

MIDDLETOWN AREA SCHOOL DISTRICT

RAIDER  **ACADEMY**
ONLINE LEARNING

2023-2024 STUDENT HANDBOOK

<https://caola.caiu.org/login>

MASD Mission Statement

Middletown Area School District and the entire community are committed to multiple pathways toward excellence and achievement for all students.

WHY RAIDER ACADEMY?



Advantages of RAIDER ACADEMY

- **You are a MASD Blue Raider! Stay enrolled in your local school district** - This allows you to earn a diploma from MASD and participate in all MASD extracurricular activities.
- **Flexible learning options** – Your learning program is adapted to fit your needs. Learn at the right pace for you, at the time and place that you choose.
- **Highly engaging curriculum** – we use curriculum programs that are designed to be engaging, fun, and target multiple learning styles and needs.
- **Local Middletown teachers** - Some courses are facilitated by current MASD classroom teachers.
- **No cost to you or your family.**
- **Pursue your interests** – Choose from a wide variety of courses and electives designed to allow students to pursue their academic interests and develop a path for success after high school.
- **Academic excellence** – We believe that rigorous, well-rounded curriculum with a strong base in Math, Science, and Technology is the key to success in the 21st century global economy.
- **Materials provided to online students** - You will be loaned an iPad.

Dear Raider Academy Families,

Welcome to the Raider Academy (RA) program, a full-time online learning option. The web-based courses meet the increasing demand for high quality student instruction that incorporates proven online learning practices and next generation software. Enrolling in Raider Academy means students will have the opportunity to experience flexible and non-traditional learning options with individualized pacing. Students will learn from a rigorous, state-aligned curriculum. Most importantly, students can earn a Middletown Area School District (MASD) diploma and participate in school events and activities.

This handbook has been developed to provide an overview of Raider Academy policies and procedures. It will also provide clear guidelines on both your responsibilities and the school's expectations. It is important to remember that you have selected a program that is part of a public school and must comply with state and federal regulations.

We look forward to working with you this school year. Our commitment is to support student success, and we are dedicated to achieving that goal together. Please do not hesitate to contact us to discuss any questions or concerns you may have.

Congratulations on joining Raider Academy! We wish you a successful Raider Academy experience!

Sincerely,

Kevin E. Cook, Principal
717-948-3300, ext. 8000
kcook@raiderweb.org

MIDDLETOWN AREA SCHOOL DISTRICT
2023-2024 ACADEMIC CALENDAR

July 2023						
# OF DAYS: STUDENTS-0; STAFF-0						
SU	MO	TU	WE	TH	FR	SA
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- KEY**
- Significant Date/Event
 - Staff Development
 - Early Dismissal
 - No School for Students & Staff
 - PSSA/Keystone Testing Window

August 2023						
# OF DAYS: STUDENTS-4; STAFF-8						
SU	MO	TU	WE	TH	FR	SA
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

AUGUST
7-25 - Teachers are required to work 6 hours total for classroom preparation
21-23 - STAFF DEVELOPMENT, Act 80 Days for staff
28 - FIRST DAY OF SCHOOL

SEPTEMBER 2023						
# OF DAYS: STUDENTS-19; STAFF-19						
SU	MO	TU	WE	TH	FR	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

SEPTEMBER
1 & 4 - NO SCHOOL, Labor Day Recess

OCTOBER 2023						
# OF DAYS: STUDENTS-20; STAFF-21						
SU	MO	TU	WE	TH	FR	SA
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

OCTOBER
9 - NO SCHOOL, Columbus Day
20 - NO SCHOOL FOR STUDENTS, Act 80 Staff Development Day

NOVEMBER 2023						
# OF DAYS: STUDENTS-17; STAFF-18						
SU	MO	TU	WE	TH	FR	SA
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

NOVEMBER
6 - EARLY DISMISSAL FOR ELEMENTARY, Act 80 half day for Parent Conferences in PM
7 - NO SCHOOL FOR STUDENTS, Act 80 Staff Development Day for Secondary, Parent Conferences for Elementary
22-27 - NO SCHOOL, Fall Recess

DECEMBER 2023						
# OF DAYS: STUDENTS-16; STAFF-16						
SU	MO	TU	WE	TH	FR	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

DECEMBER
25-29 - NO SCHOOL - Winter Recess

The following days may be used as make-up days for school cancellations.

#1: November 22, 2023
#2: November 27, 2023
#3: February 19, 2024
#4: March 28, 2024

MARKING PERIODS - SECONDARY

1st Marking Period: Aug. 28, 2023 - Nov. 2, 2023
2nd Marking Period: Nov. 3, 2023 - Jan. 23, 2024
3rd Marking Period: Jan. 24, 2024 - Apr. 2, 2024
4th Marking Period: Apr. 3, 2024 - June 6, 2024

JANUARY						
# OF DAYS: STUDENTS-20; STAFF-21						
SU	MO	TU	WE	TH	FR	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JANUARY
1 - NO SCHOOL, Winter Recess
12 - NO SCHOOL FOR STUDENTS, Act 80 Staff Development Day
15 - NO SCHOOL, Dr. Martin Luther King Jr. Day

JANUARY 2024						
# OF DAYS: STUDENTS-20; STAFF-21						
SU	MO	TU	WE	TH	FR	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY
19 - NO SCHOOL, Presidents' Day
23 - EARLY DISMISSAL FOR STUDENTS IN GRADES K-11, Act 80 Staff Development Day in the PM (Career Action Plan Presentations for Seniors), half day for Elementary Parent Conferences in PM
26 - NO SCHOOL FOR STUDENTS, Act 80 Staff Development Day for Secondary, Parent Conferences for Elementary

