

## **Summer Education Program Policy**

The Manchester Board of Education may sponsor a summer education program providing enrichment courses, accelerated reading courses, and review courses at all grade levels. Attendance in the summer education program shall be on a voluntary basis (Policy 5120).

### **Definitions**

#### **Summer Enrichment Courses:**

Courses that allow students to study topics through challenging or unique instructional models and practices not typically available during the school year.

#### **Accelerated Reading Courses:**

Courses for students whose reading performance is below the expectation for the grade level in which the student is enrolled. These courses offer students more time to learn reading in small class environments, staffed by teachers who modify their instruction based on individual student need.

#### **Review Courses:**

Courses available for middle school or high school students who did not meet the academic expectations of the course during the regular school year.

### **Admission/Overview**

#### **1. Elementary Program**

Admission to elementary summer education classes will be limited to those students who will be enrolled in grades K-5 in September of the year of the summer education session and who are current residents. Students registering for the accelerated reading courses must be approved by the school principal.

#### **2. Secondary Program**

Admission to secondary summer education classes, grades 6-12, for enrichment or credit (grades 9-12) must be approved by the Assistant Superintendent for Curriculum and Instruction, or designee.

Admission to a review course will be permitted to students previously enrolled in the course but who have not received credit for that course. Students who have earned credit for the course but whose grade is in the D range may, with permission of the Principal, enroll in a review course. Students who successfully complete the review course will have the grade for the course reflected as a C- on their transcript.

In order to enroll in summer school students must have:

- Earned a minimum final course grade of 40%
- Attended class for a minimum of 60% of the course
- Taken the final exam

Exceptions may be considered by the department's Instructional Leader, Director of School Counseling, or Principal. Students who plan to attend a summer school program other than Manchester's must meet the same criteria as above and must seek approval prior to enrollment through the external credit option.

### **3. Transportation**

Transportation will be the responsibility of the parents or guardian, except that the Board of Education shall provide transportation for the Summer Education Program for:

- students enrolled in special education programs mandated by the individual student's PPT; and
- students in grades K-8.

Transportation for students in grades K-8 is subject to the provision regarding annual budgetary decisions set forth in section 8 below.

### **4. Course Credit**

Enrichment courses shall carry no credit for students in grades K-8. For students in grades 9-12, the Superintendent or his or her designee will approve credit on a course-by-course basis. Students registered in grades 9-12 courses designated "for credit" must meet both the course and Summer Educational Program regulations to receive credit.

### **5. Fees**

The Superintendent of Schools or his/her designee will determine, on or before May 15 of each school year, the fee schedule, in any, of its Summer Education Program. The Superintendent may, waive such charge or fee for any good and sufficient reason (C.G.S. Sec. 10-74a).

### **6. Special Education**

Mandated special educational services shall be free to eligible Manchester residents.

### **7. Non-residents**

Space permitting, nonresidents may be allowed, at the Assistant Superintendent of Curriculum and Instruction's discretion, to enroll in the Summer Education Program and will be required to pay fees as established by the Board of Education.

## **8. Superintendent's Reporting Obligations**

The Superintendent of Schools shall report to the Board of Education by the second November meeting on the operation of summer education programs the preceding summer. Each year, the Superintendent of Schools shall include in the proposed budget a recommendation for Summer Education Programs, including course offerings, transportation, credits, and fees. The final summer educational program budget will be based upon the Board of Education's final approved budget following the appropriation by the Board of Directors.

Legal Reference: Connecticut General Statutes

10-74a Summer courses

10-74b Grants for remedial summer school programs

Reference: 5120 Promotion/Retention/Acceleration Policy

5127.1 Specific Unit Requirements for Graduation from  
Manchester High School

5127.11 External Credit Options Meeting Manchester  
High School Graduation Requirements

**MANCHESTER PUBLIC SCHOOLS**

Manchester, Connecticut

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