



WELCOME TO
CHANDLER ONLINE
ACADEMY

2023-2024

Who Do you Contact?

Problem with class content?

Teacher- number and email provided in the Welcome Folder of the class.
use the email provided in the Welcome folder. Do not use the 'gse.cusd80.com' for teachers

- **Main School Line**- (480)812-6350
- **Mr. Pack- Director**
pack.jarrett@cusd80.com
- **Mrs. Reed- Assistant Principal**
reed.julia@cusd80.com
- **Mrs. Neil- Office Manager**
neil.erin@cusd80.com
- **Ms. McCarthy-Counselor (A-G)**
(480)812-6390
mccarthy.karen@cusd80.com
- **Ms. Davis - Counselor (H-N)**
(480)812-6385
davis.heather@cusd80.com
- **Mrs. Gleason - Counselor (O-Z)**
(480)812-6356
gleason.denae@cusd80.com
- **Ms. Clark (A-D)-Student Success Mentor**
(480)812-6362
clark.Andelyn@cusd80.com
- **Mrs. Ozawa (E-K)- Student Success Mentor**
(480)812-6315
Ozawa.leslee@cusd80.com
- **Ms. Hernandez (L-P)- Student Success Mentor**
(480)812-6314
hernandezsolis.elizabeth@cusd80.com
- **Mrs. Whiteneck (Q-Z)- Student Success Mentor**
(480)812-6354
Whiteneck.brenda@cusd80.com
- **Mrs. Best- Attendance Specialist**
(480)812-6353
best.pam@cusd80.com
- **Mrs. Ledesma-Registrar**
(480)812-6355
Ledesmafimbres.roxanna@cusd80.com

Notable Items for the 2023-2024 School Year



- 1) All seniors must take at least 4 courses when enrolled full time at COA
- 2) No Career and Technical Education courses available
- 3) Dual Enrollment not available
- 4) Students grades 7-9 will have a weekly meeting called ADVISORY where teachers will check in with students and deliver lessons that will help with their success online.
- 5) All COA graduates will receive a COA diploma. **If they have attended the traditional school during their junior or senior year they may choose to walk/participate in that ceremony, but the diploma will be from Chandler Online Academy.

The Log-In Adventure- LOGGING IN TO GSE (Google Student Email)/BUZZ

◦ First change your password for Microsoft All secondary Microsoft student passwords will be reset as follows:

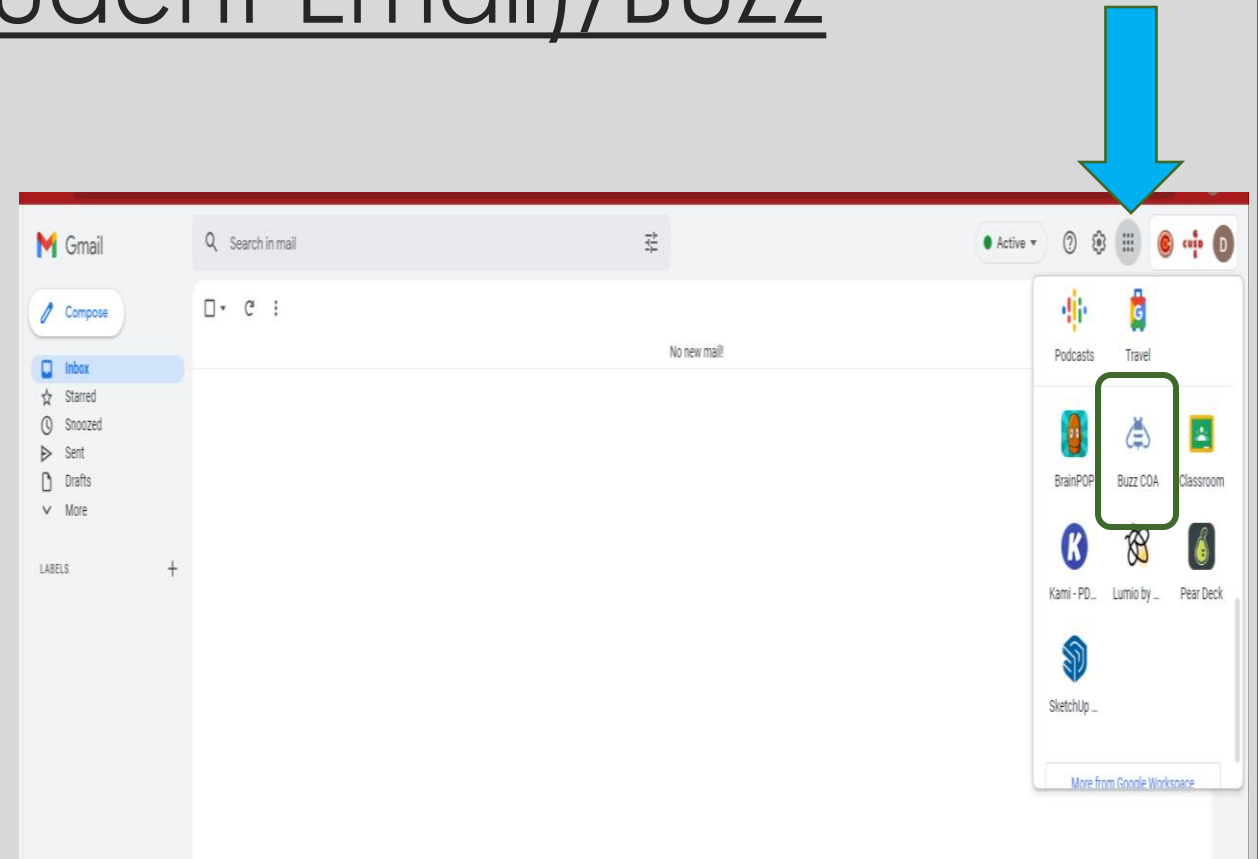
◦ **Grades 7-12 (and 6th grade at AJHS, ACPMS, and Basha Middle School) Pattern:** first initial + last initial + birthdate (MMDDYY format) **Example:** sophomore Ani Smith whose birthday is October 3, 2007 will have their password reset to **as100307**