FEBRUARY 2024						
# OF DAYS: STUDENTS-19; STAFF-20						
SU	MO	TU	WE	TH	FR	SA
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

MARCH						
# OF DAYS: STUDENTS-19; STAFF-19						
SU	MO	TU	WE	TH	FR	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

MARCH
15 - EARLY DISMISSAL FOR STUDENTS, Act 80 Staff Development in the PM
28-29 - NO SCHOOL, Spring Recess

MARCH 2024						
# OF DAYS: STUDENTS-20; STAFF-21						
SU	MO	TU	WE	TH	FR	SA
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL						
# OF DAYS: STUDENTS-20; STAFF-21						
SU	MO	TU	WE	TH	FR	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

APRIL
1 - NO SCHOOL, Spring Recess
22-26 - PSSA English Language Arts Testing Window (grades 3 - 8)
23 - NO SCHOOL FOR STUDENTS, Election Day, Act 80 Staff Development Day
29-30 - PSSA Math, Science, and Make-up Window (grades 3 - 8)

APRIL 2024						
# OF DAYS: STUDENTS-20; STAFF-21						
SU	MO	TU	WE	TH	FR	SA
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

TRIMESTERS - ELEMENTARY

Trimester 1: Aug. 28, 2023 - Nov. 30, 2023
Trimester 2: Dec. 1, 2023 - March 7, 2024
Trimester 3: Mar. 8, 2024 - June 6, 2024

MAY 2024						
# OF DAYS: STUDENTS-22; STAFF-22						
SU	MO	TU	WE	TH	FR	SA
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE 2024						
# OF DAYS: STUDENTS-4; STAFF-5						
SU	MO	TU	WE	TH	FR	SA
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

STUDENT & STAFF DAYS
Students - 180
Staff - 190

The school calendar is subject to change throughout the year.
Please refer to raiderweb.org for the most current information.

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***MUST BE SIGNED AND RETURNED**

GOVERNING DOCUMENTS

SCHOOL BOARD POLICIES

School Board policies reflect requirements of the Pennsylvania School Code, regulations set forth by the State Board of Education, and protocols set forth by the Pennsylvania Department of Education. MASD policies are adopted at the recommendation of the Pennsylvania School Boards Association and upon legal advice of the District's solicitor. All policies are available to the public via the [District's website](#). **It is the responsibility of student and their parents/guardians to familiarize themselves with the content of these policies which are established by the governing body of the School District, the Board of School Directors.**

[Policy 815](#), *Acceptable Use of Internet, Computers and Network Resources*, is a policy that Raider Academy families should become very familiar with since it pertains to the use of District devices.

STUDENT HANDBOOKS

It is the responsibility of parents/guardians to familiarize themselves with the content the District Handbook & Student Code of Conduct and their school-specific student handbook located on the [For Parents](#) page.

REGISTRATION & ENROLLMENT PROCESS

1. Students wishing to enroll in the full-time online learning model must first complete the MASD registration process, if not currently a District student.
2. Once registration is complete, instructions will be given to complete an online learning readiness survey.
3. Students will complete the online learning readiness survey or provide evidence of a course that has been successfully completed in another cyber school.
4. A meeting will be established to review the Raider Academy Handbook with designated District personnel to sign the online learning agreement. A parent/guardian and student must be present.
5. The student will meet with the Raider Academy Principal to register for online courses in conjunction with a school counselor.
6. The District will provide students with their username, password, course information, and principal information.
7. The mentor will take note of the student information, student username and password, course information, and the online teacher's name and email address for each course.
8. The online teacher will receive notification of the student's enrollment and the principal's contact information.

Transition from School Building to Raider Academy

Enrollment into the Raider Academy program will only take place at the start of a marking period unless approved by MASD Administration. New enrollment requests within the first ten (10) school days of the marking period will be considered for current marking period. Any requests made after the first ten (10) days of the marking period will be reviewed to begin the following marking period. All students enrolling into the online program within the first ten (10) days of the marking period will be responsible to complete all online lessons by the marking period deadline (administration may adjust assignments accordingly). Online enrollments will begin with lesson 1 and no grades from the first ten (10) days will be transferred from the building setting. All previously stored marking period grades will be transferred, with exceptions on an individual basis.

WITHDRAWING FROM THE PROGRAM

Students participating in the full-time online learning model may withdraw from the program provided that the parent/guardian indicates in writing the reason for withdrawal, the name and location of the public or private school that the student will attend and expected exit date from the program. Parents may initiate withdrawal from the program by contacting their Raider Academy Principal. The Middletown Area School

District will contact the parents to ensure proper paperwork is completed and equipment is returned to the school.

Withdrawing and Returning to Designated District building

Students and parents wishing to withdraw from the online program and return to the designated District building should submit their request to the school counselor or Raider Academy principal at the end of a marking period. A plan of action will be determined by the school to ensure a smooth transition. Students who are not meeting MASD attendance expectations and/or academic eligibility guidelines may be withdrawn from the online program and enrolled in courses in the designated District building. If such action occurs, all parties will be notified of the course of action and return date.

ATTENDANCE POLICY

State law asserts that parents/guardians are responsible for ensuring that their child attends school. Students not attending school as mandated by the law will be considered truant. Students and their legal guardians are subject to local truancy laws and regulations.

DAILY ATTENDANCE

Full-time online learning students will follow the approved District calendar. Students are expected to log into the appropriate online learning system each day that school is session and make meaningful progress in each of their courses. Any student failing to log in on a school day will be marked absent and is expected to submit an absence excuse to the Raider Academy Principal within three (3) school days. **If an absence excuse is not submitted within three (3) school days the absence will be marked illegal and unexcused and may cause the student to be subject to the local truancy laws and regulations.** If a student accumulates ten days of absence, a doctor's excuse may be requested for each absence thereafter. The administration reserves the right to request a doctor's note for any absence.

