



Summer School Review Checklist and Final Approval Form 2011

ATTENTION SUMMER SCHOOL DIRECTOR: Please **complete one checklist** to reflect the summer school activities for all programs included in the district's summer school application. **Mail to your Area Supervisor** no later than the midpoint of your summer school session.

County/District Code	School District Name
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1. The total days in session and total clock hours as reported on the Application for Summer School Approval are correct and total at least 120 clock hours for each summer school program.
 Yes No If no, please explain the exception.

2. Instruction time in the core academic areas of communication arts, mathematics, science or social studies comprise not less than fifty (50) percent of the total clock hours of instruction at the elementary and secondary levels of the summer school program.
 Yes No If no, please provide justification.

3. Classroom teachers and their assignments are correct as reported on Screen 24 of Core Data.
 Yes No If there are changes, please update on Screen 24.

4. Do all summer school teachers hold a valid Missouri Teacher's Certificate for their teaching assignment?
 Yes No Explain any exceptions.

5. The director of the summer school program is an appropriately certificated employee.
 Yes No

6. Are resident students charged a fee to attend this summer school program?
 Yes No If yes, student attendance cannot be counted toward receiving state aid and credit earned cannot be counted toward meeting the 24 units required for high school graduation by the State Board of Education.

7. Student attendance is maintained by the clock hour as prescribed by state statutes.
Yes No If no, how is attendance taken?
8. If the summer school program(s) include(s) Extended School Year Services for students with disabilities, the services provided are specified in each student's IEP.
Yes No If no, please explain.
9. Courses for which high school credit is granted meet at least 60 clock hours for each one-half (1/2) unit of credit.
Yes No If no, credit cannot be counted toward the 24 units required for high school graduation by the State Board of Education.
10. Are summer school facilities appropriate for the instructional program?
Yes No If no, please list any deficiencies.
11. Are appropriate textbooks and classroom resources available to all students and provided at district expense?
Yes No If no, explain exceptions.
12. Are library resources available for student use?
Yes No If no, explain.
13. Which of the following support services are available to summer school students?
Librarian Nurse P.E. Teacher
Counselor Other _____

14. Are transportation services provided to summer school students?

Yes No If yes, is transportation provided for:

- Students with disabilities only
- All students, with state reimbursement requested for students with disabilities only
- All students, with transportation provided at district expense

15. Are school food services provided for summer school students?

Yes No If yes, service includes:

- School Breakfast Program National School Lunch Program
- Summer Food Service Program (This program is administered by the Missouri Department of Health)

16. Please provide the actual number of students enrolled in all summer school programs (unduplicated count).

Type of Course

Grade Level	Extended School Year	Remedial	Regular
K (children eligible for K in Fall 2010)			
Elementary			
JH/MS			
Sr. High			
Totals			

17. Total number of teachers employed in the summer school program _____

Certification Statement

I hereby certify that all information shown on this summer school checklist is true and correct according to the best of my knowledge and belief.

Superintendent of Schools

Date

**Do not complete page 4 of this checklist.
Mail this complete checklist to your Area Supervisor for his review and approval.**

◀ For Department Use Only ▶

General comments by Area Supervisor regarding this summer school - strengths, concerns, unique features or activities: (Optional)

Approval for State Aid

The summer school program described in the Application for Summer School Approval and in the Core Data Report is in accordance with state law and summer school program policies and standards of the Department of Elementary and Secondary Education and is hereby approved.

Area Supervisor of Instruction

Date of Visit/Telephone Review

Supervisor, School Improvement

Date