Students can change their **Microsoft** password by either:

- logging on to a CUSD Windows device with their reset password, or
- logging in to the Microsoft portal (myaccount.microsoft.com) with their reset password on **any device at school or at home.**
 - Username for Microsoft is s+id@s.cusd80.com - example s123456@s.cusd80.com
 - All 7-12 students **must** change their Microsoft password before accessing Infinite Campus.

◦ You will log in to your GSE account after changing your Microsoft password. They will be the same password [Link to CUSD Google account](#): if you're already logged on to your Google account, just open one of your student Gmail (GSE) and go to the INBOX.

◦ You should see a Google apps icon in the upper-right corner of the screen that looks like the one with the **blue** arrow pointing to it in the picture to the right. (Some call it a waffle) When you click on that icon, a list of apps should appear, and if you scroll down, you should see an app whose name is **Buzz** followed by an abbreviation for your school (like the Buzz CUSD app circled in **green** in the picture to the right). Just click on this app to go directly to your Buzz login page, you will be logged in automatically to Buzz.



Logging In- The Adventure Continues

BUZZ Parent Portal

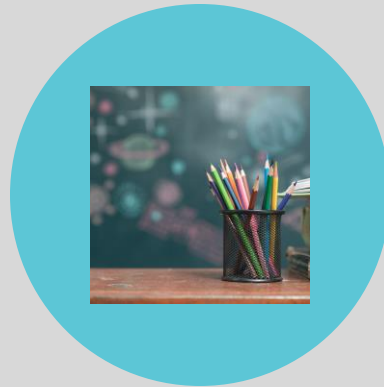
Link to BUZZ Parent Account	Link to the Parent BUZZ Mentor Account: https://cusd80guardians.agilixbuzz.com
Parent Username	email address in system
Parent Password	password you were sent in email
Need new password	If the password does not work, you will need to click 'forgot password' and then put in your personal email where a link to change your password will be sent.

Chandler Online Academy

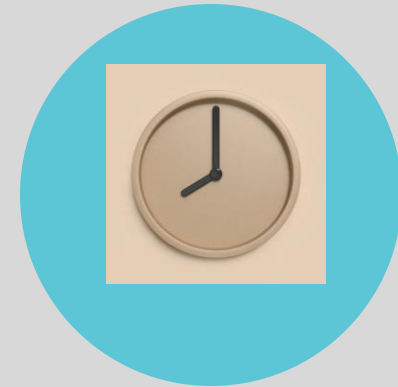
Keys to Success



SCHEDULE AT HOME



ACADEMIC
MOTIVATION



TIME AND RESOURCE
MANAGEMENT



NEW ADVISORY COURSE FOR 7TH-9TH GRADERS!

Advisory will be taken by all 7th, 8th and 9th graders.

The course will be taught LIVE every Wednesday from 10:00-10:30am

More details will follow.

We are excited to connect with your students this year!

Communication with Teachers

HOW CAN I CONTACT MY TEACHER?

- You may contact your teacher by emailing, calling or texting (in some cases).
- All teacher contact information will be in the 'Welcome Folder' of the class.
- This folder can be found by clicking on the box of the class on the home page and then scroll down past on the left-hand side-there you will see the folders for the class and the first folder will be the 'Welcome Folder'



WHEN IS ATTENDANCE DUE?

Attendance for the week is due every Sunday by 9pm.

WHAT TIME SHOULD I INCLUDE IN MY ATTENDANCE MINUTES?

Students should count both the time they are working on their computer in BUZZ and the time they spend offline (writing essays, reading a novel, studying, making a notecard etc.) as time for their attendance.

WHAT IF I DON'T ENTER MY ATTENDANCE?