Any absences that have been accumulated prior to entry into Raider Academy will follow students once accepted into the program. This includes attendance from previous School Districts or other online programs.

ABSENCE EXCUSE SUBMISSION

All absence excuses should be submitted to the Raider Academy Principal.

EARLY COMPLETION

Students can potentially finish all assigned course work prior to the end of the school year. Students who complete all course work prior to the end of the school year will be required to meet with their principal to develop an academic plan for the remainder of the school year.

If two (2) or more months remain, a student may be given the option to complete another elective (semester or quarter course). Enrollment in elective courses would be determined on a case-by-case basis. These additional elective courses may be the financial responsibility of the student/parent/guardian. A student would not be given the option to complete additional Core courses at this time.

PLANNED ABSENCES

The District recognizes that circumstance can occur that will keep a student from completing daily lessons and signing into the system. These types of absences are considered excused absences and must fall into one of the categories below. Students are expected to work with their principal and online teachers to make up any missed work.

- **Parental request for temporary absence:** Upon parental request, the principal and appropriate School

District personnel may temporarily excuse a student for agreed upon reasons. The request should be submitted in writing in advance and should state the reason and duration of the absence. An absence may not be approved if it is deemed to be detrimental to the student's academic progress.

- **Participation in school approved activity:** In order to be granted an excused absence, the activity must be authorized by the student's building principal and parent. The students' principal should also be notified prior to the event.
- **Disciplinary actions:** Absences due to temporary suspensions are deemed excused for attendance record keeping.

UNEXCUSED/ILLEGAL ABSENCES

Any absence that does not fall into an excused absence category or is not adequately documented will be considered an unexcused/illegal absence. If three (3) illegal absences occur parents will receive notification through the mail. A conference between the parent, principal, the Home & School Visitor and student will occur if excessive absences accumulate. At that time a Student Attendance Improvement Plan (SAIP) will be implemented to ensure student success.

Students who have ten (10) unexcused/illegal absences will be automatically withdrawn from Raider Academy and will need to return to their designated District building.

MONITORING STUDENT PROGRESS

In addition to attendance, the Raider Academy Principal will also monitor student progress. Students are expected to complete at least one lesson in each of their courses each school day. At any time, if a student is failing a course (less than 60%), the student will be required to:

1. Resubmit work to improve grade (email teacher to ask them to reopen any assignment and/or assessment)
2. Make-up any missed assignments and/or assessments
3. Spend more time daily in failing course
4. Schedule a Zoom session with the teacher.
5. Meet with the principal
6. (Secondary Student) required to work from an assigned building under the direction of a Raider Academy Principal until adequate progress in each course has been made. Once a student has made adequate progress in each course they may begin working from home once again. Any student who meets these conditions will then be monitored weekly for progress and if adequate progress is not being made will be required to come back into their assigned building to complete their work.

(Elementary Student) required to Zoom with the local Middletown full-time elementary teacher until adequate progress in each course has been made. Once a student has made adequate progress in each course they will not be required to Zoom with the teacher. Any student who meets these conditions will then be monitored weekly for progress and if adequate progress is not being made will be required to come back into their assigned building to complete their work.

If the student does not comply with coming into the building a meeting will take place to determine if the student may continue in Raider Academy.

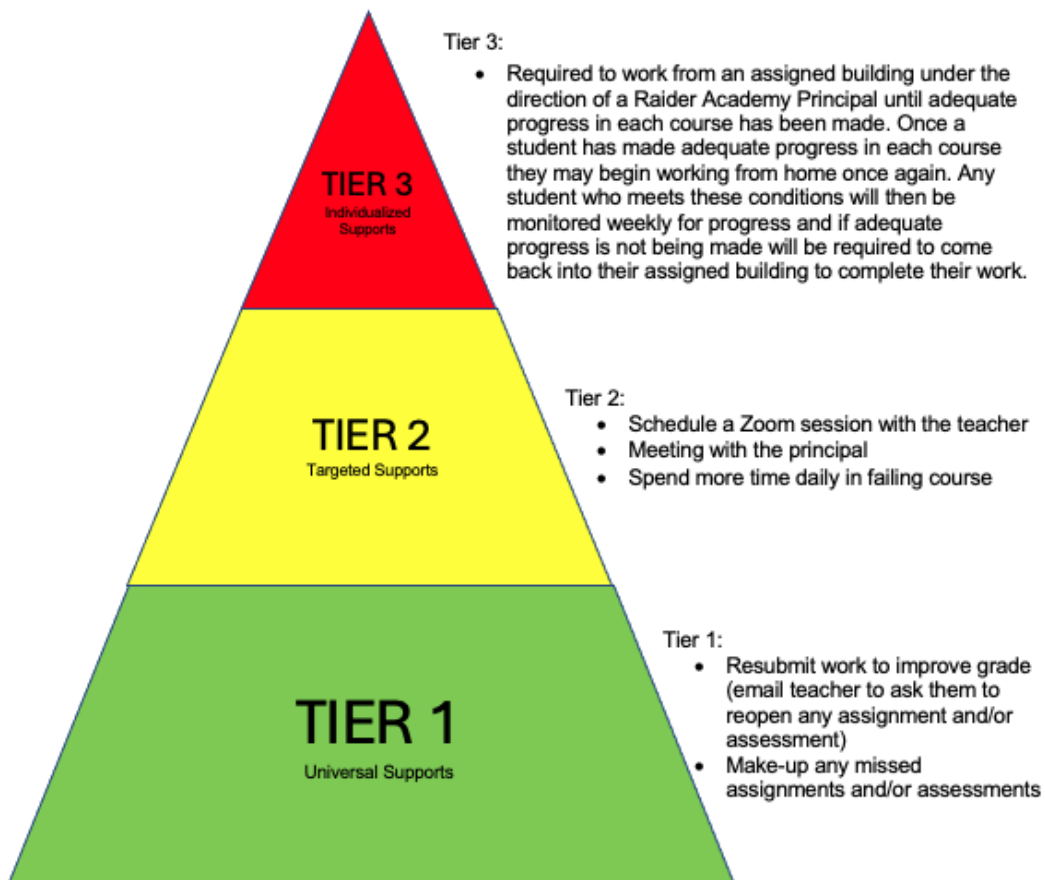
*Student's enrolling in Raider Academy after the start of a marking period shall work with their principal to determine the amount of progress required by the end of that marking period.

