

**COWETA COUNTY SUMMER SCHOOL**

**SUMMER 2017**

**Student Handbook and Registration Packet**

**GRADES 9 - 12**



***Superintendent: Dr. Steve Barker***

***Board of Education***

**Beth Barnett**

**Sue Brown**

**Amy Dees**

**Winston Dowdell**

**Frank Farmer**

**Linda Menk**

**Larry Robertson**

**Summer High School Staff**

***Administrator: Mr. Bennie Rhodes***

*Counselor: Mrs. Kim Richards*

Beth Jobe - In-School Coordinator - Special Education

*Edgenuity Tech Support - Shanna Williams*

**Beth Collinsworth - Science (Teacher Leader)**

Regina Ahmann - Science   Kelly Burns - Math   Bryan Bergstrom - Social Studies

Todd Crafton - Social Studies   Wayne Dunn - Math   Pamela Hart-Garcia - Language Arts

Bryan Hicks - Driver's Education   Stacey Mannebach - Math

James Rippy - Driver's Education   Courtney Stillwell - Language Arts

**Message from the Administration**

Dear Parents and Students:

The Coweta County School System offers its annual Summer School program for grades 9 – 12. Classes will be held Monday through Friday, at the Central Educational Center from June 1st – June 28th, 2017.

Parents and students are encouraged to discuss summer school enrollment with their counselors. Only those students with complete application packets will be allowed to enroll in a course offering. All times, rules, and deadlines, with regards to registration, will be upheld and are final. Students must turn in the registration forms with payment at the time of registration to our Summer School personnel at C.E.C. on the dates indicated below.

April 18	Registration material available at all High Schools. Counselors at all three High Schools can assist students completing registration material.
May 30	Registration held at CEC for all students 9:00 a.m. - 3:00 p.m. Students bring registration forms and payment to C.E.C. (money order made to Coweta County Schools)  Summer School administrators and counselors enter schedules in Infinite Campus and assign students to groups.  <b>Selected Teachers report at 8:00 to assist with registration until 12:00 p.m.</b>
May 31	Registration held at CEC for all students 9:00 a.m. - 3:00 p.m. Students bring registration forms and payment to CEC. (money order made to Coweta County Schools)  Summer School Administrators and counselors enter schedules in Infinite Campus and assign students to groups.  <b>Selected Teachers report at 8:00 to assist with registration until 12:00 p.m.</b>
June 1	<b>Students report. Summer School begins at 8:00 a.m.</b>  Late registration date @ C.E.C. 9:00 a.m. - 12:00 p.m.  Student schedules in Infinite Campus must be completed (counselors).
June 2	Last and final late registration opportunity.
June 21-23 EOCTs	Tests administered in the required subject areas.  No EOCT Make-ups

June 28	Summer School Ends 4:00 p.m.
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Coweta County's Summer School program presents an opportunity for our students to pursue credit repair, credit recovery, or in rare cases a chance to complete graduation requirements. All courses, with the exception of driver's education, are taught online under the guidance of a facilitator. We are hoping this model offers an array of courses to enhance our ability to accommodate more students.

If you have any questions about course offerings or your student's academic plan, please contact your counselor. If you have any questions about summer school details, registration, or logistics please e-mail me at [bennie.rhodes@cowetaschools.net](mailto:bennie.rhodes@cowetaschools.net)

Sincerely,

**Bennie Rhodes**

2017 Summer High School Administrator

## ***Summer School Rules and Procedures***

Students are expected to adhere to CCSS's board policy (Section J – Student Code of Conduct). Please obtain or request a copy of your student's handbook from their base school. Due to the nature of Summer School's abbreviated schedule, administration will address attendance, academic honesty, and cell phone policies.

### ***Attendance Policy***

Students are expected to commit to the full term of Summer School. Students are allowed no more than two absences. Upon the third absence, grade and credit will not be earned and student will be dropped from Summer School roster. If student arrives more than one hour late to class, this too will count as an absence.

Students are expected to be on time for class, as well. Four tardies to a class will equate to one absence. Upon the tenth tardy, grade and credit will not be earned and student will be dropped from the course.

