

# River Forest School District 90

## Summer School 2018 Report to the Board of Education October 15, 2018



Prepared by:  
Caitlin Collins  
Summer School Principal

### **Summer School Information**

Classes were held at Lincoln School for elementary students entering grades K-4. Classes were held at Roosevelt School for middle school students entering grades 5-8.

Summer School ran from June 14th through July 13th with no school on Wednesday, July 4th. Staff orientation was held on June 13th. Roosevelt Readiness was also run during summer school, but ran for one week sessions for one hour each day. Two sessions were held on the weeks of June 18th, June 25th and July 9th. During the week of July 3rd, we did not run any sessions. We also offered the classes for summer school at Roosevelt as weekly flex courses with the exception of lab courses. Students had the option to sign up for as many weeks as they wanted.

Summer school hours for the elementary school students were 9:00-11:55 a.m. Monday through Friday. Summer school hours for the middle school students were 8:45-11:40 a.m. Monday through Friday. Each class session was 55 minutes in length, with a 5 minute passing period.

Support classes in reading, writing and math were presented in a lab setting at both the elementary and middle school level. Reading Lab classes for all grades were offered all three periods. All Writing Lab classes were offered for one period each. Math Lab classes were offered all three periods for grades 1-2 and 5-8. Math Lab 3-4 was offered for two periods.

### **Summer School Timeline**

January: Begin administrative planning

- o Propose summer school to Board of Ed
- o Board of Ed sets summer school fees-resident and non-resident
- o Recruit special ed teacher to manage special ed component of summer school
- o Recruit school nurse for summer school
- o Create and distribute proposal flyer to teachers

February: Teacher Recruitment

- o Call for courses sent out to staff (survey)
- o Sort Courses by elementary, middle school, and separate support groups
- o Sort times
- o Recruit teachers for needed classes
- o Edit/write course offerings proposed by teachers
- o Design class course schedule
- o Post summer aide position and accept applications

March: Summer School information on Web

- o Set up registration process with tech team and district secretary
- o Set registration dates
- o Announce process to community: On District Web Page/Principal Newsletters
- o Arrange crossing guards
- o Edit/finalize/type brochure
- o Modify registration form

April: Registration for Summer School

- o Begin registration process: input registrations into computer and report numbers to summer school principal and curriculum director
- o Close aide applications. Begin interviewing potential summer school aides.
- o Continue with registration, report numbers to summer school principal and Director of Student Services
- o Direct teachers to order materials for summer classes
- o Tech need survey sent to summer teachers

May: Review classes with low enrollment/Finalize teacher and aide assignments and contracts

- o Continue with registration, report numbers to summer school principal
- o Determine classes as to those filled and/or closed due to low enrollment
- o Redistribute students to available classes if some close oUpdate teachers regarding class size
- o Meet with teachers of support classes
- o Send teacher contracts
- o Process orders for summer classes
- o Send letters of assignment to aides

June: Continue to enroll students

- o Set up daily attendance sheets for staff
- o Set up time sheet process for staff pay
- o Make signs for two buildings and each classroom
- o Prepare teacher orientation materials
- o Orientation Day
- o Send email to parents with summer school information oFirst Day of Summer School
- o Set up summer school website to share pictures
- o Set up summer school luncheon

July: Complete summer school information

- o Prepare parent surveys online
- o Prepare teacher/aide surveys online
- o Prepare aide evaluation sheets for summer school teachers to complete
- o Collect and collate information from surveys and evaluations
- o Communicate with parents as needed

August/September: Complete Summer School Report

- o Review and analyze data in Parent Surveys
- o Prepare Report to Board of Education

### **Population Profile 2018**

Summer School Students: 362 total students who filled 935 seats.

**K-4:** 161 Students (391 Seats)

**5-8:** 201 Students (544 Seats)

**Waivers:** 55 of the 935 seats had a fee waiver (15 Elementary and 40 Middle School)

Students were enrolled in 74 class sections (44 Elementary and 30 Middle School). There were 28 different elementary classes among the 44 sections and 16 different middle school classes among the 30 sections.

	2018	2017	2016	2015	2014	2013
<b>Total Student Enrollment</b>	362	291	321	319	380	474
<b>Class Sections</b>	74	78	67	67	77	90
<b>K-4 Students</b>	161	126	216	214	235	277
<b>5-8 Students</b>	201	165	105	105	145	197

Of the 362 students enrolled in summer school, 344 students were River Forest District 90 students. 18 students did not attend D90 schools. 5 of the 18 students were registered with a non-River Forest address.