Students who are not meeting online learning expectations may be withdrawn from the online program and enrolled in courses in the Middletown assigned school building. If such action occurs, all parties will be notified of the course of action and return date. Grades from the online program will transfer into the respective courses in the assigned school building.

The school district reserves the right to withdraw students from the Raider Academy program if adequate progress and deadlines are not being met successfully. Adequate progress is defined by attendance and passing grades. Students with inadequate progress for one marking period will result in withdrawal from the Raider Academy program.

Students may be placed in a probationary period due to inactivity, poor attendance, poor grades, and/or inappropriate behavior. Should the student be placed on a probationary period, he/she must comply with all the terms of plans created to remediate the concern(s). Failure to do so may result in the removal from the Raider Academy program and return to the brick-and-mortar school building.

A tiered support system will be used for any student who is failing a course (course grade average less than a 60%)



PARENT RESPONSIBILITIES

Parents of online learning students have a unique opportunity and responsibility to participate in the education of their children. Parents are expected to:

- Accompany their child to meet with the school's guidance counselor and Raider Academy Principal to sign the contract and pacing agreement.
- Communicate with their child about taking online courses and help him or her fill out the "Am I a Good Candidate for Online Learning?" questionnaire (Appendix A).
- Provide a physical environment conducive to their child's educational needs.
- Directly supervise their child's education at home and assure that all work submitted has been completed solely by the child.
- Acquire the information needed to log into the system and monitor their child's progress at least weekly.
- Acquire the name and contact information for their child's principal and maintain regular contact with the principal to ensure successful completion of the curriculum within the allowable timeframe.
- Ensure their child complies with all Raider Academy rules, policies, and procedures.
- Assist their child with submission of all forms, applications, and documentation on time.
- Monitor their child's equipment use to assure that equipment and applications are used for educational purposes and in accordance with school policy.
- Attend informational sessions offered by the School District.
- Provide transportation as needed to participate in standardized testing or other school activities required for graduation.
- Notify the school immediately of any change in their child's contact information.
- Return all instructional materials and equipment to the school as requested by their child's principal.

STUDENT RESPONSIBILITIES

Full-time online learning students are expected to do the following:

- Accompany their parent/guardian to meet with their guidance counselor and the Raider Academy Principal to sign the contract and pacing agreement.
- Complete the "Am I a Good Candidate for Online Learning?" questionnaire (Appendix A).
- Agree to and follow all policies outlined in the Raider Academy handbook.
- Utilize the software program to email the principal prior to the start of the program.
- Log in and take any required diagnostic tests.
- Attend Raider Academy in accordance with the school calendar.
- Log in and complete required lessons.
- Establish weekly contact with the principal.
- Contact the principal and/or online teachers with any questions or problems.
- Contact the principal when ready for any required proctored exams.
- Notify principal and online teachers of any planned excused absences.
- Complete all lessons in sequence as prescribed by each course.
- Use appropriate language, common sense, and proper grammar and spelling when sending electronic communication
- Follow school's email and Acceptable Use Policy
- Complete all MASD graduation requirements.

ACADEMIC PLACEMENT & SUPPORT

Course content and assignments are aligned with Pennsylvania's content standards or other nationally accepted content standards. They are written by highly qualified teachers and have been through a rigorous multi-step review process.

Individual lessons provide multiple methods of instructional delivery, accommodating different learning styles. Courses include online textbooks written specifically to accomplish lesson objectives. Lessons contain assessments to measure the student's understanding of the lesson objectives. Please note that Advanced Placement courses are acquired from a third-party vendor and therefore may not include all of the features of regular courses.

Students enrolling in Raider Academy will collaborate with their school counselor and parent/guardian to determine proper placement in courses. The school will place the student at the appropriate level, taking into consideration previous grades, courses taken, earned credit, academic performance, assessment tests, and graduation requirements.

Raider Academy students will have the following support:

- A principal appointed by the School District to monitor attendance, check on the student's progress, and coordinate assistance, if necessary.
- Online teachers who grade coursework, monitor student progress, and, if necessary, create interventions to help students master the lesson objectives.
- An Online Tutor, arranged via the principal, who can provide scheduled assistance to aid the student's learning. This highly qualified teacher is available via the Resource Center.

TECHNOLOGY

TECHNOLOGY SUPPORT

Technical issues with coursework should be reported to the CAIU Help Desk at 717-732-8403 or caola.support@caiu.org.

For technical support for your District-issued equipment, contact support@raiderweb.org or your Raider Academy Principal.

Technical Support will not be provided for local area networks in the home, non-Raider Academy computers and software, or to any students/families not enrolled in Raider Academy. Raider Academy students will be provided with an iPad, iPad case, charging device, internet filtering applications, and applications needed to the support curriculum. This equipment is the property of the Middletown Area School District and must be returned to Middletown Area School District within thirty (30) calendar days of termination of the student's online learning.