*Tardy marks and absences may be combined to determine if student is dropped from a course.*

### ***Academic Honesty Policy***

Academic honesty means that all students present work on assignments and examinations as their own. It shall be the judgment and responsibility of the facilitator to determine if an academic dishonesty violation has occurred. Administration will afford students due process and determine the conclusion. If deemed that student violated the policy, they shall be dropped from Summer School course immediately.

### ***Cell Phone Policy***

Students may not use cell phones during Summer School instruction. All cell phones must be turned off and not visible during times of instruction unless authorized by the facilitator for instructional purposes. If a student is in violation of the cell phone policy, the following consequences will be imposed:

First Violation (Phone confiscated, parent contacted and phone returned to student at the close of the day)

Second Violation (Phone confiscated, parent contacted for parent to pick it up at the end of the academic day.)

Third Violation (Phone confiscated, parent conference and possible disenrollment from Summer School course)

### ***Parking on Campus***

Students will be responsible for their own transportation to and from Summer School. Students may drive and park in designated areas. Students' ability to drive to Summer School may be revoked for violation(s) of student code of conduct.

## Cost of Tuition

### Credit Recovery (CCSS Students) \$250.00

*Definition:* – Credit Recovery – Credit deficient students earning less than 60% in a course or students who do not qualify for credit repair, will complete the course in its entirety using a computer-based course specifically designed for summer school remediation, therefore, pre-testing will be not allowed. The grade reported in the computer-based program will be the grade posted on the student's transcript.

### Credit Repair (CCSS Students) \$150.00

*Definition:* Credit Repair - Credit deficient students earning a grade between 60% and 69% in a course may be allowed to complete a remediation prescription course as assigned by the original teacher of record using a computer-based program specifically designed for summer remediation. **Upon completion of a minimum of 25 hours of content remediation in the areas of deficiency as identified on the teacher of record's prescription and successful performance on the summative assessment, students will receive a passing grade of 70% for the original course.** The passing grade is used to replace the failing grade earned in the original grading period, and is not considered in the current semester eligibility calculations.

**NOTE - All Coweta County High Schools participate in the Credit Assistance Program (CAP). Credits earned in CAP may not be available for use in determining GHSA eligibility or may not be accepted by the NCAA. See your guidance counselor for additional information."**

### Driver's Education (CCSS Students) \$300.00

*A Driver's Education course may be offered if at least 13 students sign up for the course. Driver's Ed course of less than 13 students may not be financially feasible.*

### Out of District Tuition Fees:

Credit Recovery (Non CCSS Students)	\$350.00
Credit Repair (Non CCSS Students)	Not available
Driver's Education (Non CCSS Students)	\$500.00

**Please Note**

- **Summer School courses are for remediation only** (course previously attempted but, not passed). These courses are not for initial credit.
- Driver’s Education is the only course offered that is not for remediation only.
- Out-of-County students must provide an official transcript at registration that reflects course(s) that are to be re-taken.
- All course offerings are contingent upon student enrollment.
- Priority will be given to CCSS students. Out-of-County students will be served if space is available.
- **All funds are due at final registration at C.E.C. No cash or personal checks will be accepted. Payments must be made with cashier's check or money order only. Make them payable to Coweta County Schools.**
- No early registration will be accepted.

## Dates to Remember

April 18	Registration material available at all High Schools. Counselors at all three High Schools can assist students completing registration material.
May 30	Registration held at CEC for all students 9:00 a.m. - 3:00 p.m. Students bring registration forms and payment to CEC. (money order made to Coweta County Schools)  Summer School Administrators and counselors enter schedules in Infinite Campus and assign students to groups.  <b><u>Selected Teachers report at 8:00 to assist with registration until 12:00 p.m</u></b>
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June 1	<b>Students report. Summer School begins at 8:00 a.m.</b>  Late registration date @ C.E.C. 9:00 a.m. - 12:00 p.m.

	Student schedules in Infinite Campus must be completed (counselors).
June 2	Last and final late registration opportunity.
June 21-23 EOCTs	Tests administered in the required subject areas.
June 26-27	EOCT Make-ups
June 28	<b>Summer School Ends 4:00 p.m.</b>

***Summer High School Schedule***

<b>Group A</b>	<b>8:00 a.m. – 12:00 p.m.</b>
<b>Group B</b>	<b>1:00 p.m. – 5:00 p.m.</b>

***Internet Use***

All classes require Internet access. Students must have an AUP form on file at their base school.

