencils, white air-dry clay, black sharpie fine point pen. If you need materials, check out from Online Learning Academy library.

BioScience: Medical Terms Semester 1 and Semester 2: The study of medical terminology, health professions and the legal and ethical considerations of medicine while learning about diagnoses, disease, treatment, and careers related to the nervous and musculoskeletal systems. No required texts.

BOSAS: Computer Applications - Business Operations and Software Semester 1: Enhance technical knowledge and skills associated with functions within business operations. Use different software packages to accomplish tasks related to business and industry. Areas of study include Microsoft Office Suite and Adobe Creative Cloud. Master the use of a spreadsheet, database, presentation software, advanced word processing, and personal finance software. If taken full time at home, there is a cost to download the required software.

Psychology surveys the major sub-disciplines of the field, including topics as the brain and neuroscience, behavior, cognitive and social development, learning, memory, decision-making, the teenage brain, consciousness, emotions, motivation, and psychological disorders. Intensive vocabulary and practical application of the psychological principles. No texts required.

Child Development Semester 1 Early childhood education course focuses on the growth and development of young children, conception through preschool age. Students will develop knowledge and skills in working with young children that can be applied to future careers and parenting.

Creative Writing is an engaging elective course which explores various genres of writing including: *fairytale*s, *mystery*, *horror*, *sci-fi*, *fantasy/magical realism*, and *poetry*. Students will interact with inspiring model texts, carefully curated videos, links to interesting websites and research, and engaging images to spark a creative imagination. In addition, students are coached throughout the writing process through unit lists (and quizzes on) literary devices and techniques — techniques writers may go on to use in their own writing. Students will anthologize all writing produced in this course in a final writing portfolio. No required texts.

Forensics will cover an introduction to the main principles and sub-disciplines of forensic science to include units on serology, toxicology, DNA evidence, fingerprinting, and trace evidence. The problem solving that is included in this course requires students to use analysis skills and apply knowledge from a broad range of formulas. No required books. Pre-requisite: 1 year of Biology completed.

Music Appreciation. This course is broken up into six units: Introduction to Music, general information about sound, reading music. Instrumentation, reviewing types of instruments. History of music including: Medieval Music and the Renaissance, Baroque and Classical Music, Romantic and 20th Century Music, and Modern Music.

Personal Development uses Sean Covey's book, *The 7 Habits of Highly Effective Teens*, students will apply strategies for improving themselves and their relationships with others, giving students the ability to overcome obstacles, set goals, make positive decisions, and employ the 7 Habits to enable them to navigate and succeed in their teen years and beyond. Students will be interacting with the text by learning about and applying the principles of the 7 Habits to real-life situations and those portrayed in videos. Students will show their mastery of the concepts through answering study questions, analyzing problems by writing about them, and completing a project. Book required for course.

Short Stories gives students a more in-depth focus on the English language arts literary elements. Focusing on various genres of short stories, the students will be reintroduced to analysis vocabulary, and how authors use those tools to tell their story. Students will be expected to read and analyze the short stories, as well as discuss how those elements enhance the reader's experience with the story. Students will also learn more about the background of the genres of these stories, and produce written and video analysis. No required books.

World War II is a history of the Second World War. The course starts with the end of World War I and the causes of World War II and continues through the occupations of Germany and Japan at the end of the war. The course focuses on major battles and the human cost of war. Some of the topics and images depicted are graphic in nature, as the course attempts to give an accurate portrayal of the events that occurred during the Second World War. No required books.

Spanish 1-4 students study the Spanish language to be able to read speak and listen. Meets foreign language requirements for University.