Software and additional hardware may not be installed on or removed from the provided device. Additionally, software and hardware on the device may not be used or installed on any other computer. MASD reserves the right to deny a student's access to equipment or ISP reimbursement. Students denied such access must return any issued equipment promptly.

LOST/DAMAGED PROPERTY

The student/parent must notify the School District within three days of the occurrence or discovery of any theft, damage, destruction, or other loss of any school-owned computer equipment. The student/parent may be responsible for any costs associated with repairing or replacing lost, stolen, or damaged equipment while in the student's possession.

Families/students are generally financially responsible for their equipment. In most circumstances where there has been loss or damage, parents will file a claim with their homeowner's insurance carrier. The School District will assist with this process by submitting all information related to cost and value of the equipment. The family/student must immediately forward copies of the police report, fire report, insurance claim, and any

other applicable reports to the student's principal who will then forward the information to the building administration.

REPLACEMENT EQUIPMENT

Raider Academy will arrange for replacement equipment only after:

- Copies of all applicable reports and claims have been received in the Director of Technology's office.
- Appropriate arrangements have been made by the student/family to compensate the school for the loss.
- The family/student signs a revised agreement that reflects the issuance of new equipment.
- The damaged equipment is returned, if applicable.

STUDENT RECORDS

A cumulative file will be maintained for the student while enrolled in the Raider Academy. This record shall contain only verified information of educational importance and may be used only for the benefit, promotion, or welfare of the student. All material in each student's file shall be confidential and access thereto strictly limited to personnel at the local school, Raider Academy, and parents/guardians.

SPECIAL EDUCATION SERVICES

Raider Academy is required under the Individuals with Disabilities Education Act (IDEA) to ensure educational services to students with disabilities. Students with Individualized Education Plans (IEP) or 504 plans will be accommodated within the Raider Academy program after the Director of Special Education of Middletown Area School District has approved students. The School District will work with the parent/guardian, student, and principal to ensure proper procedures are followed. Communication between the student's principal and online teachers will ensure the student receives the proper modifications outlined in the IEP or 504 plans.

Raider Academy does not conduct evaluations to determine eligibility for special education placement. Parents who believe their child is eligible for special education should contact the Middletown Area School District's Director of Special Education for further assistance.

GRADING

Student progress is assessed using a multitude of methods, such as formal assessments, quizzes, essays, tests, and forum discussions. Students and parents have immediate and continuous access to grades by logging into the system. Grades for assessments and tests will be posted within two to three days from the date they were submitted.

Students are permitted to make up missed assignments without grade penalty if absence is considered excused. The principal will closely monitor student make up days and communicate with online teachers. Students will be given at least two (2) school days for every excused absence to complete the assignments or tests missed after an absence.

Extensions will only be given for special circumstance with District administration approval prior to the end of the grading period. An extension will not be granted if the student failed to make daily adequate progress in their courses.

REPORT CARDS

Online courses are made available via various online platforms. Depending on the course platform, grades may be issued as follows:

- Accelerate Education Courses: Each course part equals one marking period. The annual report card will reflect each marking period grade, plus a final grade based on the average of all four parts. Courses range

from one part up to four parts depending on their credit value. For example, a one credit online course would consist of four parts.

- Report card grades will be determined by the marking periods established by the School District. Any assignments not completed for a marking period will be counted as zeros for that marking period's final grade.
- eDynamics Courses: Each course will only be issued a final semester grade. The annual report card will reflect the final course grade each semester.

DROPPING A COURSE

Students have ten (10) calendar days to withdraw from a course after the first day of class without penalty. Students who withdraw from a course after ten (10) days, will receive the grade they have earned with zeros given to any uncompleted assignments. No credit will be given for that course.

ASSESSMENTS

MANDATED TESTING AND REMEDIATION

Students will communicate with their principal regarding the specific dates and times they are required to be present at their assigned school building to take mandated state assessments. All public-school students are required to participate in state testing. Raider Academy students who do not participate in state testing are subject to dismissal from the program.

PROCTORED EXAMS

Students enrolled in the full-time online learning model may be required to take occasional proctored exams each school year at their assigned school building. The student will work with the principal to arrange the time and location of such exams.

ADVANCED PLACEMENT EXAMS

Students wishing to take AP exams must work with the school counselor to determine date, time, and location. It is recommended that students initiate this communication beginning in January. The cost of AP exams is the responsibility of the student.

SAT

Students wishing to take P/SAT or ACT exams must contact their school counselor to determine date, time, and location.

GRADUATION REQUIREMENTS

CREDIT REQUIREMENTS

Students in grades nine through twelve will be classified by grade based on the number of credits they have earned. Students will work with the High School counselors to ensure proper placement and credit fulfillment in order to meet Middletown Area School District's graduation requirements. Graduates of Middletown Area High School shall demonstrate achievement through the satisfactory completion of a minimum of 22.25 credits.

PRIDE FOR LIFE GRADUATION PROJECT

The graduation project is a comprehensive, multidisciplinary program designed to help students prepare for life after graduation. Through active research, decision-making, goal setting and reflection, students will create a personal blueprint for the future.

Students will be guided by counselors, advisors and teachers through the process of investigating various career fields and related training necessary to achieve those careers. All graduating seniors must complete all items in their career portfolio, including a written Career Action Plan and presentation in order to be considered a candidate for graduation.

DEMONSTRATION OF PROFICIENCY

In order to graduate, students must demonstrate proficiency through either the state assessments and passing grade on remedial coursework. Students who do not score proficient on state assessments must participate in remedial coursework as determined by the School District. Remedial coursework will not be determined and/or assigned until results of state assessments are received.

