

River Forest School District 90

Summer School 2017
Report to the Board of Education
October 16, 2017



Prepared by:
Caitlin Collins
Summer School Principal

Summer School Information

Classes were held at Willard 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 15th through July 14th with no school on Tuesday, July 4th. Staff orientation was held on June 14th. 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 19th, June 26th and July 10th. During the week of July 3rd, we ran one session.

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. Writing Lab classes 1-2, 3-4 and 7-8 were offered for one period each and Writing Lab 5-6 was offered two periods. Math Lab classes were offered all three 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 2017

Summer School Students: 291 total students who filled 653 seats.

K-4: 126 Students (248 Seats)

5-8: 165 Students (405 Seats)

Waivers: 21 of the 653 seats had a fee waiver (10 Elementary and 11 Middle School)

Students were enrolled in 78 class sections (47 Elementary and 31 Middle School). There were 30 different elementary classes among the 47 sections and 16 different middle school classes among the 31 sections.

	2017	2016	2015	2014	2013
Total Student Enrollment	291	321	319	380	474
Class Sections	78	67	67	77	90
K-4 Students	126	216	214	235	277
5-8 Students	165	105	105	145	197

Of the 291 students enrolled in summer school, 278 students were River Forest District 90 students. 13 students did not attend D90 schools. 2 of the 13 students (from one family) were registered with a non-RF address.

Classes Offered

Willard Elementary

Grade	9:00 Class Offerings	10:00 Class Offerings	11:00 Class Offerings
Kindergarten	Real Life Math for Kindergarten	Kindergarten Korner	Game On! Reading Adventures
1st Grade	Star Wars Polymers and Potions Music Playground Math Support Lab Reading Support Lab Hands on Gardening	Writing Lab Jump into First Grade All Around the World Modern Artists Polymers and Potions Math Support Lab Reading Support Lab Writing Support Lab Hands on Gardening	Game On! Jump into First Grade Reading Adventures Math Support Lab Reading Support Lab

Grade	9:00 Class Offerings	10:00 Class Offerings	11:00 Class Offerings
2nd Grade	Digital Creation Star Wars Polymers and Potions Music Playground Math Support Lab Reading Support Lab Hands on Gardening	Digital Creation Writing Lab All Around the World Modern Artists Polymers and Potions iPhotography Math Support Lab Reading Support Lab Writing Support Lab Hands on Gardening	Keyboarding 1,2,3 Game On! Reading Adventures iPhotography Math Support Lab Reading Support Lab Money Matters
3rd Grade	Digital Creation Writing Support Lab I'm an Actor Clay Around the World Polymers and Potions Reading Support Lab Coding Connections Hands on Gardening Math Support Lab	Digital Creation Star Wars All Around the World Polymers and Potions Reading Support Lab Sticks, Mallets & More iPhotography Hands on Gardening Math Support Lab	Keyboarding 1,2,3 Reading Support Lab STEAM Math Support Lab iPhotography Money Matters Unexplained Phenomena
4th Grade	Digital Creation Writing Support Lab I'm an Actor Clay Around the World Polymers and Potions Reading Support Lab Coding Connections Hands on Gardening Math Support Lab	Digital Creation Star Wars Polymers and Potions Reading Support Lab Sticks, Mallets & More iPhotography Hands on Gardening Math Support Lab	Keyboarding 1,2,3 Reading Support Lab STEAM Math Support Lab iPhotography Money Matters Unexplained Phenomena
Total Classes Each Session	16 (Including ESY)	17 (Including ESY)	14 (Including ESY)

Totals For Elementary School Classes 2017: 14 Support Class Sections (6 Different Classes)
27 Enrichment Class Sections (22 Different Classes)
6 ESY Class Sections (2 Different Classes)
47 Total Class Sections (30 Different Classes)