### **Classes Offered**

#### ***Lincoln Elementary***

Grade	9:00 Class Offerings	10:00 Class Offerings	11:00 Class Offerings
<b>Kindergarten</b>	Kindergarten Korner Reading Adventures	Kindergarten Korner Reading Adventures	Game On! Real Life Math for Kindergarten
<b>1st Grade</b>	Jump into First Grade Math Support Lab Polymers and Potions Reading Support Lab Reading Adventures	Coding Connections Hands on Gardening Jump into First Grade Math Support Lab Polymers and Potions Reading Adventures Reading Support Lab Writing Support Lab	Game On! Math Support Lab Modern Artists Music Playground Reading Support Lab Star Wars

Grade	9:00 Class Offerings	10:00 Class Offerings	11:00 Class Offerings
<b>2nd Grade</b>	Digital Creation Polymers and Potions Math Support Lab Reading Support Lab	Coding Connections Digital Creation Hands on Gardening iPhotography Math Support Lab Polymers and Potions Reading Support Lab Writing Support Lab	All Around the World Game On! Math Support Lab Modern Artists Music Playground Reading Support Lab Star Wars
<b>3rd Grade</b>	Clay Around the World Coding Connections Digital Creation I'm an Actor Math Support Lab Polymers and Potions Reading Support Lab Writing Support Lab	Digital Creation Hands on Gardening iPhotography Math Support Lab Polymers and Potions Reading Support Lab Star Wars	All Around the World Reading Support Lab STEAM Unexplained Phenomena
<b>4th Grade</b>	Clay Around the World Coding Connections Digital Creation I'm an Actor Math Support Lab Polymers and Potions Reading Support Lab Writing Support Lab	Digital Creation Star Wars Polymers and Potions Reading Support Lab iPhotography Hands on Gardening Math Support Lab	Reading Support Lab STEAM Unexplained Phenomena
<b>Total Classes Each Session</b>	15 (Including ESY)	16 (Including ESY)	13 (Including ESY)

*Totals For Elementary School Classes 2018:* 13 Support Class Sections (6 Different Classes)  
25 Enrichment Class Sections (20 Different Classes)  
6 ESY Class Sections (2 Different Classes)  
**44 Total Class Sections (28 Different Classes)**

*Historic Elementary School Class Totals:* 2017- 47  
2016- 47 (Including 5 Camps)  
2015- 47  
2014- 47  
2013- 56  
2012- 59

# ***Roosevelt Middle School***

<b>Grade</b>	<b>8:45 Class Offerings</b>	<b>9:45 Class Offerings</b>	<b>10:45 Class Offerings</b>
<b>5th Grade</b>	Bulldog Math Rules! Digital Photography Four Square Rockin' Readers STEM-tacular Summer You be the Judge	Beginning Sign Language Boys Bulldog Basketball Bulldog Math Rules! Digital Photography Movie Magic 2.0 Reader's Theater-1 Week Rockin' Readers Roosevelt Readiness- 3 Weeks	Beginning Interior Design Bulldog Math Rules! Fantastic Fibers Four Square Girls Bulldog Basketball Rockin' Readers Rockin' Writers 5-6 Roosevelt Readiness- 3 Weeks
<b>6th Grade</b>	Bulldog Math Rules! Digital Photography Four Square Rockin' Readers STEM-tacular Summer You be the Judge	Beginning Sign Language Boys Bulldog Basketball Bulldog Math Rules! Digital Photography Movie Magic 2.0 Reader's Theater-1 Week Rockin' Readers	Beginning Interior Design Bulldog Math Rules! Fantastic Fibers Four Square Girls Bulldog Basketball Rockin' Readers Rockin' Writers 5-6
<b>7th Grade</b>	Bulldog Math Rules! Digital Photography Four Square Rockin' Readers Rockin' Writers 7-8 STEM-tacular Summer You be the Judge	Beginning Sign Language Boys Bulldog Basketball Bulldog Math Rules! Digital Photography Movie Magic 2.0 Reader's Theater-1 Week Rockin' Readers	Beginning Interior Design Bulldog Math Rules! Fantastic Fibers Four Square Girls Bulldog Basketball Rockin' Readers
<b>8th Grade</b>	Bulldog Math Rules! Digital Photography Four Square Rockin' Readers Rockin' Writers 7-8 STEM-tacular Summer You be the Judge	Beginning Sign Language Boys Bulldog Basketball Bulldog Math Rules! Digital Photography Movie Magic 2.0 Reader's Theater-1 Week Rockin' Readers	Beginning Interior Design Bulldog Math Rules! Fantastic Fibers Four Square Girls Bulldog Basketball Rockin' Readers
<b>Total Classes Each Session</b>	8 (Including ESY)	9 (Including ESY)	9 (Including ESY)