ATHLETIC & CLUB ELIGIBILITY

Students wishing to participate in the Middletown Area School District's athletic program or clubs will need to express interest to their mentor. The principal in turn will give the student the appropriate details of the program or club including academic restrictions. The Middletown Area School District has the authority to enforce academic probation on any student that is participating in a program or club. Principals will work with students, parents, coaches, and administrators to assist students who are in danger of academic probation.

FIELD TRIPS & SOCIAL ACTIVITIES

Raider Academy students are encouraged to participate in school-sponsored activities. Students must comply with all School District policies and not be on disciplinary action. Students wishing to attend field trips or social activities must first notify their principals and make proper arrangements with the School District. Once permission is granted and arrangements are made, students will then notify their online teachers of their excused absence. Students are responsible for completing missed work during the field trip or social activity.

Students also should be aware that when they attend a school related function they are representing their School District and community. They should conduct themselves in an appropriate manner at all times, as their conduct is a direct reflection on themselves, their families, and their school. Full-time online learning students are not permitted to drive to a school sponsored off-campus activity.

DRESS CODE

Full-time online learning students enrolled in Raider Academy are students of the Middletown Area School District and, therefore, must comply with the school dress code when attending events. The MASD Dress Code can be found on the [For Parents](#) page

COURSE LISTINGS

ACCELERATE EDUCATION K-5 COURSES

Language Arts

Language Arts K
Language Arts 1
Language Arts 2
Language Arts 3
Language Arts 4
Language Arts 5

Mathematics

Math K
Math 1
Math 2
Math 3
Math 4
Math 5

Science

Science K
Science 1
Science 2
Science 3
Science 4
Science 5

Social Studies

Social Studies K
Social Studies 1
Social Studies 2
Social Studies 3
Social Studies 4
Social Studies 5

Health & PE

Health K-1
Health 2-3
Health 4-5
Physical Education K-1
Physical Education 2-3
Physical Education 4-5

Art

Art Level 1
Art Level 2
Art Level 3
Art Level 4
Arts and Crafts K
Arts and Crafts 1
Arts and Crafts 2

ACCELERATE EDUCATION MIDDLE SCHOOL COURSES

Language Arts

Language Arts 6

Language Arts 7

Language Arts 8

Mathematics

Math 6

Math 7

Math 8

Algebra 1

Algebra 1 will be assigned based upon math level and discussion with school counselor.

Science

Science 6

Science 7

Science 8

Social Studies

Social Studies 6

Social Studies 7

Social Studies 8

Health & Physical Education

Health

Physical Education

Electives

Students do NOT self-select elective courses. Electives are scheduled based on semester rotation.

Art Appreciation

Career Planning

Character Education

Music Appreciation

ACCELERATE EDUCATION HIGH SCHOOL COURSES

Language Arts

Language Arts 9 (CR, Adaptive CR)

Language Arts 10 (CR, Adaptive CR)

Language Arts 11 (CR, Adaptive CR)

Language Arts 12 (CR, Adaptive CR)

Mathematics

Algebra 1 (CR, Adaptive CR)

Algebra 2 (CR, Adaptive CR)

AP Calculus

Consumer Math (CR, Adaptive CR)

Geometry (CR, Adaptive CR)

Integrated Math 1 (CR, Adaptive CR)

Integrated Math 2 (CR, Adaptive CR)
Integrated Math 3 (CR, Adaptive CR)
Pre-Algebra (CR)
Pre-Calculus (CR)

Science

Anatomy & Physiology
Biology (CR, Adaptive CR)
Chemistry (CR, Adaptive CR)
Earth Science (CR, Adaptive CR)
Marine Science (Part 1 & 2) (CR)
Physical Science (CR, Adaptive CR)
Physics (CR, Adaptive CR)
Renewable Energy (Part 1 & 2) (CR)
Space Exploration (CR)

Social Studies

American Government (CR, Adaptive CR)
American History (CR, Adaptive CR)
Civics (CR, Adaptive CR)
Economics (Part 1 & 2) (CR, Adaptive CR)
World Geography (CR, Adaptive CR)
World History (CR, Adaptive CR)

World Language

Spanish 1 (CR)
Spanish 2 (CR)
Spanish 3 (CR)
French 1 (CR)
French 2 (CR)
French 3 (CR)
German 1 (CR)
German 2 (CR)

Electives

Aeronautics and Space Travel (Semester)
Art Appreciation (CR) (Part 1 & 2)
Art History (CR) (Part 1 & 2)
Basic Drawing (Part 1 & 2)
Basic Web Design (Part 1 & 2)
Character Education (CR) (Part 1 & 2)
Child Development (CR) (Semester)
Cybersecurity (Semester)
Drones: Remote Pilot (Semester)Entrepreneurship and Small Business (Semester)
Graphic Design (Part 1 & 2)
History of Gaming and eSports (Semester)
Internet Safety & Orientation to Buzz (Semester)
Music Appreciation (Part 1 & 2)
Psychology (CR) (Part 1,2,3,4)
Smart Cities: Technology and Applications (Semester)
Sociology (CR) (Part 1 & 2)
Study Skills and Strategies (CR) (Part 1 & 2)
Theater Studies (CR) (Part 1 & 2)
Transportation Technologies (Semester)
Wearable Technology Innovations (Semester)

