

Summer School

Elementary Program

At the elementary level, the district may offer instruction in any branches of study authorized and prescribed for elementary schools. (Education Code 51730)

(cf. 6143 - Courses of Study)

When more than 10 percent of district students in grades 1-3 are reading below grade level, the district may offer a special back-to-basics summer school program designed to increase students' ability to read English. This program shall offer direct reading instruction based on phonics and phonemic awareness and/or other state-approved instructional methodologies. To be eligible to participate, a student must have a test score that places him/her at one or more grade levels below the grade level he/she will be leaving at the end of the school year. (Education Code 54036)

(cf. 6146.5 - Elementary School Promotion/Standards of Proficiency)

Secondary Program

At the secondary level, the district shall offer summer instructional programs for:

1. High school seniors who need courses for graduation prior to September (Education Code 41976.5)
2. Students enrolled in grades 7-12 who were assessed as not meeting the district's adopted standards of proficiency in basic skills, including students who were seniors during the prior school year (Education Code 37252)

For the purposes of these programs, a student shall be considered to be enrolled in a grade immediately upon completion of the preceding grade. (Education Code 37252)

Upon completing the summer program, students who were seniors during the prior school year may be reassessed for their ability to meet the district's standards of proficiency. (Education Code 37252)

(cf. 6011 - Academic Standards)

(cf. 6146.1 - High School Graduation Requirements/Standards of Proficiency)

Secondary classes also may be offered in mathematics, science, English, social sciences, foreign language, physical education, visual and performing arts, applied arts, vocational-technical education, driver education and other studies that have been prescribed by the Governing Board. (Education Code 37253, 51220; 5 CCR 11472)

(cf. 6143 - Courses of Study)

Original Credit Courses

Students enrolled in grades 9-12 may take only one Original Credit Summer School Class from each of the Core Curriculum Subject Areas (Math, English-Language Arts, History-Social Science, and Science) during his/her four-year high school career. (Education Code 37253)

(cf. 6143 Courses of Study)

Original Credit Exception Policy

A second year course from the same Core Curriculum Subject Area may be taken if the student has an impacted schedule as recommended by his/her counselor and approved by the regular site principal. (Original Credit Summer School may not be used to reduce the students schedule to 5 periods nor is it intended to allow students to become an office or classroom aide). (Education Code 37253, 51220; 5 CCR 11472)

(cf. 6143 Courses of Study)

Special Education

Extended-year special education and related services shall be provided for substantially disabled students between the close of one academic year and the beginning of the succeeding academic year when so specified in the student's individualized education program (IEP). Eligible students shall be those for whom the IEP team determines that interruption of the student's educational program may cause regression, making it impossible or unlikely that the student will attain the level of self-sufficiency and independence otherwise expected. (Education Code 41976.5; 5 CCR 3043)

The services provided during the extended-year program shall be comparable in standards, scope and quality to the special education program offered during the regular school year. (5 CCR 3043)

(cf. 6159 - Individualized Education Program)

(cf. 6164.4 - Identification of Individuals for Special Education)

Title I (Compensatory Education Students)

1. Elementary and Secondary Schools may offer a summer program for eligible Title I students to address the needs of that specific population.

Federal/state funds may be used only to provide instruction that supplements what other summer school students receive and may not be used solely for the purpose of meeting state legislated mandates.

2. Services provided from this funding source shall not supplant existing programs and/or available classroom space relating to traditional summer school/intersession.

3. Compensatory education students, however, must have equal opportunity and access to the regular summer school through the process established by the district for the selection of the students.

Migrant Education

The district offers traditional summer programs and intersession programs for migrant students within the district provided through a service agreement through Fresno County Office of Education.

Community Education

The district offers fee-based programs in enrichment and recreational classes through the Office of Community Education.

1. These programs are not part of the state-supported summer school programs in core or basic skill assistance.
2. Summer school programs under community education must comply with the current Board regulations.

ENROLLMENT

Notification of Students

All students needing basic skill assistance courses shall be notified by the third week of May prior to summer school.

1. District students shall have first priority for enrollment in summer school courses.
2. To the extent that space is available after district students have enrolled, remaining openings in summer high school classes for core academic subjects shall be open to private school students.
3. A summer school flyer will be distributed to all schools that explains courses available in both core and proficiency instruction along with site location and beginning and ending times. This flyer will be distributed by the third week in May prior to summer school.

Suspension, Expulsion/Due Process

Students attending traditional summer school programs, intersession programs, or extended-day programs authorized by the Board must follow a standard of behavior that maintains an environment which promotes learning and protects the health, safety, and welfare of all students. Suspension or expulsion of a student from these programs may be required to maintain this environment. (Education Code 48900)

1. Suspension: means removal of a student from ongoing instruction for adjustment purposes. (Education Code 48925) All policies and Administrative Regulations regarding suspension shall apply to the summer school session.

(cf. 5144 - Discipline)

2. Expulsion: means removal of a student from the immediate supervision and control, or the general supervision of school personnel. (Education Code 48925) All policies and Administrative Regulations regarding expulsion shall apply to the summer school session

(cf. 5144 - Discipline)

3. Due Process: The district shall provide for the fair treatment of students facing suspension and expulsion by affording them their due process rights under the law. The administration and staff shall comply with procedures for notices and appeals as specific in Board Policy 5144.