***Totals For Middle School Classes 2018:*** 8 Support Class Sections (4 Different Classes)  
13 Enrichment Class Sections (12 Different Classes)  
3 ESY Class Sections (1 Class)  
6 Roosevelt Readiness Sections  
**30 Total Class Sections (16 Different Classes)**

***Historic Middle School Class Totals:*** 2017- 31  
2016- 28 (Including 3 Camps)  
2015- 21  
2014- 31  
2013- 34  
2012- 29

### Classes Canceled

#### ***Lincoln Elementary***

Class Name	Grade Level	Number of Sections Canceled	Reason
Hands on Gardening	1-4	1	Low Enrollment
iPhotography	2-4	1	Low Enrollment
Keyboarding 1,2,3	2-4	1	Low Enrollment
Money Matters	2-4	1	Low Enrollment

#### ***Roosevelt Middle School***

Class Name	Grade Level	Number of Sections Canceled	Reason
Four Square	5-8	1	Low Enrollment
Reader's Theater	5-8	1 Section- 3 Weeks out of 4	Low Enrollment

*Totals:* 6 Sections (4 Elementary and 2 Middle School)

### Enrollment Numbers for Lab Classes

#### ***Lincoln Elementary***

Class Name	2018	2017	2016	2015	2014	2013
Reading Lab 1-2	30 Students	30 Students	34 Students	31 Students	28 Students	22 Students
Reading Lab 3-4	16 Students	15 Students	18 Students	21 Students	26 Students	31 Students
Math Lab 1-2	25 Students	29 Students	28 Students	31 Students	21 Students	20 Students
Math Lab 3-4	23 Students	15 Students	18 Students	21 Students	23 Students	26 Students
Writing Lab 1-2	15 Students	21 Students	6 Students	5 Students	5 Students	13 Students
Writing Lab 3-4	12 Students	9 Students	16 Students	7 Students	12 Students	24 Students

#### ***Roosevelt Middle School***

Class Name	2018	2017	2016	2015	2014	2013
Reading Lab 5-8 (Rockin' Readers)	24 Students	20 Students	26 Students	33 Students	41 Students	28 Students
Math Lab 5-8 (Bulldog Math Rules!)	27 Students	27 Students	21 Students	27 Students	31 Students	23 Students
Writing Lab 5-6 (Rockin' Writers)	13 Students	11 Students	18 Students	19 Students	25 Students	36 Students
Writing Lab 7-8 (Rockin' Writers)	8 Students	6 Students	6 Students			

## **Staff Numbers**

### ***Lincoln Elementary***

Teachers: 20

Aides: 14

### ***Roosevelt Middle School***

Teachers: 15

Aides: 5

### ***Lincoln/Roosevelt***

Occupational Therapist: 1

Physical Therapist: 1

Speech Pathologist: 2

### ***Administrative/Office Staff***

Director of Curriculum and Instruction: Alison Hawley

Summer School Principal: Caitlin Collins

Special Education Coordinator: Dana Gunderson

Nurse: Barb DaHaan

Office Secretaries- Julie Roberts (Lincoln) and Lisa Krusinski (Roosevelt)

## **Special Education**

### ***Total Number of Students in Extended School Year: 38***

Early Childhood Students: 4

Primary Skills Students: 6

Elementary ESY: 13

Intermediate Skills: 8

Intermediate ESY: 7

Speech Students: 26

Physical Therapy Students: 15

Occupational Therapy Students: 18

### ***Special Education Teachers***

Early Childhood Teachers: 2 (Co-taught)

Primary Skills Teachers: 1

Intermediate Skills Teacher: 3 (1 teacher for all four weeks and 2 teachers split the four weeks)