Career Electives

Accounting (Part 1 & 2)
Arts Careers (Semester)
Business Law (Part 1 & 2)
Career Exploration in Healthcare (Semester)
Career Exploration in Finance (Semester)
Career Exploration in Dentistry (Semester)
Career Planning (Part 1 & 2)
Construction: Fundamentals and Careers (Semester)
Film and Television (Semester)
Financial Literacy (Part 1 & 2)
Health Careers (Semester)
Intro to Business (Part 1 & 2)
Intro to Education and Teaching (Semester)
Intro to Nursing (Part A & B) (Semester)
Journalism (Semester)
Media & Communication (CR) (Part 1 & 2)
Medicine (Part 1 & 2)
Robotics: Applications and Careers (Semester)

Health & Physical Education

First Aid & Safety (Semester)
Health (CR) (Part 1,2,3,4)
Individual & Team Sports (Semester)
Nutrition (Semester)
Personal Fitness (Semester)
Physical Education (CR) (Part 1,2,3,4)

eDynamics High School Courses **(All courses are semester courses)**

Electives

Advertising and Sales Promotion
Agriscience (Part 1 & 2)
Allied Health Assistant (Part A & B)
Animation (Part A & B)
Applied Engineering (Part A & B)
Biotechnology (Part A & B)
Business Communications (Part A & B)
Business Information Management (Part A & B)
Business Ownership
Careers in Criminal Justice (Part A & B)
Cosmetology 1-3 (Part A & B)
Criminology: Inside the Criminal Mind
Culinary Arts 1-2 (Part A & B)
Dental Assistant (Part A & B)
Digital Design (Part A & B)
Digital Media Web Design (Part A & B)
Digital Photography 1-2 (Part A & B)
Early Childhood Education (Part A & B)
Emergency Medical Responder (Part A & B)
Fashion Design
Forensic Science (Part A & B)
Forensics (Part A & B)
Forestry and Natural Resources
Hospitality and Tourism (Part A & B)

Interior Design
International Business
Law and Order: Intro to Legal Studies
Life Skills: Navigating Adulthood
Management (Part A & B)
Manufacturing: Product Design and Innovation
Marketing Foundations (Part A & B)
Medical Assistant (Part A & B)
Military Careers
National Security
Network Security (Part A & B)
Personal and Family Finance
Pharmacology
Real World Parenting
Restaurant Management
Web Development (Part A & B)

Appendix A - Am I a Good Candidate for Online Learning?

To help you decide if you would be successful at online learning, please take this questionnaire and score it as directed at the end.

- | | | |
|---|------|-------|
| 1. I have conflicts with work, sports or other activities and my classes. | True | False |
| 2. I believe I am responsible for my own education. | True | False |
| 3. I think trying something new is exciting. | True | False |
| 4. I am self-motivated and self-disciplined. | True | False |
| 5. I am good at managing my time. | True | False |
| 6. I have convenient access to a computer with an Internet connection. | True | False |
| 7. I am comfortable with email and word processing programs. | True | False |
| 8. I believe I am good at reading and understand most of what I read. | True | False |
| 9. If I set a goal for myself, I usually achieve it. | True | False |
| 10. I am confident in my academic abilities. | True | False |
| 11. I do not give up easily, even when there are obstacles. | True | False |
| 12. I am comfortable expressing my thoughts and opinions in writing. | True | False |
| 13. I enjoy and am willing to work independently. | True | False |

After completing this questionnaire, count the number of times you selected “True” and the number of times you selected “False.”

- If you answered “True” to less than 10 of the above statements, online learning may not be for you at this time. Talk with your school counselor about alternatives and think about trying again next year.
- If you answered “True” to at least 10 of the above statements, online learning may be for you. Talk to your school counselor about courses you are interested in and the steps you need to take to start online learning.

Appendix B – Academic Integrity/Plagiarism

It is expected that all work submitted for the purpose of meeting online course requirements represents the original efforts of the individual student. This includes, but is not limited to, exams, homework, course assignments, and the original creation of essays, compositions, term papers, and scientific research. All work submitted by a student should be a true reflection of their own effort and ability. If such is not the case, then the student has demonstrated unacceptable academic behavior and is subject to disciplinary action. Administrators, faculty, advisors, students, and families are all important contributors to the upholding of academic integrity in the online learning community.

Plagiarism is defined as copying/stealing and passing off as one's own the ideas or words of another, using someone else's created product without crediting the source, or committing literary theft. Examples include the following:

- Turning in a paper retrieved from an Internet source as one's own
- Using another student's work in whole or part and handing it in as one's own
- Using information from an encyclopedia, book, textbook, website, database etc, without citing the source
- Using another person's idea, opinion, or theory without citing the source
- Using any facts, statistics, graphs, drawings, pictures, sounds or other pieces of information found from any source that is not common knowledge, without citing the source
- Using quotations of another person's actual spoken or written word without citing the source
- Paraphrasing (putting into your own words) another person's unique ideas, spoken or written, without citing the source

As the internet becomes increasingly more accessible and sophisticated, the incidents of plagiarism in submitted student papers and projects have increased. Many institutions of higher (post-high school) education penalize plagiarism with student expulsion. Therefore, in the interest of the student's future education, as well as the school's part in the personal development of students, Capital Area Online Learning Association will follow the policy on plagiarism as outlined below:

Plagiarism will result in a "zero" (no credit) on the assigned paper or project. Teachers will provide written documentation of the plagiarism and will use the following procedure:

1. Discussion with the student
2. Referral to the school principal or assistant principal
3. Call to parents by the principal or teacher
4. Principal's referral to co-curricular coaches/advisors and National Honor Society as applicable

When plagiarism is found to have taken place, the student must still meet the minimum requirement(s) of the course by rewriting the assignment according to teacher specifications. The student's grade on the rewritten assignment will be no higher than a "C." Failure to rewrite the assignment will result in an "F" for that assignment.

A second plagiarism offense will automatically result in an "F" for the current course (marking period).

