



2023 High School Summer Program Handbook (Initial Credit, Credit Recovery, and LEAP Remediation)

Program Location: Destrehan High School

Early Registration must be completed by a school counselor. Counselors may begin registering students for LEAP Remediation or credit recovery courses beginning Monday, April 3rd.

Registration: Students can register in-person on Monday, June 5, between 9:00 AM and 3:00 PM at Destrehan High School (DHS).

Registration for an initial credit course can ONLY be completed during in-person registration at DHS on Monday, June 5, between 9:00 AM and 3:00 PM.

Orientation: Each student is REQUIRED to attend an in-person orientation session at Destrehan High School on Thursday, June 8.

- DHS Students: 8:30-10:00
- HHS Students: 10:30-12:00

Late Registration closes at 11:00 AM on Friday, June 9, 2023.

Students registering during late registration who are not able to participate in the scheduled orientation will be REQUIRED to attend an in-person orientation session at DHS on Monday, June 12, from 9:00-12:00.

Participation in the high school summer program is limited to students enrolled in St. Charles Parish Public Schools. LEAP remediation and credit recovery courses are free to students who attended St. Charles Parish Public Schools this year. St. Charles Parish Public Schools is offering these programs at no charge to ensure students gain the necessary knowledge to be successful in courses next year and to ensure students stay on track to graduate. A \$200 fee will be charged for initial credit courses. (\$100 for initial ½ credit courses.) The summer program does NOT have an attendance recovery component.

Instruction is provided through Edgenuity, an online program. Edgenuity courses utilize rigorous, standards-based instruction and powerful interactive tools that support learning. Engaging multimedia and real-world applications help ensure students build content knowledge and essential skills. Parents are able to sign-up to receive weekly emails from Edgenuity.

Credit can only be earned in ½ credit and full credit increments for credit recovery courses. Health is a ½ credit course, therefore, students will have the opportunity to earn ¼ credit in this course. Partial credit can NOT be earned for initial credit courses. A grade report will be mailed home at the conclusion of the program.

The summer program utilizes a hybrid instructional model with St. Charles Parish Public Schools certified teachers serving as facilitators as students complete courses. **Students must successfully complete the course(s) no later than 11:00 AM on Friday, July 14, 2023.**

Program Dates:

- **Credit Recovery:** June 8 - July 14, 2023 (no class on June 16, July 3rd, 4th, or 5th).
- **LEAP Remediation:** June 8 - June 23 (no class on June 16) with LEAP Retesting June 26-30.
- **Initial Credit:** June 8 - July 14, 2023 (no class on June 16, July 3rd, 4th, or 5th)
 - Students interested in initial credit courses must complete the form found in this handbook prior to the end of the school year and bring it and the registration fee to in-person registration on Monday, June 5, between 9:00 AM and 3:00 PM.

Monitoring: Summer program students will be required to participate in a weekly conference with summer program staff so that progress can be reviewed and goals can be established. Summer program staff will conduct conferences in-person, via Google Meet, and/or by phone.

- Failure to participate in a weekly conference will result in the student's course being locked and the student not being able to continue working until the conference is completed.

Students who meet daily and weekly goals and pass tests will be able to continue working at home. Teachers will be available to provide academic support via Google Meet, phone, or email for students working at home.

Students who do NOT meet weekly progress goals will have their course locked and the student will not be able to continue to work from home until he/she meets with their teachers to formulate a plan to get back on track. If the student remains off track he/she will be REQUIRED to attend in-person sessions (minimum of 3 consecutive hours) until he/she is back on track.

Students will be REQUIRED to attend in-person sessions (minimum of 3 consecutive hours) anytime a Topic Test is failed. The test will NOT be unlocked until the student attends an in-person session.

Credit Recovery: The student must have previously earned a D or F for the requested course to qualify for credit recovery. A maximum of two credits can be earned in a summer. The first course must be completed prior to beginning a second course. Courses can not be completed concurrently.

Credit Recovery Courses: (Courses with a LEAP test are typed in bold.)

Business English	English I	English II	English III	English IV
Math Essentials (11 th)	Algebra I	Geometry	Algebra II	Financial Math
Environmental Science	Biology I	Physical Science	Chemistry	
Health (1/2 credit)	U.S. History	World Geography	Civics	World History

Transportation: Transportation is NOT provided. Parents are responsible for providing transportation to and from the summer program. Student drivers must park in the spaces identified by school administration.

Student Check-Out: Students, regardless of age, can only be checked-out by individuals that are listed in PowerSchool. Please contact the school to update your file if necessary. If a student driver needs to leave prior to dismissal at 12:00, a note must be submitted by a parent/guardian. The note must contain the student's name, the date, the time the student will leave, and the parent's signature. Summer program staff will verbally confirm the note by calling the phone number we have on file for that parent/guardian. If summer program staff is not able to confirm the note, the student will NOT be allowed to leave prior to dismissal at 12:00. The summer program administrator will make the final decision on all transportation matters.

Dress Code and Discipline: The summer program is an additional effort on the part of the school district to provide students the opportunity to make-up deficiencies or accelerate course work for graduation. The rights of all students to avail themselves of this opportunity, free of disruption and/or distraction, will be ensured through a school setting conducive to learning. Students who fail to conform in an appropriate manner will be immediately removed from the program and will be subject to loss of credit and fees.

Students attending the summer program are expected to conform to the same rules of conduct and dress code that are in effect during the regular school session. Those rules are outlined in the Student-Parent Discipline and Attendance Handbook.

Students must wear their school uniform pants/shorts/skirts and a school appropriate HHS/DHS shirt each day. The summer program administrator will make the final decision on all dress code matters.