(cf. 5144 - Discipline)

4. Notice of Regulations: At the beginning of each summer school session, the principal of each school shall ensure that all students and parents/guardians are notified in writing of all school rules related to discipline, suspension, and expulsion. (Education Code 35291.5)

a. Notification shall include information about the ongoing availability of individual school rules and all district policies and regulations pertaining to student discipline. (Education Code 35291)

b. Grounds for Suspension and Expulsion: Students may be subject to suspension or expulsion for committing any of the acts listed in Education Code 48900 (a-m).

5. Summer School contract for Secondary Summer School: The Summer School Principal will provide a contract that must be signed by the student and parents/guardians prior to attending summer school. The form will be kept on file and will include the following:

a. As a student of summer school, I understand the following rules. A violation of any of the following may result in being dropped from classes with the resulting loss of credit and grades.

(1) I must maintain a 90% attendance rate or better with no suspensions to receive credit/grade.

(2) I cannot be involved in any type of activity that would normally result in a suspension (i.e., smoking, fighting, profanity, and other activities in Education Code 48900 (a-m)).

(3) Excessive tardiness is not acceptable. (two tardies equal one absence).

(4) I will participate in classroom activities and complete classroom assignments.

(5) I will abide by district and school of attendance dress code.

(6) I will be responsible for lost or damaged books or materials.

Summer School Graduation

1. Participants

Those students in the 12th grade who have completed all graduation requirements during summer school will have the opportunity to be honored in a ceremony at the conclusion of summer school.

2. Location

An appropriate site will be located for this event that is conducive for this type of ceremony and able to house graduate, parents/guardians, and school staff.

Transportation

1. The Transportation Department will be notified by March 30 prior to summer school of all summer school programs needing transportation.
2. Summer school and intersession notices will contain applicable transportation information in the summer school/intersession brochure.
3. Students, parents/guardians, and site administrators will receive specific bus schedules within 10 days prior to the start of the program.
4. Transportation shall be provided for elementary students, if possible.

Locations

1. Summer school locations will be identified by the summer school/intersession administrator and approved by the Superintendents Cabinet.
2. Locations will be reviewed on an annual basis to assure equal access and to attempt to use all appropriate sites on an equitable basis.
3. Special education programs will be located in accordance with the program and/or facility needs.

Staffing

1. Administration: All summer school principals shall be selected through a competitive process and be notified of openings by the fourth week of February of each year. The selection process of principal shall be reviewed annually to assure equitableness.
 - a. Elementary school sites shall include one principal.
 - b. Middle school sites shall include one principal.
 - c. High school sites shall include one principal and one vice principal.
2. Support Staff: All summer school sites shall have a minimum of one campus supervisor for every 1,000 students.

3. Clerical: One office secretary shall be hired for each elementary and middle school site and two secretaries for each high school site.

4. Custodial: A minimum of three hours daily of additional custodial help will be given to all elementary and middle school sites and six hours to high school summer school sites.

5. Teachers: All classes must be taught by teachers appropriately credentialed for subjects and grade levels to which they are assigned. (Education Code 44830, 44831)

Grading and Course Credit

1. Elementary summer school and intersession will use a progress report form that records student effort and not a standard grading system.

2. Middle school and high school summer schools shall use the same grading system as regular schools. Courses taught during the regular term, as well as the summer school, shall be of the same level of difficulty.

(cf. 5121 - Examination and Grading)

3. Course Credits

a. Districts serving secondary students for course credit should maintain a summer school session of at least 240 minutes per day.

b. A review course which carries five semester credits must be offered for a minimum of 60 clock hours; an original credit class which carries five semester credits must be offered for a minimum of 75 clock hours. All clock hours are exclusive of break and passing time.

c. Secondary summer school students not in attendance for more than three days shall be dropped with no credit/grade.

Travel and Fees

1. Tuition for Summer School

a. Tuition charges and fees are prohibited under 5 CCR 350.

b. The district will not charge fees to any student who attends traditional summer school and intersession supported by state funding for proficiency assistance and core academic instructions.

2. Travel

a. Districts are limited to such travel as is specifically authorized in the Education Code.

b. Field trip and travel under summer school supported programs shall be limited to budget allocations.

Attendance Reporting

The summer school student is expected to attend no less than 90% of the scheduled summer session hours. Days missed due to late registration will be counted as days absent. After the third day of summer school, no high school student will be registered. Attendance in summer school shall be reported separately from other attendance. The following guidelines have been established for reporting summer school students hours or minutes for the purpose of state reimbursement.

1. Site administrators for summer school programs and intersession programs are responsible for accounting of student attendance at their particular site. Students not meeting the required attendance shall be dropped with no credit or grade.
2. Attendance registrars, computerized reporting data, or other approved accounting systems shall be verified and signed by program/site administrator.
3. The coordinator of summer school shall provide attendance summary forms to each summer school program administrator and coordinator.
4. The coordinator of the summer programs shall complete the attendance summary forms with signature of verification and return to the designated summer school office with copies of the attendance record at the conclusion of the summer school program.
5. The coordinator of summer school/intersession shall summarize and report attendance hours in appropriate categories as it refers to core, proficiency assistance, and repeat courses to the Fiscal Services Department.
6. The Fiscal Services Department shall review the summary attendance report for accuracy and signatures and report attendance in appropriate categories in P1, P2, and annual report.
7. The Fiscal Services Department shall provide projected revenue information based on attendance report to the summer school/intersession office.

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