



To: Education Committee

From: Michelle Erb

Date: January 21, 2014

Re: Summer School Memo

Summer school 2013 data was presented at the December Quarterly Board Meeting. After reviewing the data, a team of administrators were formed to determine if our current framework is most beneficial for students. The team has developed the following recommendations:

Offer "Summer Adventures in Learning" (SAIL), a program similar to a summer day camp that would be available for elementary students who attend Title I buildings as well as current 7th and 8th graders. These day camps will feature a hands-on, theme based approach to learning and will be held at Windsor Elementary School (1-6) and Harlem Middle School (7 & 8). Harlem certified staff members will submit proposals for potential theme based units of study (proposal attached). The number of camps per grade level will depend on the number of teacher proposals as well as student requests. Although the themes will vary, all camp sessions will align to reading, writing, and mathematics standards. Pre and post assessments will document the progress of each student. Possible topics may include: art, science, tech ed, knitting, rockets, cooking, computers, drama, health and fitness. Minimum and maximum enrollment numbers for each camp session will vary depending on planned activities.

There will be no tutoring for students who attend Parker this year due to the low enrollment numbers in the past.

Extended School Year (ESY) for elementary students in grades 1-6 will continue to be offered at Windsor Elementary. Early childhood and kindergarten students enrolled in ESY will receive services at Parker Center.

The high school will continue to run a credit recovery program. Location is still being determined; the majority of the classes will be held at Harlem High School Ninth Grade Campus. Edmentum credit recovery program will be used when there are not enough students to fill a class. The high school will use pre and post tests to determine student progress. Summer School Driver's Education will take place at the Main Campus and will follow the Rules of the Road Curriculum and State guidelines.



A Community of Leaders

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2014 Summer School Dates

High School: June 9 - June 26 (Semester 1) and June 30 - July 18 (Semester 2) (Mon-Fri) - 7:45 a.m.-12:15 p.m.

Middle School: June 9 – July 3 (Monday-Thursday) - 8:00 a.m.-12:00 p.m.

Elementary and ESY: June 9-July 3 (Monday-Thursday) - 8:00 a.m.-12:00 p.m.

No School the 4th of July.

SAIL (Summer Adventures in Learning) Camp 2014

We are excited to announce the Harlem Summer Adventures in Learning (SAIL) Program for summer 2014 and we invite you to participate! The SAIL program will offer hands-on, theme based enrichment choices for all students. Camp sessions can be two or four weeks in length, incorporating reading, writing and math common core standards in a multi-grade format (see attached proposal).

All camps will begin and end at Windsor Elementary School/Harlem Middle School but may include travel to other sites as necessary to complete camp projects/goals.

- Sessions run Monday – Thursday from 8am – 12 pm.
 - Two week session – 32 hours /student contact time (6/9-6/19 or 6/23-7/3)
 - Four Week Session – 64 hours/student contact time (6/9-7/3)

Time Line

February 3, 2014 - Proposal forms available to teachers.

March 3, 2014 - Proposals due to Harlem Administration Center, c/o Michelle Erb.

March 10, 2014 – SAIL Committee completes evaluation of proposals.

March 17, 2014 - Teachers will be notified of approval status. Once Sessions have been approved, pamphlets for families will be created and sent home with students.

March 21, 2014 - Pamphlets sent home with students.

April 11, 2014 - Student registration is due.

May 16, 2014 - Camp confirmations mailed to parents.

May 23, 2014 - PAF to HR

Students Adventures in Learning Proposal

Session Title _____

Intended Grade Level: _____ 1 - 2 _____ 3 - 4 _____ 5 - 6 _____ 7 - 8

Length of Sessions: _____ 2 weeks (6/9-6/19) _____ 2 weeks (6/23-7/3) _____ 4 weeks (6/9-7/3)
(If two week session would be repeated, please check the first two lines.)