I have read and understand the Academic Integrity/Plagiarism procedure and agree to abide by the rules.

Student Name

Student Signature

Date

Parent/Guardian Name

Parent/Guardian Signature

Date

Appendix C - Raider Academy Student Contract

Raider Academy is a means for MASD to provide an online learning experience that includes individual courses to expand student options and MASD curriculum offerings. Because of the uniqueness of Raider Academy, certain standards are expected of students enrolling in these courses. This contract makes both the student and the parent/guardian aware of the standards expected of students enrolling in such courses.

As a student taking a Raider Academy course, I am aware that:

1. Inappropriate use of the internet of any kind will not be tolerated.
2. Inappropriate language or messages will not be tolerated.
3. I will not use any other student's login or password.
4. The District has access to my technology through Raider Academy; therefore, anything I do in the course could be retrieved and printed by the advisor, teacher, administrator, or technology staff at any time.
5. Any prior attendance records follow me into Raider Academy.
6. Any assignments not completed by the end of the marking period will count as a zero for the marking period's final grade.
7. Failure to complete any state or district assessments during their assigned times will be cause dismissal from the program.
8. I should contact Tech Support for problems with equipment then notify my advisor.
9. Course procedures that must be followed are:
 - a. Students must communicate with their advisor and teacher on a regular basis.
 - b. Students must access the coursework at least every school day to remain on schedule.
 - c. Students should notify their online teacher and advisor with problems with courses and try to be as specific as possible when asking questions in emails.
 - d. Students must complete all lessons in order.
 - e. Students must not inappropriately use information within the course.
 - f. Students must maintain academic integrity.
10. I acknowledge that it is my responsibility to abide by the following governing documents:
 - a. School Board Policies, specifically Policy 815, *Acceptable Use of Internet, Computers and Network Resources*
 - b. The District Handbook & Student Code of Conduct
 - c. School-specific Student Handbooks

If a student does not or cannot abide by any of the above listed rules, Middletown Area School District will notify the student and their parent/ guardian of the infraction. In the event of severe misconduct, the student will be removed from the program.

I have read and understand this contract and the guidelines for online learning and agree to abide by the rules of this contract.

Student Name

Student Signature

Date

Parent/Guardian Name

Parent/Guardian Signature

Date

RAIDER ACADEMY

Online Solutions

SITUATION	MASD Tech Support Email: support@raiderweb.org	REQUEST TUTORING Send your teacher an email to request an appointment. If you need assistance on how to email your teacher, please contact Mr. Cook.	CONTACT Mr. Cook Telephone: (717)948-3333 ext. 8000 Email: kcook@raiderweb.org
Technical Assistance: Computer/iPad	X		
Student Attendance			X
Check on Student Progress			X
Accelerate Education Tutoring		X	

Raider Academy Student Information Sheet

First Point of Contact—For ANY Problems or Questions

Raider Academy Principal
Mr. Kevin Cook
kcook@raiderweb.org
717-948-3333 Extension 8000

Technical issues with coursework:

caola-support@caiu.org
717-732-8403

MASD Tech Support
support@raiderweb.org

Raider Academy Course Access:

<https://caola.caiu.org/login>

Guidance Counselors

MAHS Last Names A-GI

Mrs. Jennifer Stoe
jstoe@raiderweb.org

MAHS Last Names Gm-O

Mrs. Carole Fetterhoff
cfetterhoff@raiderweb.org

MAHS Last Names P-Z

Ms. Kaitlin Walsh
kwalsh@raiderweb.org

Grades 6-8 Blue Team

Mrs. Lynette Good
lgood@raiderweb.org

Grades 6-8 Gold Team

Ms. Kiersten Robinson
krobinson@raiderweb.org

Reid Elementary

Ms. Jamie Reed
jreed@raiderweb.org

Fink Elementary

Dr. Kim Guyer
kguyer@raiderweb.org

Kunkel Elementary

Ms. Anna Smith
asmith@raiderweb.org

Transcripts – HS Only

Ms. Katelynn Jerome
kjerome@raiderweb.org

High School Office

Mrs. Diane Hepner
dhepner@raiderweb.org
Mrs. Lisa Huber
lhuber@raiderweb.org

Middle School Office

Mrs. Juliana Barnes
jglasmirebarnes@raiderweb.org

Middle School Guidance Office

Mrs. Keim Cowan
kcowan@raiderweb.org

Elementary Schools Offices

Reid Office
Mrs. Sue Goss
sgoss@raiderweb.org

Fink Office
Mrs. Dana Handley
dhandley@raiderweb.org

Kunkel Office
Mrs. Kristen Rios
krios@raiderweb.org

VIDEO RESOURCES

[ACCELERATE EDUCATION ELEMENTARY INSTRUCTION VIDEO LINK](#)
for ALL students and parents from Kindergarten through grade 5

[ACCELERATE EDUCATION SECONDARY INSTRUCTION VIDEO LINK](#)
for ALL students and parents from grade 6 through grade 12

[ACCELERATE EDUCATION DOWNLOAD, MARK UP AND SUBMIT WORK INSTRUCTION VIDEO LINK](#)
for ALL students and parents from Kindergarten through grade 12

[ACCELERATE EDUCATION USING AUDIO RECORDINGS INSTRUCTION VIDEO LINK](#)
for ALL students and parents from Kindergarten through grade 12

[ACCELERATE EDUCATION USING GOOGLE DRIVE INSTRUCTION VIDEO LINK](#)
for ALL students and parents from Kindergarten through grade 12

[ACCELERATE EDUCATION PARENT NAVIGATION GUIDE](#)

[ACCELERATE EDUCATION PARENT INSTRUCTION VIDEO](#)