



**Cedar Hill ISD
Summer School
Committee Members
2009-2010**

Dr. Homer Carter
Chief Academic Officer
Committee Chair

Tammy Mariani
CHHS principal

Patrick Nash
CHHS Assistant Principal

Sylvia Lewis
Highlands Elementary
Principal

Deborah Owens-Pinckney
West Intermediate
Principal

Michael Timms
Bessie Coleman Middle
School Principal

Dr. Karen Crow
High Pointe Elementary
Principal

Dr. Denise Roache-Davis
Permenter Middle School
Principal

Dr. Dawn Brown
Beltline Intermediate
Principal

Anika Perkins
Director of
Curriculum and Instruction



Summer School Framework

I. Grades K-8 Summer School

Highlands Elementary-Grades K-4

Course Work: K-2-(Reading), 3-4 (Reading and Math) and ESL/BE

Beltline Intermediate-Grades 5-6

Course Work: Grades 5-6-Math and Reading

Permenter Middle School-Grades 5-8

Course Work: Grades 5-8- Math and Reading

Student Eligibility:

Grades K-2- Two or more grade levels below on the Reading ITBS

Grades 3-4- Failed TAKS Reading and/or Math test

ESL/BE- Only for LEP students entering kindergarten or 1st grade this coming fall

Grades 5-8-Failed TAKS Reading and/or Math test or failed ELA and/or Math class

*Please note-Students who failed TAKS Reading and/or Math in grades 5 and 8 are required to attend summer school per state legislation.

II. Grades 9-12 Summer School

Cedar Hill High School-Grades 9-12

Regular Coursework in:

English I-III
Algebra I
Algebra II
Geometry
Math Models

U.S. History
World Geography
World History
Biology
Physics
Chemistry

Credit Acceleration in:

Health
Government

Communication Applications
Economics

TAKS EXIT Academy:

Math
Reading

Science
Social Studies

Dual Credit:

- Students will be registered in the spring for summer coursework in **Government and Economics**. No Tuition. **Students are responsible for textbooks.** Registration is through Cedar Valley.

Student Eligibility:

- **TAKS Exit Academy**- Students who have not met standards on the Exit Level Math, Science, Social Studies, or ELA TAKS
- **Credit Recovery**-Seniors and juniors who need to recover credits in core classes

- **Initial Credit:** Students who desire to accelerate credit acquisition
- **Basic Summer Program:** Students who need to retake a course

III. Enrichment Summer Program

Cedar Hill ISD will provide learners in grades 1-2 the opportunity to attend a five week science and art camp this summer. The students will extend their knowledge in science and art field explorations and hands-on inquiry activities. The enrichment program will be held June 9, 2010 through July 14, 2010 at Highlands Elementary. The projected cost is \$50 per student.

IV. Collegiate High School Summer Program

All returning students we be attending summer classes at Cedar Valley College. Students in the 11th grade will participate in a two-day bridge program and tentatively take Biology, Government and Economics. Students in the 10th grade will tentatively take Speech, PE, Art and Biology. In coming 9th grade students will participate in the Collegiate High School Success Transition Program. The Collegiate High School Summer Program will last from June 7th-June 25th.

V. Registration

Registration for Courses for Students in Grades K-8

Students can pre-register for summer school sessions by filling out the registration form provided by their campus and return it to their counselor by May 21, 2010.

Registration for Courses for Students in Grades 9-12

Students who do not pre-register can enroll on Wednesday, June 9th at 7:30 a.m. Students who register on June 9th will be charged a \$25.00 non-refundable late fee. After Wednesday, June 9th at 10:30 am no one will be permitted to register. **All students who register on June 9th will miss part of their instructional time and will be counted as absent. Pre-registration is encouraged. No refunds will be provided after the June 9th registration.**

VI. Tuition

Tuition Grades K-8

- No tuition will be charged for students in grades K-8. Students will be selected and invited to attend summer school. Intervention for these grades is funded by the Student Success Initiative and State Stabilization Grant.

Tuition Grades 9-12

- Tuition rate is \$175 per session for the basic, initial credit, and credit recovery summer school. All registration should be done through Cedar Hill High School, by cash or money order. **No personal checks accepted.** Money orders will be made payable to Cedar Hill ISD. Payments must be made at the time of registration. Refund checks will be issued within 60 days.

There is no tuition charge for students who enroll in the TAKS EXIT Academy.

VII. Transportation

Transportation to summer school locations is provided from each CHISD elementary and intermediate campuses. A sign will mark the pick-up location at all of these schools. In order to participate in this free service, students must be on time and exhibit proper behavior on the bus and while waiting for the bus.