Please provide a description of the session including any travel needs:

Session Objectives:

Please list the specific reading, writing, and math common core standards that this will be addressed.

Reading:

Writing:

Math:

Please list the hands-on/project based activities that will strengthen students' skills and understanding of identified common core standards.

Recommended maximum class size:

Please provide the estimated cost of this camp. Make sure to include materials, books, etc. Please note: you do not need to include teacher salary.

Please return proposals to: Michelle Erb at Harlem Administration Center by March 3, 2014

**Harlem Elementary Schools
Summer Adventures in Learning 2014**

We excited to announce the Harlem Summer Adventures in Learning (SAIL) Program for summer 2014 and we invite you to participate! The SAIL program will offer hands- on, theme based enrichment day camps for all students presently enrolled in first through sixth grade. Day camp sessions will begin and end at Windsor Elementary School. There is no charge for SAIL for elementary students. Minimum and maximum enrollment numbers for each camp session may vary depending on planned activities.

Schedule: SAIL 2014 will begin on June 9, 2014 and conclude on July 3, 2014. Day camps will meet Monday through Thursday of each week for either two or four-weeks (see brochure descriptions). Student attendance hours are 8:00 a.m. – 12:00 p.m.

**Summer Adventures in Learning Enrollment Form
Please Print**

Student's Last Name	First Name	Middle Initial
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Home Address: _____

Parent's Name: _____ Phone Number: _____

Emergency Contact: _____ Phone Number: _____

School _____ Grade Level 13-14: _____ Current Teacher: _____

Please list session names from the brochure to indicate your student's 1st, 2nd, and 3rd choice.

Session :	June 9-19		June 23-July 3	
Choice 1	_____	_____	_____	_____
Choice 2	_____	_____	_____	_____
Choice 3	_____	_____	_____	_____

PLEASE NOTE: NO TRANSPORTATION will be provided to and from Windsor School. Students must be picked up at 12:00 p.m.

_____ My child will be picked up. _____ My child will walk home.

I understand that students enrolled in the program are expected to attend all sessions to ensure their success.

Parent's Signature _____ Date _____

Enrollment Forms are due by Friday, April 11, 2014

**Harlem Middle Schools
Summer Adventures in Learning 2014**

We excited to announce the Harlem Summer Adventures in Learning (SAIL) Program for summer 2014 and we invite you to participate! The SAIL program will offer hands-on, theme based enrichment day camps for all students presently enrolled in seventh and eighth grade. Day camp sessions will begin and end at Harlem Middle School. The cost will be \$80/2 week session (\$160/4 week session). Minimum and maximum enrollment numbers for each camp session may vary depending on planned activities.

Schedule: SAIL 2014 will begin on June 9, 2014 and conclude on July 3, 2014. Camps will meet Monday through Thursday of each week for either two or four-weeks (see brochure descriptions). Student attendance hours will be 8:00 a.m. – 12:00 p.m.

**Summer Adventures in Learning Enrollment Form
Please Print**

Student's Last Name _____ First Name _____ Middle Initial _____

Home Address: _____

Parent's Name: _____ Phone Number: _____

Emergency Contact: _____ Phone Number: _____

Current School _____ Grade Level 2013-2014 Year: _____

Current Team: _____

Please list session names from the brochure to indicate your student's 1st, 2nd, and 3rd choice.

Session : June 9-19 June 23-July 3

Choice 1 _____ _____

Choice 2 _____ _____

Choice 3 _____ _____

PLEASE NOTE - NO TRANSPORTATION will be provided to and from Harlem Middle School. Students must be picked up at 12:00 p.m.

_____ My child will be picked up. _____ My child will walk home.

I understand that students enrolled in the program are expected to attend all sessions to ensure their success.

Parent's Signature _____ Date _____

Enrollment Forms are due by Friday, April 11, 2014

**HARLEM HIGH SCHOOL
2014 Summer School Program**

Semester I: June 9 – June 26, 2014, 7:45 a.m. – 12:15 p.m.
Semester II: June 30 – July 18, 2014, 7:45 a.m. – 12:15 p.m.