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

Roosevelt Middle School

Grade	8:45 Class Offerings	9:45 Class Offerings	10:45 Class Offerings
5th Grade	Rockin' Readers Digital Photography Rockin' Writers 5-6 Game of Drones Bulldog Math Rules! You be the Judge	Rockin' Readers Digital Photography Rockin' Writers 5-6 Game of Drones Bulldog Math Rules! Reader's Theater Roosevelt Readiness (Four 1-Week Sessions) Boys Bulldog Basketball Beginning Sign Language	Rockin' Readers Fantastic Fibers Movie Magic 2.0 Girls Bulldog Basketball Bulldog Math Rules! Beginning Interior Design Roosevelt Readiness (Three 1-Week Sessions)
6th Grade	Rockin' Readers Digital Photography Rockin' Writers 5-6 Game of Drones Bulldog Math Rules! You be the Judge	Rockin' Readers Digital Photography Rockin' Writers 5-6 Game of Drones Bulldog Math Rules! Reader's Theater Boys Bulldog Basketball Beginning Sign Language	Rockin' Readers Fantastic Fibers Movie Magic 2.0 Girls Bulldog Basketball Bulldog Math Rules! Beginning Interior Design
7th Grade	Rockin' Readers Digital Photography Rockin' Writers 7-8 Game of Drones Bulldog Math Rules! You be the Judge	Rockin' Readers Digital Photography Game of Drones Bulldog Math Rules! Reader's Theater Boys Bulldog Basketball Beginning Sign Language	Rockin' Readers Fantastic Fibers Movie Magic 2.0 Girls Bulldog Basketball Bulldog Math Rules! Beginning Interior Design
8th Grade	Rockin' Readers Digital Photography Rockin' Writers 7-8 Game of Drones Bulldog Math Rules! You be the Judge	Rockin' Readers Digital Photography Game of Drones Bulldog Math Rules! Reader's Theater Boys Bulldog Basketball Beginning Sign Language	Rockin' Readers Fantastic Fibers Movie Magic 2.0 Girls Bulldog Basketball Bulldog Math Rules! Beginning Interior Design
Total Classes Each Session	8 (Including ESY)	13 (Including ESY)	10 (Including ESY)

Totals For Middle School Classes 2017: 9 Support Class Sections (4 Different Classes)
 12 Enrichment Class Sections (10 Different Classes)
 3 ESY Class Sections (1 Class)
 7 Roosevelt Readiness Sections
31 Total Class Sections (16 Different Classes)

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

Classes Canceled

Willard Elementary

Class Name	Grade Level	Number of Sections Canceled	Reason
All Around the World	1-3	1	Canceled to keep the large section of Reading Adventures open
Incredible Insects	1-2	1	Low Enrollment
Junior Chef	2-4	2	Low Enrollment
Kindergarten Korner	K	1	Low Enrollment
Philosophy Rocks	3-4	1	Low Enrollment
Reading Adventures	K-2	2	Teacher Canceled
Sticks, Mallets & More	3-4	1	Low Enrollment

Roosevelt Middle School

Class Name	Grade Level	Number of Sections Canceled	Reason
Beginning Sign Language	5-8	1	Low Enrollment
Games Galore	5-8	3	Low Enrollment
History by Hollywood	5-8	3	Low Enrollment
Roosevelt Readiness Week of 7/3	5	1	Low Enrollment
Rockin' Writers	5-6	1	Low Enrollment

Totals: 18 Sections (9 Elementary and 9 Middle School)

Enrollment Numbers for Lab Classes

Willard Elementary

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

Roosevelt Middle School

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

Staff Numbers

Willard Elementary

Teachers: 21

Aides: 17

Roosevelt Middle School

Teachers: 12

Aides: 5

Willard/Roosevelt

Occupational Therapist: 1

Physical Therapist: 1

Speech Pathologist: 2

Administrative/Office Staff

Director of Student Services: Alison Hawley

Summer School Principal: Caitlin Collins

Special Education Coordinator: Kacie Bair

Nurse: Barb DaHaan

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

Special Education

Total Number of Students in Extended School Year: 22

Early Childhood Students: 8

Primary Skills Students: 11

Intermediate Skills: 3

Speech Students: 24

Physical Therapy Students: 12

Occupational Therapy Students: 14

Special Education Teachers

Early Childhood Teachers: 2 (Co-taught)

Primary Skills Teachers: 2 (Split the 4 Weeks)

Intermediate Skills Teacher: 1

Special Education Aides

Early Childhood Aides: 2

Primary Skills Aides: 4

Intermediate Skills Aides: 2

One-on-One Aides: 6 (3 at Roosevelt and 3 at Willard)