Elementary Grades (K-4)

Pick-up (6:45 am) and drop-off (1:00 pm) locations

Bray

Lake Ridge

Plummer

High Pointe

Waterford Oaks

*ESL/BE program drop-off (3:00 pm)

Intermediate (Grades 5-6)

Pick-up (6:45 am) and drop-off (1:30 pm) locations

Bray

Lake Ridge

Plummer

High Pointe

Waterford Oaks

Highlands

Middle (Grades 7-8)

Pick-up (6:45 am) and drop-off (1:30 pm) locations

West

Beltline

Joe Wilson

High School (Grades 9-12)

Pick-up (6:45 am) and drop-off (3:00 pm) locations

Joe Wilson Int.

Beltline Int.

West Int.

Times are approximate.

VIII. Grading/Testing/Attendance

Teachers will assign a numerical grade for each course. The student's home campus will receive a copy of the grade and test scores.

Students in grades 5 and 8 who will need the 3rd administration of the TAKS Test will test June 29-30, 2010. TAKS EXIT level students will test July 13-16, 2010.

TAKS Testing Dates:

- Grades 5 and 8 Math: June 29, 2010
- Grades 5 and 8 Reading: June 30, 2010
- TAKS EXIT Level Retests: July 13-16, 2010
 - July 13- Exit Level ELA
 - July 14- Exit Level Mathematics
 - July 15- Exit Level Science
 - July 16- Exit Level Social Studies

Attendance

Grades K-12: Because of the amount of material and information to be covered in a short period of time, regular attendance is necessary. Students enrolled in classes for credit will not be allowed to miss more than 2 days without being dropped from the class, with no credit or refund given. Two tardies will constitute an absence. If a student is 30 minutes late to class, it will constitute an absence. The student will be dropped from summer school after the second absence, and no refund will be given.

IX. Rules/Procedures**Breakfast/Lunch**

Breakfast and lunch will be provided for students daily.

Discipline Policy

Cedar Hill Independent School District's rules and policies will be in effect. Any violation of rules will be reported to the administrator, and appropriate disciplinary action will be taken. Any removal from the classroom for failure to abide by school rules will count as an absence. Continued, inappropriate behavior or dress will result in dismissal from summer school with no credit or refund in tuition being given.

Conduct/Dress Code

Cedar Hill Independent School District's Standardized Dress Policy as outlined in the student handbook will be followed. The wearing of sunglasses, unless prescription will not be tolerated. Shirt tails must be tucked in. If a student is not in proper attire, the student will be sent home and considered absent for the day. Any questions regarding the dress code should be addressed to the summer school administrator.

Any removal from the classroom will constitute an absence and will apply to the limit of two absences for summer school. Food or drink is not permitted in the classroom. The use or possession of tobacco products is not permitted, and a citation will be issued. The use of controlled substances is illegal except as specified in the medical treatment of students.

Health Services

Cedar Hill ISD will notify parents or guardians in the event of an illness or injury. It will be the responsibility of the parent or guardian to make adequate provisions in these cases. All prescription drugs and any medication must be checked into the summer school

office. Students who do not turn in a completed emergency medical data form by the second day of class will not be allowed to continue summer school.

Orientation

Orientation will be held the first day of summer school.

Commencement

A commencement ceremony will be held at 7:00 p.m. on August 18, 2010 at Cedar Hill High School for seniors who have met graduation requirements. Rehearsal time for graduation will be announced.

CHISD –Summer School Program Overview for 2010

Grades	Location	Date	Time	Tuition	Transportation
K-4	Highlands Elementary	June 9 - July 14 M-Th	8:00 a.m. – 12:30 Staff: 7:30 – 1:00	No Tuition (Selection by Campus Decision)	Pick up provided at all elementary campuses
5-6	Beltline Intermediate	June 9 - July 14 M-Th	8:00 a.m. – 1:00 p.m. Staff: 7:30 - 1:30	No Tuition (Selection by Campus Decision)	Pick up provided at all elementary campuses
7 – 8	Permenter Middle School	June 9 - July 14 M-Th	8:00 a.m. – 1:00 p.m. Staff: 7:30 - 1:30	No Tuition (Selection by Campus Decision)	Pick up provided at all intermediate campuses
ESL/BIL - Only for LEP students entering kindergarten or 1 st grade this coming fall	Highlands Elementary	June 9 - July 14 M-Th	8:00 a.m. – 2:30 p.m. Staff: 7:30 - 3:00	No Tuition (Selection by Campus Decision)	Pick up provided at all elementary campuses
Special Education Extended School Year (Determined by ARD) PPCD/ Students ages 3-21	Elementary- Highlands Intermediate- Beltline MS/HS- Bessie Coleman	June 9 - July 14 M-Th	8:30 a.m. - 11:30 a.m. Staff: 8:00-12:00	No Tuition	ARD Committee Decision
Grades 9-12	Cedar Hill High School	Basic Summer School Program June 9 – July 14 (M-Th)	Two Sessions: 8:00 a.m. – 11:00 a.m. <u>11:30 p.m -2:30 p.m.</u>	\$175.00 Per Session	Joe Wilson West Beltline
		Credit Recovery June 9-July 14 (M-Th)	Two Sessions: 8:00 a.m. – 11:00 a.m. <u>11:30 p.m -2:30 p.m.</u>	No Tuition (Seniors Only)	
		Initial Credit June 9-July 14 (M-Th)	Two Sessions: 8:00 a.m. – 11:00 a.m. <u>11:30 p.m -2:30 p.m.</u>	\$175.00 Per Session	
		EXIT TAKS TAKS Academy Tutorials June 21-July 16 (M-Th) Jackie Fagan- Facilitator	Two Sessions: <u>5:00 p.m. – 7:00 p.m.</u> <u>7:00 p.m - 9:00 p.m.</u>	No Tuition	