### ***Special Education Aides***

Early Childhood Aides: 1

Primary Skills Aides: 3

Intermediate Skills Aides: 3

One-on-One Aides: 7 (2 at Roosevelt and 5 at Lincoln)

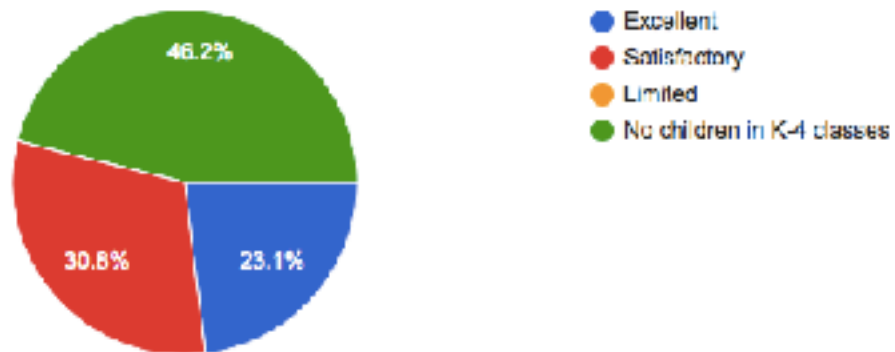


## Summer School 2018 Surveys

### ***Parent Survey Results***

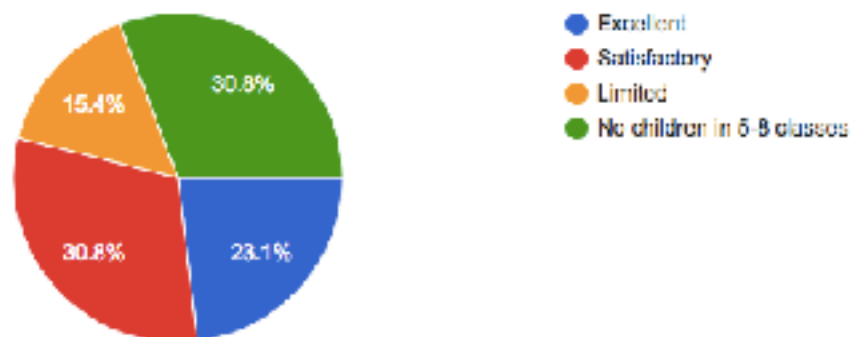
**If your child was enrolled in grade K-4 classes at Lincoln, did you find the variety of classes to be**

13 responses



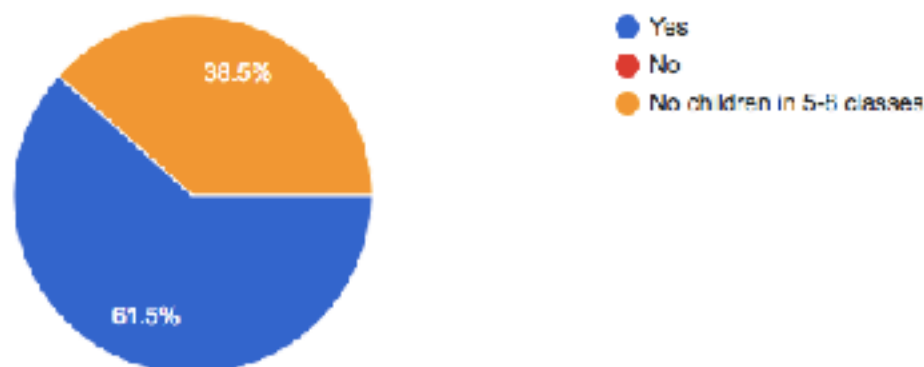
**If your child was enrolled in grade 5-8 classes at Roosevelt, did you find the variety of classes to be**

13 responses



## If your child was enrolled in grade 5-8 classes at Roosevelt, did you like the week long class option?

13 responses



### Comments

- I would like to see a math and writing class that isn't just invitation only. You could make it fun - math magic, play writing, that they act out after, etc.
- The music class should have incorporated math into it. More focus on learning please and less focus on fun. We can put the kids in camp if we want them to have fun. If we put them in school, we expect them to learn things.
- The playground could use more supervision in the morning and at dismissal.
- There was no syllabus or any sort of curriculum shared with parents to my knowledge, so I'm unable to comment on the programming. Since we don't have conferences or any reporting, I'd like a list of objectives or a more detailed syllabus for the class - not just a description.
- The teachers were just amazing. I feel like my son grew so much over the month and I know he will miss them terribly.
- Excellent email communication on weather conditions. Thank you