If attendance is not entered for 14 days, the student's classes will be inactivated until the attendance is entered.

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WHERE DO I ENTER MY ATTENDANCE?

Each week it will be entered through the Student Infinite Campus Portal. A link to that portal can be found in a student's BUZZ account by clicking the menu on the upper left of the screen. Then, click on the word 'Attendance' and you will be taken.

HOW DO I SEE HOW MUCH TIME I HAVE SPENT ONLINE IN MY COURSES?

Students and parents may see when, how long and which lessons a student worked on each day by accessing the 'Activity' screen. This screen can be found by accessing the grades page with the list of assignments for a class (see instructions on how to get to your grades page). At the top of the screen, you will find the word 'Activity'.

AM I SPENDING ENOUGH TIME IN MY CLASSES?

If ALL assignments are turned in on time and the work is quality, then you know you are spending adequate time in your classes. Students average about 1 ½ to 2 hours per class per day. Electives are far less rigorous and may not require that amount of time.

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DO I HAVE TO ENTER MY ATTENDANCE ON WEEKENDS?

Yes, students would enter attendance for every day of the week. Working in your classes on the weekend is **not** a requirement, unless you are behind, so entering zeros for your time on weekends is acceptable.

DO I ENTER ZEROS FOR MY TIME SPENT IF I DON'T WORK ON A CLASS FOR A DAY?

Yes, enter zeros if you don't work on a class for a day. You should be logging in and working every day, but if you are ahead or caught up and choose not to work for a day that is acceptable.

WHAT IF I AM HAVING TROUBLE WITH MY ATTENDANCE?

If there are attendance recording issues a student should contact:
Mrs. Best at
best.pam@cusd80.com

The BUZZ Calendar

WHAT FEATURES OF THE PROGRAM CAN HELP ME GET ORGANIZED?

One of the best features for getting organized is the 'Calendar' which can be found by clicking on the menu next to the word 'Home' on the top left side of the screen.

This calendar will display each assignment that is due each day.

Each dot represents an assignment due. Assignments are listed to the right of the calendar. These are active links and if you click on the assignment, you will be taken directly to the activity you need to complete.

You will have no new assignments assigned on any day that CUSD has a school holiday.

The classes will still be available to work on, but if you are caught up or ahead, you will not need to work on those days.





ALL FINALS WILL BE IN PERSON AT ONE OF THE TESTING LABS



Students may take finals any time after being in the course for six weeks. This year that date is September 1st



Students **must pass the final exam** with a 60% or higher to pass the course,



Students will have three total attempts to pass the final, The original attempt and then up to two retake attempts. **All attempts must be made on or before the due date for the course.**



You do not have to wait to take a final exam! When you finish the course, take the exam. You do not want to forget the material.



You may use a 3x5 inch handwritten notecard with information on both sides that you may need for the final exam. One card for each course.

FINAL EXAMS

More on Final Exams

Will students be given any help studying for the final? Yes, students will have a study guide that the teacher will provide. These are generally found in the Welcome Folder of each course.

How do I schedule a final? Students will schedule their finals through a link in their course. They will submit the "Final Exam Clearance" assignment and when the teachers grade that with 100% they will be given access to a link to schedule that final.

Are the finals timed? No, students will have from the time the lab opens until the lab closes to finish the final. If you want as much time as possible, schedule only one final per day and come when the lab opens. The labs open at 2:30pm and closes at 6:30pm each day. COA testing lab will be open 8:30-4:00pm

Can I retake a final if I want a better grade? Yes, students may retake a final for a better grade. The highest grade of the attempts will be the grade the student earns for the final exam grade.

How do I schedule a retake? Students would use the same link in their course that they scheduled the original attempt with.

If a student has an IEP or 504 will their accommodations be available for finals? Yes, all students will have all applicable accommodations available.

AASA (7th and 8th graders):

April 2023

AzSCI (8th and 11th graders):

March 2023

ACT Aspire (9th graders):

April 2023

ACT Test (11th graders):

April 2023

State Testing 2023-2024

exact dates will be available soon

***All State Testing
is MANDATORY-
students who do
not attend will
have enrollment
with COA***

Dates to Remember:

1st semester

July 20th and 21st (virtually): Meet the Teacher

August 7th-11th: Club Rush Week (join a club to connect with other students!)

August 17th: at COA Building Back to School Night!

4:00-5:30pm- Elementary- K-6

6:00-7:30pm- Secondary-7th-12th

August 26th: Pool Party! Folley Pool 5:30-7:30pm

December 15th: Course end date for all students. Finals and all retake attempts must be completed by this date

2nd semester

- **January 9th:** First day of second semester
- **March/April:** State Testing for 7th-12th graders (exact dates to be determined)
- **May 3rd:** Course End date for all seniors. Finals and all retakes must be completed by this date
- **May 17th:** Course end date for 7th-11th graders. Finals and all retakes must be completed by this date
- **May 21st:** Graduation at the Chandler Center for the Arts