

Marion County Board of Education

Monitoring:

Descriptor Term:

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Issued Date:

**Review:
Annually,
in November**

Summer School

4.204

05/28/13

Rescinds:

Issued:

4.204

04/24/01

AUTHORIZATION

Summer schools shall be organized and operated as a part of the public school program, shall be under the control and management of the local Board and shall comply with rules and regulations of the State Board of Education.¹

The summer school program, subject to annual approval by the Board, shall provide opportunities for review and limited regular courses at the middle and high school level, and special programs funded by state and/or federal grants.

Summer school teachers shall be licensed and hold endorsements in the subject areas in which they are teaching.²

All summer school classes shall meet on designated school system property. Any exceptions shall be approved by the Board.

The library, laboratories and other school facilities shall be made available to all students enrolled in a summer school program as needed.

CURRICULUM GUIDELINES

HIGH SCHOOL

1. No class shall be taken for the first time during a summer school session unless the student has maintained a cumulative grade point average of at least 3.0 or its equivalent.
2. Students who have a cumulative grade point average of at least 2.0 or its equivalent may take courses required for graduation for the first time during a summer school session upon the recommendation of the principal of the school which the student regularly attends.
3. No more than two (2) units shall be earned during any summer school session.
4. Three (3) unexcused absences in any course offered during summer school renders a student ineligible to receive credit in that course.

5. Absences shall be classified as either excused or unexcused as determined by the summer school building principal and curriculum administrator(s). Excused absences shall include:
 1. Personal illness;
 2. Illness of an immediate family member;
 3. Death in the family;
 4. Extreme weather conditions;
 5. Religious observances; and
 6. Circumstances which in the judgment of the summer school building principal and curriculum administrators create emergencies over which the student has no control.

MIDDLE SCHOOL

1. At the end of the school year the two (2) semester grades per each course will be averaged. If the average is 70 or above, the student will "pass" that particular course for the year. However, if the average falls below 70, the student will be given the opportunity to repeat the *semester(s) failed* in the summer school immediately following the end of that school year.
2. If the student does not choose to attend summer school, he/she fails the course for the year. Middle schools are not set up to offer 1/2 credits during the regular school year.
3. A student receiving a *no credit* for a semester due to excessive absences will have the opportunity to make up the *failed semester* in the summer school immediately following the end of that school year. If the summer school grade averaged with the other semester grade is 70 or above, the student will pass that course for the year. If the average is below 70, the student will receive no credit for the course.
4. Middle school students do not receive 1/2 credits on transcripts.

OPERATING AND REPORTING GUIDELINES

1. Prior to the end of the current school year and upon the recommendation of the director of schools and curriculum administrators, the Board shall approve all district and individual school summer school programs.
2. The Board shall approve summer school course fees and tuition rates as recommended by the director of schools and curriculum administrators. 5
3. Board approved fees and tuition shall be requested for summer school courses taken for credit or grade by a student.
4. Fees and tuition shall not be required for those students requesting waiver due to:
 - free and reduced status from the current school year ended
 - financial status hardship
 - other documented requests approved by the director of schools
5. Non-resident students regularly enrolled in another school system shall be required to pay fees and tuition for summer school courses taken for credit or grade. 3
6. Summer school pre-registration shall be administered by the curriculum director(s) so as to determine course availability and staffing needs. At that time students will be notified of course fees and tuition being requested.

7. A fee and tuition waiver may be requested thru the summer school building principal who shall submit to the curriculum director(s) for review. Waiver for free and reduced status shall be verified thru the finance office and submitted to the director of schools for approval. Waiver for financial hardship or other written request shall be submitted to the director of schools for approval.
8. Notice shall be provided to parents or legal guardians of approval or denial of requests for fee and tuition waivers. 4
9. Fee and tuition payments shall be collected and receipted by the summer school building principal using school system summer school program pre-printed receipts. Receipt copy and monies shall be turned over to the finance office with a summary schedule of enrollment activity justifying the collected amounts.
10. Summer school collections are the property of the school system and shall be credited to the summer school account for financial reporting and audit purposes.

Legal References:

1. TRR/MS 0520-1-3-.03(7)(a)
2. TRRMS 0520-1-3-.03(7)(b)
3. TRRMS 0520-1-3-.03(14)(c)
4. TRRMS 0520-1-3-.03(14)(d)
5. TCA 49-6-3003