### **Staff Survey Results**

#### Overall Summer School Experience Rating

	Very Satisfied	Satisfied	Dissatisfied	Very Dissatisfied
Teachers	14	6	2	0
Aides	4	4	0	0

*30 Surveys were returned: 22 from teachers and 8 from aides*

### Things Teachers Particularly Enjoyed

- The kiddos! They bought into a lot of the projects and such. The colleagues were also very helpful.
- Flexibility is its biggest strength
- Allowing parents to select by individual weeks..Great idea!!
- Providing fun choices in classes for students to take! Switching classes each hour
- Caitlin!

- Ms. Collins was fantastic! She was organized, friendly, and communicated beautifully. Thank you
- Very organized and a lot of support staff
- Easy flow, students loved coming to school!
- Everything was well organized and very informative!
- It is an excellent way for incoming 5th graders to feel comfortable in their new school, in a less crowded and more relaxed atmosphere.
- The principal is very positive and hands on! I really enjoyed working with her.
- Engaging classes, access to technology, hands on teachers
- Organized and support
- The students get to be with their friends and learn at the same time in fun classes
- Opportunity for Roosevelt staff to get to know incoming fifth graders and new students, and opportunity for new students to get to know the staff and school.
- Everything was very organized and Caity and Dana were very helpful. I really liked being able to use the LLI materials this year. The kids were happy and enjoyed being in the lab classes as well as the other classes. The length of the classes is appropriate too.
- Care to details and responsiveness to questions.
- Very organized!!!! It flew by and was a lot of fun!

#### Teacher Suggestions

- Smaller class sizes for elective/hands on classes! If the tech department could let us know when they will be in and when they will not be that would be helpful as well.
- I know this is impossible, but access to curriculum earlier would be fantastic
- More class options
- I think our summer school programming does a wonderful job at enhancing student learning so I have no recommendations for change.
- AIR CONDITIONING!!! It is simply too hot to work in these conditions. Cooling stations are NOT sufficient. Air conditioning is a must in order to continue with summer school.
- I think the the flex classes worked pretty well this year. I would like to see this continue.
- More class choices
- I can't think of any right now. If I do, I'll reach out in the future. Overall, it was a super successful summer school experience.
- Please continue to gather teacher notes on academic skill levels to give us an idea of their needs.

#### Things Aides Particularly Enjoyed

- I enjoyed having Summer School at Lincoln School, which is my home school. When we needed supplies, I knew where to go. When we needed to copy materials, my number worked. Thanks for the opportunity to work in a Science class and Music class, it was a refreshing change from my Reading Position during the school year. I had a great time!
- Very well run and excellent programs.
- Classes were well planned and getting to know the kids was fun, even having my schedule switched around was no problem
- I enjoyed and appreciated working with the teacher. She jumped right in and was excellent with new students! Thank you Caity, Dana and Julie for all your support with Skills!!!
- The small class sizes and awesome teachers!
- I think the teachers developed a comprehensive curriculum in the classes I attended.

#### Aide Suggestions

- In the summer, Speech should be held in the PT ROOM to cut down on the long transfer time which takes away from their beneficial SPEECH time!

- I can't think of anything
- I'd recommend putting the young adult aides (who are willing to be flexible) in Skills. The ones that subbed for us were great and very helpful.
- I wish those who have been aided for more than a year could've received more pay.

### **Recommendations for Summer School 2019**

- Continue to encourage new innovative class options
- Continue to use GPS data and recommendations for enrollment in math and reading lab classes
- Improve use of GPS data and rubrics for enrollment in writing lab classes
- Continue to consider appropriate ratio for support classes and general classes
- Explore program options for summer school registration, communication to parents and student attendance
- Continue to offer flex courses at Roosevelt
- Continue to consider the appropriate ratio of ESY students in general classes and support classes
- Consider how reading and writing lab classes are run to avoid overlap in work
- Continue to have parents sign photo permission when they register for our Facebook and Twitter pages
- Continue to have two aides at each school work for ten minutes before and ten minutes after to ensure student safety at arrival and dismissal