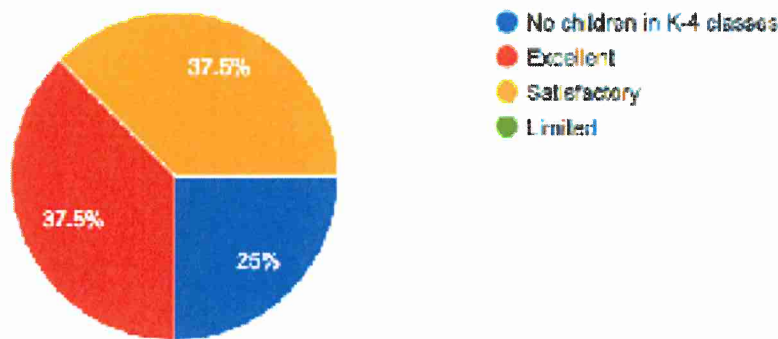
Summer School 2017 Surveys

Summer School Parent Survey 2017

9 responses

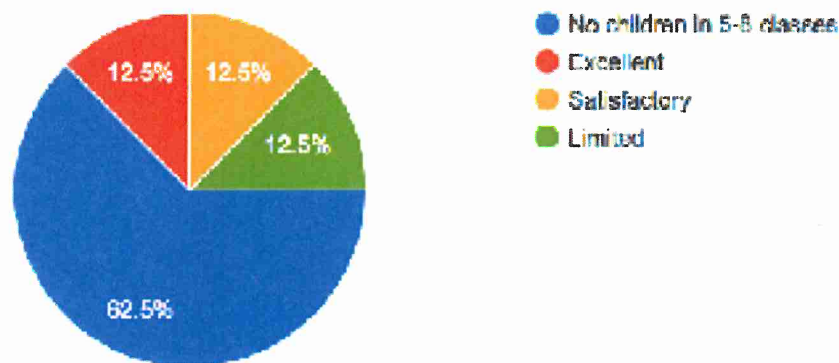
If your child was enrolled in grade K-4 classes at Willard, did you find the variety of classes to be

8 responses



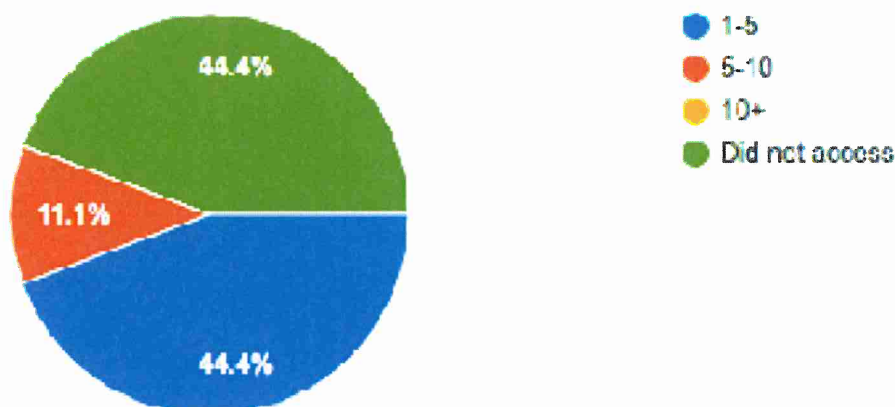
If your child was enrolled in grade 5-8 classes at Roosevelt, did you find the variety of classes to be

8 responses



Please note how many times you viewed/visited the District 90 Summer School Facebook and/or Twitter page

9 responses



Please add any other comments about your preferences for summer school communication.

2 responses

Email

Email or school website is preferable

Next summer, I would like to see these types of classes offered for K-4:

1 response

Next summer, I would like to see these types of classes offered for 5-8:

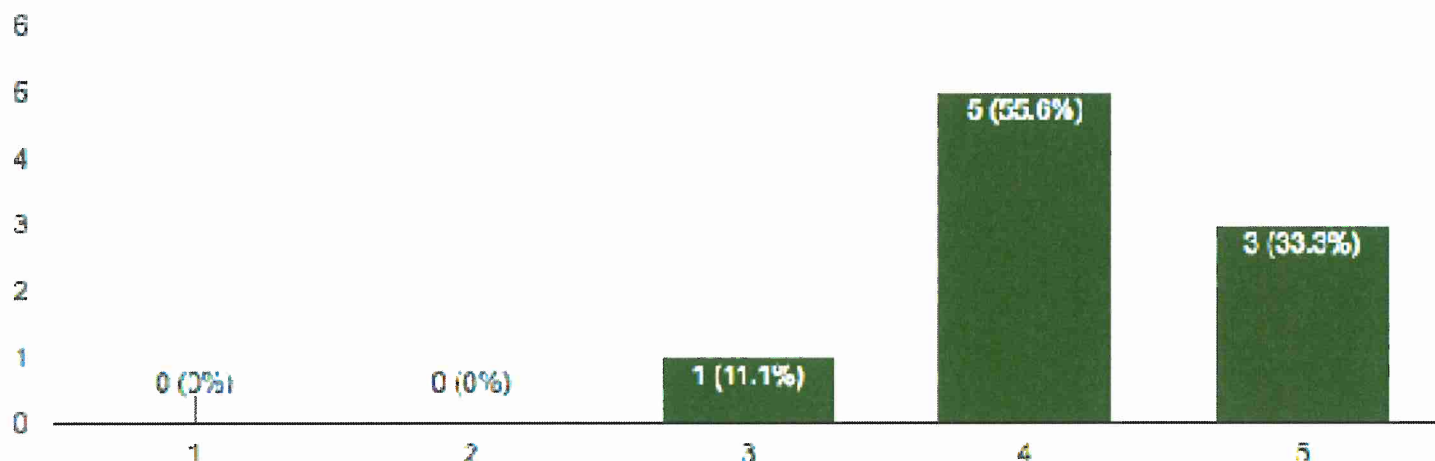
1 response

More technology course options such as a fun intro to coding, science lab experiments course would be great. Continue with interactive, hands on learning for summer school courses. Maybe something in the social/emotional area would be a good addition

Overall, I would rate my child's summer school experience as

9 responses

Fair 1 - Excellent 5



Additional Comments?

1 response

I would appreciate a school map with classes listed and/or a greeter to meet 5 and 6 yr olds outside before each class time- especially the first week of school.

Staff Survey Results

Overall Summer School Experience Rating

	Very Satisfied	Satisfied	Dissatisfied	Very Dissatisfied
Teachers	18	2	2	0
Aides	10	2	0	0

34 Surveys were returned: 22 from teachers and 12 from aides

Things Teachers Particularly Enjoyed

- I liked the classes I taught!
- I enjoyed working with students and found the school environment as supportive and positive. I really appreciated the technology access.
- Easy transition for my students from class to class
- Caitlin was excellent. She was positive, flexible and supportive. She was visible in the building. Loved working with her
- I enjoyed the opportunity to learn more about my three students. The class sizes allowed us to focus on each student.
- The online attendance worked well.

- Seeing Kacie and Caitlin in the hallways checking in on classes and always being available to answer questions.
- Freedom to try new curriculum.
- We experienced great support, communication, and the students were engaged.
- Being able to continue the efforts of the Spring Garden Club at Willard school is crucial to maintaining our pollinator community and Monarch Butterfly paradise and that can only be successful by having Summer School at Willard.
- Positivity and air conditioned rooms available!
- The month was very well organized and support was available when needed.
- Extremely well run! Kudos to Caity, Kacie and Karen! And the students were wonderful, respectful and supportive of each other and excited to learn new things. I enjoyed the positive summer school climate!
- Working with my co-worker
- The kids are really happy to be there, which made it fun. All of the teachers that I worked with were helpful and flexible.
- I thought everything went very smoothly!
- Caity- you did a great job. Well done! Communication was clear and ready for teachers before we needed it. Your positivity and problem-solving skills are noticed and appreciated.
- Coding- It was cool to teach a new class and learn new content. I'm new at coding, so it was a risk! :) After learning and teaching this course, I'll be able to at least "talk the coding talk" with students in my fourth grade classroom. :) It was great to expand my comfort zone and essentially learn from student-experts! :)
- We had very cooperative students.
- spending time with students that enjoy being at summer school and learning something new.
- Seeing my student grow
- Class size and teacher/ student ratio was appropriate for instruction and worked well for my class. Student needs were well balanced in each class to be able to provide differentiated instruction within the group.

Teacher Suggestions

- K-2 Reading Adventures is a big age range. I would love to teach a K only Reading Adventures, and then a 1-2 Reading Adventures. Also, the idea of having four weeks of summer school, but two two week sessions.
- Technology is still a struggle in summer school. The turn around time is slow. Meaning, I would like to see if we can get a list of student passwords for certain programs before school starts and if a child is not signed up for a program it can be added by the first session.
- We should utilize every air conditioned space. The LLC often has two or three separate classes during the school year. The Reading lab has small classes and could have shared the space. The auditorium is also used as a classroom during the year. I think 113 is also air conditioned.
- The Math class should focus more on strengthening math facts. Most students were very weak in this area and that held them back from learning new concepts.
- Consider offering two week sessions.
- Possible consider breaking down the four week program into two separate programs for two weeks at a time.
- Air conditioning!!!! This is the only factor that could prevent me from teaching summer school in the future.
- As a parent and as a teacher, it is hard to commit to a month during the summer. It may be beneficial to consider the option of two week classes.