Violation of school rules or dress code will result in disciplinary action. Repeated or serious violations may result in immediate dismissal from the program without a refund.

Violations of some school rules are also violations of criminal and civil laws. Students are reminded that school is not a sanctuary from prosecution in the courts. Program administrators shall have both the authority and duty to take disciplinary action whenever the behavior of any student materially interferes with, or substantially disrupts, the proper atmosphere for learning within the classroom or other parts of the school and/or when such behavior jeopardizes his/her own safety or the safety of others.

Daily In-Person Schedule:

7:50 Students may enter the parking lot or be dropped off
8:00 Classes Begin
8:10 Students are tardy and must report to the attendance office before proceeding to class.
12:00 Dismissal

Refunds: There will be no refunds to students who drop out after the summer program has begun or to students who are expelled from the program due to failure to conform to rules.

Exception: A physician's statement documents that the student will not be able to complete the summer session. In this case,

1. A \$15.00 drop fee will be charged for each course dropped.
2. Students will be charged \$15.00 per day for each day of enrollment.
3. Refunds will be made through the St. Charles Parish Public Schools Business Office.

Credit Recovery and LEAP Retesting: Students that earned a D or F for a course are eligible to participate in credit recovery. If the course requested has a LEAP test, the student must have scored Approaching Basic or higher on the LEAP test to be exempt from LEAP remediation and retesting.

Unsatisfactory LEAP test scores cannot be banked. If the student scored at the Unsatisfactory level on the LEAP test, the student MUST participate in LEAP remediation and retesting. If the student scored Approaching Basic or above on the corresponding LEAP test, he/she may choose to bank his/her LEAP test score in lieu of retesting. If the student retests, the higher of the LEAP test scores will be used to calculate the student's final credit recovery grade.

80% (or 95% for LEAP Connect students) of the student's final grade will be determined using assignments, quizzes and tests in Edgenuity. Grades will be based on the relative grade (i.e., the relative grade is the student's grade if he/she stops working in the course and receives 0% for all unfinished activities).

20% (or 5% for LEAP Connect students) of the student's final grade will be determined using the LEAP exam conversion scale provided by the Louisiana Department of Education. The banked test score (Approaching Basic or above), or a higher retest score, will be used to calculate the final course grade.

To earn credit the final relative course grade must be 67% or higher. All required work must be completed by 12:00 on the last day of the summer school program. The credit recovery course and the grade earned will be recorded on the student's transcript and will be used to calculate the student's GPA.

The student is responsible for communicating with his/her counselor to ensure that the credit has NOT been previously earned and to ensure that an appropriate schedule can be created for next year.

Students attending classes at Landry Alternative Center: St. Charles Parish public school students under expulsion during the preceding session may be admitted under the following conditions:

- The student and his/her parents must request a conference with an administrator from Landry Education Programs Center, the Director of Child Welfare and Attendance, and the high school (DHS/HHS) principal to determine if admission is in order. This conference must take place before the student can register for the summer program.
- A student so admitted enters the program under indefinite probation. The student may be immediately dismissed from the program, at the discretion of the administrator, as a result of behavior concerns.

Advanced Placement (AP) and Dual Enrollment (DE) courses: The course codes assigned to Edgenuity courses do NOT match AP or DE course codes. As a result, credit recovery is NOT an option for AP or DE courses. Students failing an AP or DE course must enroll in an initial credit course.

ST. CHARLES PARISH PUBLIC SCHOOLS
INITIAL CREDIT

Students interested in an initial credit course must meet with his/her counselor before the end of the school year to complete this form.

Students completing grades 9-12 are eligible to participate in an initial credit course if they meet the course prerequisites.

Initial credit requires students spend at least 125 hours actively working to complete the required coursework. Initial credit students must be disciplined and have a strong work ethic. Students must be prepared to spend afternoons and weekends completing coursework.

100% of the student's final grade will be determined using assignments, quizzes, exams and tests in Edgenuity. A teacher will be available to provide assistance as necessary.

In order to earn initial credit, the course must be 100% complete with a minimum grade of 67%. All required work must be completed by **11:00 AM** on the last day of the summer school program. The initial credit course and the grade earned will be recorded on the student's transcript and will be used to calculate the student's GPA.

The student is responsible for communicating with his/her counselor to ensure that the credit has NOT been previously earned and to ensure that an appropriate schedule can be created for next year.

Student's Name: _____ **School:** DHS HHS **Grade:** 9 10 11 12

Course Requested: Students may enroll in a maximum of one initial credit course per summer.

- | | | | |
|---------------|-----------------|---------------------------|------------------|
| World History | Algebra II | Environmental Science | Chemistry |
| Civics | World Geography | Health(1/2 credit course) | Business English |

STUDENT'S SIGNATURE

PARENT/GUARDIAN'S SIGNATURE

I have reviewed the student's academic history and am confident the student possesses the knowledge and work ethic necessary to successfully complete the initial credit course identified above during the summer program. The student and his/her parents understand that this course and the grade earned will be recorded on the student's transcript and will be used to calculate the student's GPA. The student and his/her parents also understand the time commitment that must be made to successfully complete an initial credit course during the summer. I am confident the student will meet expectations.

School Counselor's Signature: _____ Date: _____

School Administrator's Signature: _____

To register for an initial credit course, students must bring this completed form and the registration fee to in-person registration on Monday, June 5 between 9:00 AM and 3:00 PM.

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For summer program use:

Amount of Tuition Received: _____ (If the tuition is not paid in full, complete the Payment Plan Agreement.)

Tuition Received By

Date