



Delano Public Schools

Summer School Program



Delano
Elementary
School

Our Mission

Work collaboratively with staff, families and community to ensure each student achieves his/her potential through educational experiences focused on student-centered practices within a nurturing and motivating environment.

QUESTIONS

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Summer School Handbook

Delano Public Schools

Contacts

Onsite Administrator: Lora Voight, lora.voight@delanoschools.org

Elementary School Office: 763-972-6200 (minimally staffed please email the teacher with questions).

Summer Program Vision: Empowering and inspiring all students to continue learning during the summer months.

Summer Program Mission: Work collaboratively with staff, families and the community to ensure each student achieves his/her potential through educational experiences focused on student-centered practices in a nurturing and motivating environment.

Summer School Program Goal: To help students maintain their current academic levels and prevent regression as they move into the next grade level.

Criteria to Attend

- Teachers recommend and invite students to attend summer school based on the student's need for continuous academic and social skills support that will help prepare him/her for the next school year.
- Academic data in reading and math are reviewed to determine if a student needs support. We review FAST assessments, report card data and other informal assessments to determine the level of support.
- Families must commit to attending 12 of the 16 days of summer school.
- Qualification for Extended School Year (ESY) services determined at the annual IEP meeting based on data collected during the school year and documented in the Individualized Education Plan (IEP).

Curriculum

- Teaching staff use a variety of reading and math curriculums to reteach, review and practice foundational reading and math skills; examples include UFLI, Benchmark Universe, Everyday Math, Rocket Math, iXL, Sonday and Bridges.
- Social skill development is strengthened using Second Step and the Zones of Regulation.

Example of Daily Schedule

- 8:00-8:15 a.m. Arrival
- 8:15-8:30 a.m. Settle into classroom/Morning Meeting - Announcements at 8:30 a.m.
- 8:30-9 a.m. Academic Time
- 9:00-9:30 a.m. Recess/Snack: Kindergarten/1st, 9-9:15 a.m., 2nd/3rd, 9:15-9:30 a.m.
- 9:30-11:30 a.m. Academic Time
- 11:30-11:40 a.m. Prepare for dismissal and pick up

Absences

- If your child is not attending summer school due to personal or health reasons, please email his/her teacher. Do not call the attendance line or the elementary office to report an absence during summer school. The school office is minimally staffed during the summer months and the attendance line is not checked.

Snacks/Water

- Please send a small, healthy snack with your child each day. Snack time is built into the daily schedule.
- Students can bring a water bottle to summer school (please label your child's water bottle) or students can get water from the drinking stations.

Nursing Needs/Illness

- There is not a nurse onsite during the Summer School Program. If a student is at school and is not feeling well, they should let the teacher know. The teacher will assess and may utilize a second opinion from the site administrator to determine if the parent or guardian needs to pick up the student from school.
- The Summer School Program follows the same health guidelines and restrictions enforced during the school year. Please review the guidelines in the school handbook to determine if you should send your child to summer school.
 - Students may not attend school if they have a fever of 100 degrees or higher, if they are vomiting or if they have diarrhea. Students should be free of these symptoms for 24 hours without the use of over-the-counter medication before returning to school.
 - When diagnosed with a contagious infection, students may return 24 hours after starting medication. Students who are injured while in school should report to the health office, supervising teacher, or coach immediately.

Medications

- Staff will not administer medications to students during summer school. Please, do not send any medications with your child during summer school. Email the teacher and onsite administrator to make arrangements if your child needs medication. If medications are necessary, parents must come in and administer the medication to the student.

Outdoor Play

- Students will be outside daily (weather permitting) for a 15-minute recess. Please dress your child accordingly (please no flip flops).

Parent Drop off and Pick up

For the safety of our students, please stay in your vehicle in the car line during drop off and pick up. A staff member will walk students to the cafeteria or to vehicles in line. Please do not park your car and allow your child to walk in or meet your child in the parking lot. The parking lot is extremely busy and students walking through the parking lot during drop off and pick up times is extremely unsafe.

- **Arrival:** Parents should drop off their child between 8-8:15 a.m. at the parent drop off location by the cafeteria/playground lot (Door 7A). As students arrive they will gather in the cafeteria at their class table. Do not drop off your child before 8 a.m. as the school doors will be locked and outside supervision is unavailable.
- **Departure:** Parent pick-up begins at 11:40 a.m. by the cafeteria/playground lot (Door 7A) (same location as a.m. drop off).

Communication

- Most communication from the teacher or occasionally from the onsite administrator will be through email. Please make sure you have an updated email address and phone number in Skyward. Please remember, the elementary office is not consistently staffed during the summer months.
- If parents have concerns about the summer school program or with unresolved issues, they should discuss the concern with the onsite administrator.

Emergency Drills/Procedures

- The Delano School District, which includes summer school programs, is required to practice fire, tornado, and internal and external lockdown safety drills. All staff are required to participate and be familiar with such procedures. Families will be notified if safety drills or procedures are necessary or if they will be practiced during summer school.

Behavior Expectations

Delano Elementary School is committed to providing a positive, enriching environment for all children participating in the Summer School Program.

- Staff establish clear and consistent limits and expectations for behavior.
- Staff encourage children to understand their behavior and the related consequences. We strive to help children develop safe and appropriate ways of interacting with others and expressing their feelings appropriately and constructively.
- Staff takes every opportunity to acknowledge and reward good behavior and praise children with phrases of positive reinforcement.
- All students are expected to follow the Tiger Way Expectations outlined below.

The Tiger Way Expectations				
	Hallway	Bathroom	Recess	Classroom
Be Responsible	Move with purpose	Wash hands with soap, 1-2 squirts	Put equipment away	Listen to the teacher
	Stay to the right	Put paper towels in the garbage	Line up quickly	Be ready to learn
		Keep bathroom clean	Remember all your personal items	Eyes watching
				Bodies calm

Be Respectful	Voice level 0-1	Respect students privacy	Take turns	Hands to self
	Hands to self	Use whisper voice	Include everybody	Take care of classroom items
	Quiet feet	Take care of school property	Listen to recess staff	
Be Safe	Hands and feet to self	One student per stall	Use equipment appropriately	Hands and feet to self
	Face forward	Hands to self	Follow recess rules	Bodies calm
	Walking with quiet feet			Use materials appropriately
Be Kind	Quiet waves	Wait your turn	Include others to play	Include others to play
	Share the hallway		Use kind words	Use kind words

Students who do not follow the Tiger Way

The following process will occur if a student is not following the Tiger Way:

- A conference between the staff member and the administrator will be scheduled to discuss the situation.
- The student discusses the unexpected or unsafe behavior with the onsite administrator.

One or more of the following steps may occur:

- The administrator may call the parent and explain the behavior.
- The student may call the parent and explain the behavior.
- A parent conference may be required.
- Consequences or loss of privileges may be assigned to the student.

Removing a student from the summer school program

If three of the following instances occur, the student will be removed from the summer school program:

- Physical incidents that hurt another child or staff person.
- Inappropriate language, songs or jokes including swearing, teasing, reference to drugs, alcohol, abuse, race, gender or ability.
- Eloping (leaving or running) from the group, school grounds or program area.
- Vandalism to school or personal property.