Grades 9-12	Cedar Valley College	Dual Credit	Government/Economic Traci Long-Contact	No Tuition Student Responsible for Purchasing Textbooks	No Transportation
--------------------	----------------------	--------------------	---	--	-------------------

K – 4 Teachers Report Date:	June 4- 5 Staff Development/Work Day	8:00 p.m.-12:00 p.m
5-8, ESL, SPED, and 9-12 (Basic Summer, Credit Recovery, and Initial Credit) Teachers Report Date:	June4- 5 Staff Development/Work Day	8:00 p.m.-12:00 p.m
Exit TAKS Teachers Teacher Report Date:	June 18 Staff Development/Work Day	8:00 a.m. – 12:00 p.m.
Salary Schedule:	Certified Teacher	\$25.00 per hour
	Paraprofessional	Daily Rate
	Principal	Part of Yearly Contract
	Assistant Principal	Part of Yearly Contract/ Any Time Beyond Contract Will Be Paid At An Hourly Rate

Summer School Procedural Checklist and Timeline

Task Completion Prior To Summer School	Summer School Principals	Central Office Administrators	Campus Counselors	Timeline
1. Appoint summer school principals and conduct initial meeting with summer school committee to establish summer school curriculum, dates, hours of operation, location, transportation, publicity on web etc. Summer School Locations: Highlands Elementary (Pre K- 4)- Sylvia Lewis, Principal; Beltline Intermediate (5-6)-Dr. Dawn Brown; Permenter Middle School (7-8)- Dr. Denise Roache-Davis, Principal; and Cedar Hill High School (9-12)- Tammy Mariani, Principal.		X		October 20, 2009
2. Conduct follow-up meeting with summer school committee for finalization and updates.		X		January 20, 2010
3. Prepare summer school registration packages for students (forms, letters, etc.) and arrange bus transportation with Dallas County for summer school pick-up.		X		Early February
4. Present final comprehensive summer school plan to campus principals. Principals receive summer school forms (parent letters, campus memos, student participation forms, summer school brochures).		X	X	February 9, 2010
5. Present comprehensive summer school plan to counselors.		X		Early February
6. Counselors begin reviewing student files to determine eligible summer school students.		X Dr. Chanda McGhee	X	March 8-31, 2010
7. Brochures and letters mailed to parents of students invited to attend summer school.			X	Late April Mid-May
8. Deadline for summer school budgets to be finalized with the business office.		X		April 23, 2010
9. Post teacher positions for summer School.		X Mrs. Shana Nix		April 1, 2010
10. Conduct teacher interviews and make staff selection by May 14th.		X		May 3, 2010- May 14, 2010

11. Deadline for confirmed student registration forms from parents and deadline to have all summer school materials shipped to summer school campuses from warehouse.	X	X		June 1-2, 2010
12. Summer school principals organize materials shipped for summer school.	X			June 3-4, 2010
13. Training session for summer school staff (room assignments, lesson plans, grading, etc.).	X	X		June 7-8, 2010
14. Summer school begins.	X	X		June 9, 2010
15. Run day-to-day operations of school.	X			June 9- July 14, 2010
16. Summer school ends for grades K-12/ESL/SPED. Submit summer school payroll to business office.	X	X		July 14, 2010
17. Summer school ends for Exit TAKS Academy-July 16 th .	X	X	X	July 14, 2010
18. Submit copies of summer school grades, student attendance records, discipline records, and staff sign-in sheets to Central Office.	X			July 15, 2010
19. Return summer school materials to warehouse labeled with grade level and subject for grades K-8.	X			July 15, 2010
20. Prepare summer school reports for each summer school unit for Superintendent.	X	X		July 22, 2010
21. High school graduation	X	X	X	August 18, 2010