***Final Grades and End-of-Course-Tests***

Final grades will be mailed to the address provided on the Registration Form. EOCTs will be administered on June 21-23, 2017. **Students MUST be present to take their EOCT.** Grades will be forwarded to the Registrar at each base school on or about June 30, 2017 but they may not be posted to the transcript until the end of the first semester of the subsequent academic year.

***New Students to the County entering in August 2017***

New students to the county will be registered at Central Office before registering for Summer School, otherwise they will be charged as “out-of county” students.

**COWETA COUNTY SCHOOL SYSTEM**  
**2017 SUMMER SESSION Pre-REGISTRATION FORM**  
**High School**

Student's Name \_\_\_\_\_

School \_\_\_\_\_

Credit Repair \*  \$150.00      Credit Recovery  \$250.00

Driver's Ed  \$300.00

IEP     Yes             No

Parent(s) Name(s) \_\_\_\_\_

Parent(s) Phone (H) \_\_\_\_\_ (Cell) \_\_\_\_\_

Parent(s) E-mail \_\_\_\_\_

Home Address \_\_\_\_\_  
(grades will be mailed to this address)

**Emergency Contact if parents can not be reached.**

Name & Phone \_\_\_\_\_

Parent(s) Signature \_\_\_\_\_

Parent signature indicates they have read and understand entire contents of summer school handbook.

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**To be completed by student's high school counselor**

Time Group Preferred       Group A (8:00 – 12:00)       Group B (1:00 – 5:00)

1<sup>st</sup> Course Choice \_\_\_\_\_

2<sup>nd</sup> Course Choice (if applicable) \_\_\_\_\_

\* Attach credit repair form w/ teacher prescription to this registration form.

Counselor's or Administrator's Signature \_\_\_\_\_

**Administrative Use only:**

Paid in full (initial): \_\_\_\_\_

Date: \_\_\_\_\_

Receipt #: \_\_\_\_\_

**REMEMBER:**

**PAYMENT MUST BE MADE BY CASHIER'S  
CHECK OR MONEY ORDER ONLY:**

**MADE TO COWETA COUNTY SCHOOLS**



# CREDIT REPAIR

## CREDIT REPAIR AGREEMENT Summer 2017

(Attach to Summer School Pre-Registration Form)

To be used for Credit Repair (Original grade of 60 - 69) w/ teacher prescription.

Student's Name: \_\_\_\_\_

Grade Level \_\_\_\_\_ Course Name \_\_\_\_\_ Grade \_\_\_\_\_

Name of original teacher \_\_\_\_\_

**Original Teacher of Record MUST attach a prescription form to this agreement and sign the following statement.**

### Original Teacher Credit Repair Statement

I understand that with my approval, this student, who earned a grade between 60-69% on a course previously taken with me, will be offered the opportunity to remediate said course. As the teacher of record, I agree that upon **successful completion of a minimum of 25 hours of content remediation in the areas of deficiency as identified by me on the attached prescription and successful performance on the summative assessment, as required, the student will receive a passing grade of 70% for the original course. The passing grade will be used to replace the failing grade earned in the original grading period, and will not be considered in the current semester eligibility calculations.**

Original teacher's signature \_\_\_\_\_ Date \_\_\_\_\_

### Credit Repair Completion Assurance (to be completed by Summer School Teacher)

Prescription completed by student on \_\_\_\_\_

Minimum of 25 hours completed \_\_\_\_\_ (yes) \_\_\_\_\_ (no)

Summer Teacher's name \_\_\_\_\_ Date: \_\_\_\_\_

Signature \_\_\_\_\_

# Coweta County Schools

## CREDIT RECOVERY ASSURANCE RECORD

(to be completed by Summer School teacher)

(Must be turned-in to summer school counselor NLT June 28, 2017)

### CREDIT RECOVERY COMPLETION Summer 2017

Student's Name: \_\_\_\_\_

Grade Level \_\_\_\_\_ Course taken on Edgenuity \_\_\_\_\_

Final Grade \_\_\_\_\_

Completion Date \_\_\_\_\_

Verified by (administrator or counselor) \_\_\_\_\_

Date \_\_\_\_\_

COWETA COUNTY HIGH SCHOOLS