- The shortage of iPad Airs was frustrating, so either planning to provide iPad Airs or else communicating early on that this is not feasible would be beneficial.
- more fans
- I'm wondering if the lab classes are small, if there could be 2 of them for 1 1/2 hours each? I know that would be tricky with scheduling, but having an extra 30 minutes with those kiddos would be helpful! Just a thought. Also, this is a minor issue, but it felt like the custodians were being called over the intercom about 5 times per morning, which was a little bit disruptive. Could they just carry walkie-talkies or something so that they're easy to reach?
- Start sooner and get out sooner. Consider 4 day weeks.
- Balancing the number of students in each section so one is not so much larger than others, but I understand this has to do with registration and other classes offered as well. Perhaps suggesting switching some classes around if it makes sense for all the classes involved. Again, mine worked out fine but I had one large class and one small one.

Things Aides Particularly Enjoyed

- It was great
- It was great meeting new teachers and students, and I enjoyed working with other district 90 staff members that I otherwise wouldn't have met.
- My assignments were diverse, there was a great mix of offerings to make learning fun for the kids, I formed good relationships with several of the children I worked with.
- I enjoyed all the smiling faces throughout the building. From the moment I entered the front office, to the teachers and students I worked with, as well as in the halls everyone was positive and happy to be there. What a wonderful atmosphere to be part of. Thanks for the opportunity to be part of the program.
- I enjoyed seeing the students in 'I'm an actor' progress throughout summer school. They were shy on the first day, but soon became more outgoing and confident. I also enjoyed helping students with their many art projects in both 'kindergarten corner' and 'reading adventures'.
- Closer to home, A.C. Rooms and Variety.
- This year's Summer School seemed to be better supervised and planned.
- It was fun to get to know a staff member better. I hadn't gotten much chance to work with her during the school year. Also good to get to know other students learning styles and aptitudes going into the fall. It has been a fun and relaxing atmosphere to get to know the D90 staff as well.
- I enjoyed experiencing a different school than the one I work at during the school year, and working with a different age group.
- There was lots for me to do in the art room and the coding class that I aided in. I enjoyed the fact that I was not just sitting around. I especially liked being able to help the students in coding solve puzzles that they were stuck on.

Aide Suggestions

- Make sure programs that Special Needs Students enroll in programs beneficial to them.
- 1) In the art room, maintaining the cleanliness of the space while constantly doing new projects is a ton of work. Especially if the summer school art teacher is not a regular teacher at Willard, I would have an aide in there every period. 2) In coding it would be awesome if some of the more advanced kids could start learning to actually write code. Many kids are not at that level yet, but it would be beneficial for a few who are really excited about coding and quite talented to see how what they are doing connects with programming. (I know this

is not a very realistic idea...) The website Coding Bats has some good basic puzzles for writing code.

- Summer school was a great time this year! Thanks for your work!

Recommendations for Summer School 2018

- Continue to encourage new innovative class options
- Continue to use GPS data and recommendations for enrollment in lab classes
- Continue to consider appropriate ratio for support classes (3-5 students to 1 teacher) and general classes (10 students to 1 teacher)
- Continue to use online attendance
- 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
- Have parents sign photo permission when they register so that more can be shared on 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

River Forest Public Schools District 90
 Summer School Report - Financial Section
 Summer 2017

	<u>Amount</u>	
<u>Revenues</u>		
Registration (less online registration fee and refunds)	\$ 73,681	\$146 Resident Enrichment registration fee with additional \$25 late fee \$182 Non-Resident Enrichment registration fee with additional \$25 late fee \$98 Remedial registration fee \$50 Roosevelt Readiness registration fee
Grants:		
Special Education Summer School	1,522	
Total Revenues	\$ 75,203	
<u>Expenditures</u>		
Payroll:		
Teachers	\$ 83,453	\$45.00/hour
Aides	21,873	\$8.25/hour - High School Students \$15.00/hour - College Students and Adults \$19.46 - \$22.95/hour - Current District 90 Aides
Student Support	12,464	Planning Coordinator, Principal, Special Ed Coordinator and Nurse
Total Payroll	\$ 117,790	
Supplies:		
Purchase Orders	3,945	
Petty Cash	967	
Total Supplies	4,912	
Total Expenditures	\$ 122,702	