



# 2024 High School Summer Program Handbook (Initial Credit, Credit Recovery, and LEAP Remediation)

**Program Location: Destrehan High School (DHS)**

**Online Registration for LEAP Remediation, Credit Recovery and HiSET:  
Monday, April 1 - Friday, May 31, 2024 at 3:00 PM.**

Online registration is NOT available for initial credit courses. Registration for an initial credit course must be completed during in-person registration at DHS on Wednesday, June 5, between 9:00 AM and 3:00 PM. Students interested in an initial credit course must meet with his/her counselor before the end of the school year to complete the form on page 6 of this packet.

**Registration: <https://bit.ly/2024-HS-Summer>**



**Students can also register in-person on Wednesday,  
June 5, between 9:00 AM and 3:00 PM at DHS.**

**Orientation: Each student is REQUIRED to attend an in-person orientation  
session at Destrehan High School on Thursday, June 6, 2024.**

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

Late Registration closes at 11:00 AM on Wednesday, June 12, 2024.

Late registering students who did not participate in the scheduled orientation are REQUIRED to begin working on coursework during an in-person summer program session for a minimum of 3 consecutive hours before working at home to ensure full understanding of program expectations and to help the student makeup missed time.

## **Program Dates:**

- **Credit Recovery: Thursday, June 6 - Thursday, July 11, 2024** (no class on June 14, July 3rd, 4th, or 5th).
- **LEAP Remediation: June 6 - June 21** (no class on June 14) with LEAP Retesting June 24-28.
- **Initial Credit: Thursday, June 6 - Thursday, July 11, 2023** (no class on June 14, 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 Wednesday, June 5, between 9:00 AM and 3:00 PM.

**The student must complete all summative assessments in the summer program classroom during regular summer program hours.**

**All courses must be completed no later than 12:00 PM on Thursday, July 11, 2024.**

Students may enroll in one (1) initial credit course per summer. Students may earn a maximum of two (2) credits through credit recovery per academic year. **Regardless of the course type, students may earn/recover a maximum of two (2) credits during a single summer.** When requesting to enroll in more than one course, the student must complete the first course prior to beginning a second course. Courses can NOT be completed concurrently. If a student requests a credit recovery course and an initial credit course, the credit recovery course must be completed before the student begins the initial credit course.

**All courses must be completed no later than 12:00 PM on Thursday, July 11, 2024.**

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 for courses previously attempted as the Louisiana Department of Education requires attendance to be earned before the end of the semester. **If a student needs to earn credit because of attendance issues during the regular school year, the student must complete credit recovery for both semesters regardless of the semester grades.**

Instruction is provided through Edgenuity. 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 meeting daily and weekly goals will be able to work on formative assignments and assessments at home. Teachers will be available to provide academic support via Google Meet, phone, or email for students working at home. **The student must complete all summative assessments in the summer program classroom during regular summer program hours.**

**All courses must be completed no later than 12:00 PM on Thursday, July 11, 2024.**

**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 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 he/she does not earn a passing score on a summative assessment.

**All summative assessments must be completed in the summer program classroom. If a passing score is not earned on the summative assessment, the student must participate in at-least 3 hours of tutoring in the summer program classroom before the summative assessment is unlocked for the student to retake.**

**Credit Recovery:** The student must have previously earned a D or F for the requested course to qualify for credit recovery.

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

Business English	<b>English I</b>	<b>English II</b>	English III	English IV
Environmental Science	<b>Biology I</b>	Physical Science	Chemistry	Health (1/2 credit)
<b>U.S. History</b>	Civics	World Geography	World History	<b>Quest for Success</b>
<b>Algebra I</b>	<b>Geometry</b>	Algebra II	Business Math	
Math Essentials (9th grade)		Financial Math	Math Essentials (11 <sup>th</sup> grade)	

**Transportation:** Transportation is NOT provided. Parents are responsible for providing transportation to and from the summer program. Student drivers must drive safely at all times and 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 ID appropriately at all times. Students without an ID will be required to wear orange stickers on their chest.**

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

The program will be open until 2:00 PM on Monday-Wednesday of the last week to ensure students have time to finalize all coursework.

**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: Those presenting a physician's statement stating that the student will not be able to complete the summer session are eligible for a refund.

**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.

If the student scored Approaching Basic or higher 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. **Unsatisfactory LEAP test scores can NOT be banked or carried forward (Bulletin 741 §2324). If the student scored at the Unsatisfactory level on the LEAP test, the student MUST participate in LEAP retesting. A 0% will be used as the LEAP Exam conversion score for students who previously earned an Unsatisfactory LEAP score and do NOT retest.** A 0% must be used even if the student earned a higher Unsatisfactory percentage on a previous administration of the test because Unsatisfactory scores can NOT be banked or carried forward. If a student retests because he/she previously earned a Unsatisfactory LEAP score and earns a lower Unsatisfactory LEAP score, the most recent score must be used as the LEAP Exam conversion score as Unsatisfactory LEAP scores can NOT be banked or carried forward.

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.

**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.

**HiSET Students:** HiSET students wanting to continue working on Essential Education during the summer, must register for the summer program. HiSET students may attend in-person summer school program sessions at no charge if space permits. Summer program staff will help HiSET students complete Essential Education lessons assigned by the HiSET Teacher. Summer Program teachers are not able to assign lessons in Essential Education and can NOT register students for HiSET testing. HiSET students must contact the Landry Educational Program Administrator if they need additional lessons in Essential Education or if they need to register for a HiSET test.

**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.

**Performance Based (PB) Students:**

**PB students must register for the summer program using the process described at the beginning of this document regardless of the type of course being completed.**

During the summer program, PB students may:

1. Complete credit recovery courses started during the academic year.
  - PB students wanting to continue working on Credit Recovery courses assigned during the academic year may attend in-person summer school sessions at no charge if space permits.
2. Complete initial credit courses started during the academic year.
  - To continue working on initial credit courses during the summer program, PB students must pay the initial credit tuition charged to all other students.
3. Complete new initial credit or credit recovery courses.
  - PB students may complete new credit recovery or initial credit courses using the process described at the beginning of this handbook.

**Spanish Supports:** Identified ELL students may use the Spanish language features built into Edgenuity as needed.

**Medication:** Medication can be administered to students using the same processes as the regular school year. Parents/Guardians must bring the medication to the summer school site on the first day for the nurse to check-in during the student's orientation session.

**ST. CHARLES PARISH PUBLIC SCHOOLS  
INITIAL CREDIT**

Students may enroll in one (1) initial credit course per summer. Students may earn a maximum of two (2) credits through credit recovery per academic year. **Regardless of the course type, students may earn/recover a maximum of two (2) credits during a single summer.**

**Students interested in registering for an initial credit course must meet with his/her counselor and a school administrator 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 are disciplined and have a strong work ethic. Initial credit requires students spend at least 125 hours actively working to complete the required coursework. 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 12:00 PM 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 (1) initial credit course per summer.

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

\_\_\_\_\_  
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.

School Counselor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

School Administrator's Signature: \_\_\_\_\_

**Bring this completed form and the registration fee to in-person registration at Destrehan High School on Wednesday, June 5, 2024 from 9:00 - 3:00 PM.**

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For summer program use:

Amount of Tuition Received: \_\_\_\_\_

\_\_\_\_\_ Tuition Received By \_\_\_\_\_ Date \_\_\_\_\_

If the tuition is not paid in full, complete the Payment Plan Agreement.