

# **ADCA Charter Academy**

**Student & Parent Handbook 2026–2027 School Year**

## **WELCOME MESSAGE**

Dear Students and Families,

Welcome to ADCA Charter Academy!

We are honored that you have chosen to become a part of our educational community. At ADCA Charter Academy, we are committed to providing a safe, engaging, academically rigorous, and student-centered learning environment where every student is empowered to succeed.

Our mission is to develop leaders, inspire excellence, and prepare students academically, socially, emotionally, and professionally for the future. We believe every student possesses unique gifts, talents, and potential that can be cultivated through education, discipline, leadership, and opportunity.

This handbook has been designed to provide students and parents with important information regarding school expectations, academic policies, procedures, student conduct, technology guidelines, attendance requirements, and student services.

We encourage all students and parents to review this handbook carefully and refer to it throughout the school year.

Together, we will build a culture of excellence, integrity, leadership, and achievement.

Thank you for choosing ADCA Charter Academy.

Sincerely,

Dr. Mughid Carroll, PhD  
Founder & CEO

# **SCHOOL INFORMATION**

## **ADCA Charter Academy**

Opening 2026–2027 School Year

Phone: 1-888-805-9954 Website: [www.adcaacademy.org](http://www.adcaacademy.org)

## **MISSION STATEMENT**

To empower students through academic excellence, leadership development, innovation, and character education while preparing them for college, careers, and lifelong success.

## **VISION STATEMENT**

To become a premier educational institution that transforms lives through excellence in virtual and blended learning while cultivating future leaders prepared to impact their communities and the world.

## **CORE VALUES**

- Excellence
- Integrity
- Leadership
- Respect
- Innovation
- Accountability
- Diversity
- Collaboration

## **NON-DISCRIMINATION POLICY**

ADCA Charter Academy does not discriminate on the basis of race, color, national origin, sex, disability, religion, or age in its educational programs, activities, admissions, or employment practices.

# **SCHOOL HOURS**

## **Virtual Learning Schedule**

Monday – Friday

Elementary School: 8:00 AM – 2:30 PM

Middle School: 8:30 AM – 3:00 PM

High School: 9:00 AM – 3:30 PM

# **ATTENDANCE POLICY**

Students are expected to attend all scheduled classes daily and participate actively in all academic assignments and instructional activities.

Excessive absences, tardiness, or failure to log into virtual instruction may result in academic intervention and disciplinary action.

Excused absences include:

- Illness
- Medical appointments
- Family emergencies
- Religious observances
- Approved educational activities

Documentation may be required.

# STUDENT CODE OF CONDUCT

Students are expected to:

- Demonstrate respect toward staff, students, and school property
- Follow all classroom expectations
- Maintain academic honesty
- Use appropriate language and behavior
- Participate positively in virtual and in-person learning environments
- Follow technology and internet safety guidelines

Prohibited behaviors include:

- Bullying or harassment
- Fighting or threats
- Academic dishonesty
- Inappropriate online conduct
- Possession of prohibited items
- Disruptive behavior

Violations may result in disciplinary consequences.

## DRESS CODE

Students are expected to maintain neat, clean, and appropriate attire suitable for an academic environment. School uniforms for all grade levels

Prohibited attire includes:

- Clothing with inappropriate language or graphics
- Excessively revealing clothing
- Gang-related apparel
- Clothing promoting violence, drugs, alcohol, or tobacco

Students participating in virtual instruction should appear appropriately dressed during live sessions.

# **TECHNOLOGY ACCEPTABLE USE POLICY**

Students are responsible for appropriate use of school-issued technology, internet access, educational platforms, and communication systems.

Students may not:

- Access inappropriate content
- Share passwords
- Cyberbully others
- Damage school technology
- Record classes without permission

Violations may result in loss of technology privileges or disciplinary action.

## **GRADING SCALE**

A = 90–100

B = 80–89

C = 70–79

D = 60–69

F = Below 60

## **ATHLETICS & STUDENT ACTIVITIES**

Students are encouraged to participate in athletics, leadership organizations, clubs, and extracurricular activities to promote teamwork, confidence, and school engagement.

Participation requires academic eligibility and good conduct standing.

# STUDENT SUPPORT SERVICES

Support services may include:

- Academic counseling
- College & career readiness
- Special education services
- ESL support
- Social-emotional support
- Academic intervention programs

# PARENT & FAMILY ENGAGEMENT

Parents and guardians are valued partners in the educational process. Families are encouraged to:

- Monitor student progress
- Attend school meetings
- Maintain communication with staff
- Support student learning at home

# HANDBOOK ACKNOWLEDGEMENT FORM

We acknowledge receipt of the ADCA Virtual Charter Academy Student & Parent Handbook and understand that students and parents are responsible for complying with school policies and procedures.

Student Name: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

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

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

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_