Student's Name: _____ Present Grade: (circle) 9 10 11 12
 Parent's Name: _____ Telephone: _____
 Address: _____ School Presently Attending: _____
 City: _____ Counselor: _____

INFORMATION

1. Students must provide their own transportation.
2. The 2014 tuition fee for each class, each semester is \$150.
3. Information regarding fee waivers is printed on the back of this sheet.
4. Classes, which do not have an enrollment of 18 or more students, will be canceled. A refund will be given to those students who have registered for canceled classes.
5. Students having more than two days of accumulated absences (excused or unexcused) and/or tardies (two tardies equals one absence) per summer school semester will be dropped from class with a failing grade on their transcript.
6. There will be no refunds given after the third day of class. Please see sign off on back of this document.
7. All high school classes listed below will be held at Harlem High School Ninth Grade Campus.
8. Tuition **must** accompany this form. Make checks payable to Harlem School District and return to the Harlem High School Guidance Office **by noon on Wednesday, May 14th for first semester classes and Wednesday, June 11th for second semester classes.**
9. Summer school is available to any student who has previously failed a graduation requirement.
10. All students must follow the dress code of Harlem High School.

Please number your choices using 1, 2, 3, etc. (1 being your 1st choice) to indicate your preferences.

Semester I (June 9 – June 26)

____ U.S. History (Part I)
 ____ Consumer Education (1 semester course)
 ____ Government (1 semester course)
 ____ Contemporary World Studies (Part I)
 ____ English 9 (Part I)
 ____ English 10 (Part I)
 ____ English 11 (Part I)
 ____ English 12 (Part I)
 ____ Algebra I (Part I)
 ____ Algebra II CCR (Part I)
 ____ Algebra II (Part I)
 ____ Geometry (Part I)
 ____ Physical Science (Part I)
 ____ Modern Biology (Part I)
 ____ Physical Education (1 semester course)
 ____ Career Development (1 semester course)
 ____ Health (1 semester course)

Semester II (June 30 – July 18)

____ U.S. History (Part II)
 ____ Consumer Education (1 sem. course)
 ____ Government (1 semester course)
 ____ Contemporary World Studies (Part II)
 ____ English 9 (Part II)
 ____ English 10 (Part II)
 ____ English 11 Part II)
 ____ English 12 (Part II)
 ____ Algebra I (Part II)
 ____ Algebra II CCR (Part II)
 ____ Algebra II (Part II)
 ____ Geometry (Part II)
 ____ Physical Science (Part II)
 ____ Modern Biology (Part II)
 ____ Physical Education (1 semester course)
 ____ Career Development (1 semester course)
 ____ Health (1 semester course)

OFFICE USE ONLY

Check No. _____ Dated _____ in the amount of \$ _____

Cash \$ _____ Date _____ Fee Waiver _____ Initials _____

Fee Waiver Information

Harlem High School students from families eligible for free meal services or free milk (Parker Center only) are eligible to receive fee waivers. Fee waivers include general material and technology fees, workbook fees, activity fees, driver's education fees, required P.E. uniforms, athletic participation fees, field trips and any other fees that are required by law. Waivers do not include lost and damaged books, replacement locks and IDs, yearbooks, parking fees, class pictures, and fines assessed for damage to district property. (Board Policy 4:140)

If you completed a free meal service program application and fee waiver request form for the 2013-2014 school year, that application is valid. Applications are available at each school location or at the Harlem Administration Center.

Students with reduced lunches during the 2013-2014 school year will pay \$100 per class.

Summer School Sign Off Form

I, _____, am aware that having signed up for summer school I am required to attend, and follow the rules and expectations of the program. I am further aware that failure to meet the attendance and behavioral expectations will result in removal from the program with no refund.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____